

September 2016
CIVIL SERVICE BENEFIT CUT-OFF'S

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	Holiday	6	7	8	9 Cut-off to key PAR's to reflect correct Benefit rates for current month.	10
11 Cut-off for Dental, Vision and FlexElect forms to be received by SCO for a current month deduction and to retain a standard effective date of 10/1/16 for FlexElect.	12	13	14 3:00 PM Cut-off to key HBD12's to my/CalPERS for a current month deduction and any retroactive adjustments.	15 Cut-off for Miscellaneous Deduction forms (Parking, Long Term Disab., etc) to be received by SCO for a current month deduction.	16 3:00 PM Cut-off to key HBD12's to my/CalPERS for a current month deduction (retroactive adjustments will process next month). Cut-off to key PARs to reflect new Vision, Basic Life, Vision changes into & out of R06, Dental changes between basic & enhanced and R05 CHPDIP updates for a current month deduction.	17
18 Cut-off to key PAR's to reflect correct R18 Coben deductions for current month.	19	20	21 Cut-off to key PAR's to reflect correct Coben deductions (all except R18) for current month.	22 MASTER PAYROLL CUTOFF	23	24
25	26	27	28	29	30	