



Fiscal Year 25 Labor Allocation Schedule

Glossary of Terms

- B: Biweekly
 - M: Monthly
 - A: Adjustment
- PAM: Payroll Accounting Management
 - GTN: Gross-to-net
 - CORE: Colorado Operations Resource Engine
- CLAS: Colorado Labor Allocation System
 - Acctg: Accounting
 - PYRL: Payroll

Payroll Schedule	PAM GTN Run Number	Payroll Type	Payroll Period Start Date	Payroll Period End Date	Time Report Generated	Input Deadline	Corrections Deadline	Payroll Processed	Paydate	LOAD CLAS 7:00am +	LOAD PAM 8:00am	Post PYRL To CORE	CORE Maintenance Weekend	Period Close	Acctg Period
B072	582	B	06/29/24	07/12/24	07/09/24	07/20/24	07/21/24	07/22/24	07/26/24	07/23/24	07/25/24	07/26/24	8/10, 8/11	8/23/2024	1
M07	583	M	07/01/24	07/31/24	06/28/24	07/22/24	07/23/24	07/24/24	07/31/24	08/07/24	08/09/24	08/13/24	8/10, 8/11	8/23/2024	1
B081	584	B	07/13/24	07/26/24	07/23/24	08/03/24	08/04/24	08/05/24	08/09/24	08/07/24	08/13/24	08/14/24	8/10, 8/11	8/23/2024	1
907	585	A	No Value	No Value	07/19/24	No Value	No Value	07/29/24	No Value	08/07/24	08/14/24	08/15/24	8/10, 8/11	8/23/2024	1
B082	586	B	07/27/24	08/09/24	08/06/24	08/17/24	08/18/24	08/19/24	08/23/24	08/27/24	08/29/24	08/30/24	9/14, 9/15	9/20/2024	2
M08	587	M	08/01/24	08/31/24	07/31/24	08/21/24	08/22/24	08/23/24	08/30/24	09/06/24	09/10/24	09/12/24	9/14, 9/15	9/20/2024	2
B091	588	B	08/10/24	08/23/24	08/20/24	08/28/24	08/29/24	08/30/24	09/06/24	09/06/24	09/12/24	09/13/24	9/14, 9/15	9/20/2024	2
908	589	A	No Value	No Value	08/22/24	No Value	No Value	08/28/24	No Value	09/06/24	09/13/24	09/16/24	9/14, 9/15	9/20/2024	2
B092	590	B	08/24/24	09/06/24	09/03/24	09/14/24	09/15/24	09/16/24	09/20/24	09/24/24	09/26/24	09/27/24	10/12, 10/13	10/18/2024	3
M09	591	M	09/01/24	09/30/24	08/29/24	09/21/24	09/22/24	09/23/24	09/30/24	10/07/24	10/09/24	10/11/24	10/12, 10/13	10/18/2024	3
B101	592	B	09/07/24	09/20/24	09/17/24	09/28/24	09/29/24	09/30/24	10/04/24	10/07/24	10/11/24	10/14/24	10/12, 10/13	10/18/2024	3
909	593	A	No Value	No Value	09/20/24	No Value	No Value	09/26/24	No Value	10/07/24	10/14/24	10/15/24	10/12, 10/13	10/18/2024	3

