

## 2025 Regular Pay Period Schedule

### Southern Health-Sante Sud

| Pay Period | Start (Sunday) | End (Saturday) | ESP & QHR Data Entry and correction/time card submission deadline noon Thursday | ESP Entries & Approval (4 p.m Monday deadline) | QHR Schedule Approval deadline noon Monday | Deposit (Friday) |
|------------|----------------|----------------|---|--|--|------------------|
| PP01       | 15-Dec-24      | 28-Dec-24      | 26-Dec-24   | 30-Dec-24                                      | 30-Dec-24                                  | 3-Jan-25         |
| PP02       | 29-Dec-24      | 11-Jan-25      | 9-Jan-25  | 13-Jan-25                                      | 13-Jan-25                                  | 17-Jan-25        |
| PP03       | 12-Jan-25      | 25-Jan-25      | 23-Jan-25   | 27-Jan-25                                      | 27-Jan-25                                  | 31-Jan-25        |
| PP04       | 26-Jan-25      | 8-Feb-25       | 6-Feb-25  | 10-Feb-25                                      | 10-Feb-25                                  | 14-Feb-25        |
| PP05       | 9-Feb-25       | 22-Feb-25      | 20-Feb-25   | 24-Feb-25                                      | 24-Feb-25                                  | 28-Feb-25        |
| PP06       | 23-Feb-25      | 8-Mar-25       | 6-Mar-25  | 10-Mar-25                                      | 10-Mar-25                                  | 14-Mar-25        |
| PP07       | 9-Mar-25       | 22-Mar-25      | 20-Mar-25   | 24-Mar-25                                      | 24-Mar-25                                  | 28-Mar-24        |
| PP08       | 23-Mar-25      | 5-Apr-25       | 3-Apr-25  | 7-Apr-25                                       | 7-Apr-25                                   | 11-Apr-25        |
| PP09       | 6-Apr-25       | 19-Apr-25      | 17-Apr-25   | 21-Apr-25                                      | 21-Apr-25                                  | 25-Apr-25        |
| PP10       | 20-Apr-25      | 3-May-25       | 1-May-25  | 5-May-25                                       | 5-May-25                                   | 9-May-25         |
| PP11       | 4-May-25       | 17-May-25      | 15-May-25   | 20-May-25                                      | 20-May-25                                  | 23-May-25        |
| PP12       | 18-May-25      | 31-May-25      | 29-May-25   | 2-Jun-25                                       | 2-Jun-25                                   | 6-Jun-25         |
| PP13       | 1-Jun-25       | 14-Jun-25      | 12-Jun-25   | 16-Jun-25                                      | 16-Jun-25                                  | 20-Jun-25        |
| PP14       | 15-Jun-25      | 28-Jun-25      | 26-Jun-25   | 30-Jun-25                                      | 30-Jun-25                                  | 4-Jul-25         |
| PP15       | 29-Jun-25      | 12-Jul-25      | 10-Jul-25   | 14-Jul-25                                      | 14-Jul-25                                  | 18-Jul-25        |
| PP16       | 13-Jul-25      | 26-Jul-25      | 24-Jul-25   | 28-Jul-25                                      | 28-Jul-25                                  | 1-Aug-25         |
| PP17       | 27-Jul-25      | 9-Aug-25       | 7-Aug-25  | 11-Aug-25                                      | 11-Aug-25                                  | 15-Aug-25        |
| PP18       | 10-Aug-25      | 23-Aug-25      | 21-Aug-25   | 25-Aug-25                                      | 25-Aug-25                                  | 29-Aug-25        |
| PP19       | 24-Aug-25      | 6-Sep-25       | 4-Sep-25  | 8-Sep-25                                       | 8-Sep-25                                   | 12-Sep-25        |
| PP20       | 7-Sep-25       | 20-Sep-25      | 18-Sep-25   | 22-Sep-25                                      | 22-Sep-25                                  | 26-Sep-25        |
| PP21       | 21-Sep-25      | 4-Oct-25       | 2-Oct-25  | 6-Oct-25                                       | 6-Oct-25                                   | 10-Oct-25        |
| PP22       | 5-Oct-25       | 18-Oct-25      | 16-Oct-25   | 20-Oct-25                                      | 20-Oct-25                                  | 24-Oct-25        |
| PP23       | 19-Oct-25      | 1-Nov-25       | 30-Oct-25   | 3-Nov-25                                       | 3-Nov-25                                   | 7-Nov-25         |
| PP24       | 2-Nov-25       | 15-Nov-25      | 13-Nov-25   | 17-Nov-25                                      | 17-Nov-25                                  | 21-Nov-25        |
| PP25       | 16-Nov-25      | 29-Nov-25      | 27-Nov-25   | 1-Dec-25                                       | 1-Dec-25                                   | 5-Dec-25         |
| PP26       | 30-Nov-25      | 13-Dec-25      | 11-Dec-25   | 15-Dec-25                                      | 15-Dec-25                                  | 19-Dec-25        |

**Note: When there is a statutory holiday, the deadline has been adjusted accordingly to an alternate DATE and TIME.**