

# February 2025

## Civil Service Decentralized Calendar

COMPENSABLE DAYS: 21  
 PAYDAY: 02/28/2025  
 ISSUE DATE: 03/01/2025

RESTORES: CALL BY 2PM ON  
 SCHED. DAYS

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					31 031 <u>OK TO CLEAR MPC FOR</u> <u>PRIOR MONTH</u> VPLP EBA REPORT, SS BB REPORT  <b>NO CYCLE</b>	1 032
2 033	3 034 PH ACCRUAL CYCLE  EHRESTORE	4 035	5 036 BU18 07 – 14 2 <sup>nd</sup> Half of 01/25  EHRESTORE	6 037	7 038 SEMI-MONTHLY PERSONNEL CUT-OFF	8 039
9 040	10 041 SEMI-MONTHLY PAYROLL CUT-OFF  EHRESTORE	11 042 CLAS MONTHLY ACCRUAL CYCLE  <b>GREEN CYCLE</b>	12 043  EHRESTORE <b>GREEN CYCLE</b>	13 044 LAB CLAS EE STATEMENT OF LEAVE  <b>GREEN CYCLE</b>	14 045 <b>HDB Retro Schedule</b> MONTHLY PERSONNEL CUT-OFF 12PM-6PM PAY HIST NOT AVAILABLE BOM CTO AGING REPORT <b>NO CYCLE</b>	15 046
16 047	17 048 <b>Holiday</b>  <b>NO CYCLE</b>	18 049 <u>OK TO CLEAR MPC FOR</u> <u>1<sup>ST</sup> HALF PAY PERIOD</u> <b>650 FTP DEDUCTION FILE</b> <b>CUT-OFF</b> IBT	19 050 EHRESTORE	20 051 MONTHLY PAYROLL CUT- OFF ES CLAS CUTOFF	21 052 BU18 21 - 26 1 <sup>st</sup> Half of 02/25 INQUIRY & PAY HIST AVAILABLE AFTER MONTHLY IS RUN  <b>NO CYCLE</b>	22 053
23 054	24 055  EHRESTORE <b>GREEN CYCLE</b>	25 056  <b>GREEN CYCLE</b>	26 057 MONTHLY MAILED  EHRESTORE <b>GREEN CYCLE</b>	27 058 MSA UPDATE VPLP CUTOFF  <b>NO CYCLE</b>	28 059 <b>Payday</b> EBA REPORT, SS BB REPORT VPLP  <b>NO CYCLE</b>	