Payroll Schedule	PAM GTN Run Number	Payroll Type	Payroll Period Start Date	Payroll Period End Date	Time Report Generated	Input Deadline	Corrections Deadline	Payroll Processed	Paydate	LOAD CLAS 7:00am +	LOAD PAM 8:00am	Post PYRL To CORE	CORE Maintenance Weekend	Period Close	Acctg Period
B102	594	B	09/21/24	10/04/24	10/01/24	10/12/24	10/13/24	10/14/24	10/18/24	10/22/24	10/24/24	10/25/24	11/9, 11/10	11/22/2024	4
M10	595	M	10/01/24	10/31/24	09/27/24	10/22/24	10/23/24	10/24/24	10/31/24	11/07/24	11/12/24	11/14/24	11/9, 11/10	11/22/2024	4
B111	596	B	10/05/24	10/18/24	10/15/24	10/26/24	10/27/24	10/28/24	11/01/24	11/07/24	11/14/24	11/15/24	11/9, 11/10	11/22/2024	4
910	597	A	No Value	No Value	10/23/24	No Value	No Value	10/29/24	No Value	11/07/24	11/15/24	11/18/24	11/9, 11/10	11/22/2024	4
B112	598	B	10/19/24	11/01/24	10/30/24	11/06/24	11/07/24	11/08/24	11/15/24	11/26/24	12/02/24	12/03/24	12/14, 12/15	12/20/2024	5
M11	599	M	11/01/24	11/30/24	10/31/24	11/19/24	11/20/24	11/21/24	11/29/24	12/06/24	12/10/24	12/12/24	12/14, 12/15	12/20/2024	5
B113	600	B	11/02/24	11/15/24	11/12/24	11/23/24	11/24/24	11/25/24	11/29/24	12/06/24	12/12/24	12/13/24	12/14, 12/15	12/20/2024	5
911	601	A	No Value	No Value	11/20/24	No Value	No Value	11/26/24	No Value	12/06/24	12/13/24	12/16/24	12/14, 12/15	12/20/2024	5
B121	602	B	11/16/24	11/29/24	11/27/24	12/07/24	12/08/24	12/09/24	12/13/24	12/11/24	12/16/24	12/17/24	12/14, 12/15	12/20/2024	5
B122	603	B	11/30/24	12/13/24	12/10/24	12/18/24	12/19/24	12/20/24	12/27/24	12/24/24	12/27/24	12/30/24	TBD	1/24/2025	6
M12	604	M	12/01/24	12/31/24	11/29/24	12/21/24	12/22/24	12/23/24	12/31/24	01/08/25	01/10/25	01/14/25	TBD	1/24/2025	6
H01	605	A	12/01/24	12/31/24	12/06/24	12/24/24	12/25/24	12/26/24	01/02/25	01/08/25	01/14/25	01/15/25	TBD	1/24/2025	6
999	N/A	A	No Value	No Value	12/18/24	No Value	No Value	01/03/25	No Value	N/A	N/A	N/A	TBD	1/24/2025	6
912	606	A	No Value	No Value	12/19/24	No Value	No Value	12/27/24	No Value	01/08/25	01/15/25	01/16/25	TBD	1/24/2025	6
B011	607	B	12/14/24	12/27/24	12/30/24	01/04/25	01/05/25	01/06/25	01/10/25	01/08/25	01/16/25	01/17/25	TBD	1/24/2025	6
913	608	A	No Value	No Value	TBD	No Value	No Value	TBD	No Value	TBD	TBD	TBD	TBD	1/24/2025	6
914	609	A	No Value	No Value	TBD	No Value	No Value	TBD	No Value	TBD	TBD	TBD	TBD	1/24/2025	6
915	610	A	No Value	No Value	TBD	No Value	No Value	TBD	No Value	TBD	TBD	TBD	TBD	1/24/2025	6
916	611	A	No Value	No Value	TBD	No Value	No Value	TBD	No Value	TBD	TBD	TBD	TBD	1/24/2025	6
B012	612	B	12/28/24	01/10/25	01/07/25	01/15/25	01/16/25	01/17/25	01/24/25	01/28/25	01/30/25	01/31/25	TBD	2/21/2025	7
M01	613	M	01/01/25	01/31/25	12/31/24	01/22/25	01/23/25	01/24/25	01/31/25	02/07/25	02/11/25	02/13/25	TBD	2/21/2025	7
B021	614	B	01/11/25	01/24/25	01/21/25	02/01/25	02/02/25	02/03/25	02/07/25	02/07/25	02/13/25	02/14/25	TBD	2/21/2025	7
901	615	A	No Value	No Value	01/23/25	No Value	No Value	01/29/25	No Value	02/07/25	02/14/25	02/17/25	TBD	2/21/2025	7

Payroll Schedule	PAM GTN Run Number	Payroll Type	Payroll Period Start Date	Payroll Period End Date	Time Report Generated	Input Deadline	Corrections Deadline	Payroll Processed	Paydate	LOAD CLAS 7:00am +	LOAD PAM 8:00am	Post PYRL To CORE	CORE Maintenance Weekend	Period Close	Acctg Period
B022	616	B	01/25/25	02/07/25	02/04/25	02/12/25	02/13/25	02/14/25	02/21/25	02/25/25	02/27/25	02/28/25	TBD	3/21/2025	8
M02	617	M	02/01/25	02/28/25	01/31/25	02/19/25	02/20/25	02/21/25	02/28/25	03/07/25	03/11/25	03/13/25	TBD	3/21/2025	8
B031	618	B	02/08/25	02/21/25	02/18/25	03/01/25	03/02/25	03/03/25	03/07/25	03/07/25	03/13/25	03/14/25	TBD	3/21/2025	8
902	619	A	No Value	No Value	02/20/25	No Value	No Value	02/26/25	No Value	03/07/25	03/14/25	03/17/25	TBD	3/21/2025	8
B032	620	B	02/22/25	03/07/25	03/04/25	03/15/25	03/16/25	03/17/25	03/21/25	03/25/25	03/27/25	03/28/25	TBD	4/18/2025	9
M03	621	M	03/01/25	03/31/25	02/28/25	03/22/25	03/23/25	03/24/25	03/31/25	04/07/25	04/09/25	04/11/25	TBD	4/18/2025	9
B041	622	B	03/08/25	03/21/25	03/18/25	03/29/25	03/30/25	03/31/25	04/04/25	04/07/25	04/11/25	04/14/25	TBD	4/18/2025	9
903	623	A	No Value	No Value	03/23/25	No Value	No Value	03/27/25	No Value	04/07/25	04/14/25	04/15/25	TBD	4/18/2025	9
B042	624	B	03/22/25	04/04/25	04/01/25	04/12/25	04/13/25	04/14/25	04/18/25	04/22/25	04/24/25	04/25/25	TBD	5/23/2025	10
M04	625	M	04/01/25	04/30/25	03/28/25	04/21/25	04/22/25	04/23/25	04/30/25	05/07/25	05/09/25	05/13/25	TBD	5/23/2025	10
B051	626	B	04/05/25	04/18/25	04/15/25	04/23/25	04/24/25	04/25/25	05/02/25	05/07/25	05/13/25	05/14/25	TBD	5/23/2025	10
904	627	A	No Value	No Value	04/22/25	No Value	No Value	04/28/25	No Value	05/07/25	05/14/25	05/15/25	TBD	5/23/2025	10
B052	628	B	04/19/25	05/02/25	04/29/25	05/10/25	05/11/25	05/12/25	05/16/25	05/28/25	05/30/25	06/02/25	TBD	6/20/2025	11
M05	629	M	05/01/25	05/31/25	04/30/25	05/20/25	05/21/25	05/22/25	05/30/25	06/06/25	06/10/25	06/12/25	TBD	6/20/2025	11
B053	630	B	05/03/25	05/16/25	05/13/25	05/21/25	05/22/25	05/23/25	05/30/25	06/06/25	06/12/25	06/13/25	TBD	6/20/2025	11
905	631	A	No Value	No Value	05/21/25	No Value	No Value	05/28/25	No Value	06/06/25	06/13/25	06/16/25	TBD	6/20/2025	11
B061	632	B	05/17/25	05/30/25	05/27/25	06/07/25	06/08/25	06/09/25	06/13/25	06/11/25	06/16/25	06/17/25	TBD	6/20/2025	11
B062	633	B	05/31/25	06/13/25	06/10/25	06/21/25	06/22/25	06/23/25	06/27/25	06/24/25	06/26/25	06/27/25	TBD	7/18/2025	12
M06	634	M	06/01/25	06/30/25	05/30/25	06/22/25	06/23/25	06/24/25	07/01/25	07/07/25	07/09/25	07/11/25	TBD	7/18/2025	12
906	635	A	No Value	No Value	06/18/25	No Value	No Value	06/27/25	No Value	07/08/25	07/11/25	07/14/25	TBD	7/18/2025	12
B071	636	B	06/14/25	06/27/25	06/20/25	07/05/25	07/06/25	07/07/25	07/11/25	07/09/25	07/14/25	07/15/25	TBD	7/18/2025	12

Fiscal Year Rules

Payrolls fall in accounting periods based on pay period end date

Monthly

- CORE: will post to CORE **on average** of 8-9 business days from pay period end date
- Load CLAS: 5 business days following end of month
- Load PAM: 2 business days following load CLAS
- PYRL to CORE Approval: 2 days following load to PAM
- Post PYRL to CORE: 2 days following load to PAM
- Period Close: 3rd Friday of each month
 - If the 1st is on Thursday or Friday, 4th Friday of the month

Biweekly

- CORE: will post to CORE **on average** of 9 business days from pay period end date
- Load CLAS: 2-3 business days following payroll process (allow 3 when able)
 - Departments can make corrections using WFC15 before CLAS load. This is updated hourly for corrections.
- Load PAM: 2 business days following load CLAS or in order after monthly
- PYRL to CORE Approval: 1 day following load to PAM
- Post PYRL to CORE: 1 day following load to PAM
- Period Close: 3rd Friday of each month
 - If the 1st is on Thursday or Friday, 4th Friday of the month