


# FEBRUARY 2026

## Atsá Biyáázh - February (Birth of Eaglets)

## Department Payroll Monthly Schedule

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 <b>*1st Notice</b> DUE Overtime, <b>*Backpays</b> & Payroll Deduction Forms	3 <b>*2nd Notice</b> DUE Overtime, <b>*Backpays</b> & Payroll Deduction Forms <b>*Grazing, Farm, Land Pay</b> Stub Detail & CD Claim Forms <b>DUE by 9:00 am.</b> <b>*DPM final change on</b> employee's assignment.	4 *Release PR Checks & Advices <b>*Final Notice</b> DUE Overtime, <b>*Backpays</b> & Payroll Deduction Forms.	5  <b>*DUE: Department</b> Timesheets by 3:00 pm	6 <b>Pay Period Ending</b> CYCLE 10	7
8	9       *DPM Final Update on Dept No Check List	10	11	12	13 <b>*1st Notice</b> DUE Overtime, <b>**Backpays</b> & Payroll Deduction Forms  *Complete Final Payroll *Email Dept Timesheets	14
15	16 <b>HOLIDAY</b> <b>PRESIDENT'S DAY</b> 	17 <b>*2nd Notice</b> DUE Overtime, <b>*Backpays</b> & Payroll Deduction Forms <b>*Grazing, Farm, Land Pay</b> Stub Detail & CD Claim Forms <b>DUE by 9:00 am.</b> <b>*DPM final change on</b> employee's assignment.	18 *Release PR Checks & Advices <b>*Final Notice</b> DUE Overtime, <b>*Backpays</b> & Payroll Deduction Forms.	19  <b>*DUE: Department</b> Timesheets by 3:00 pm	20 <b>Pay Period Ending</b> CYCLE 11	21
22	23       *DPM Final Update on Dept No Check List	24	25	26	27       *Complete Final Payroll *Email Dept Timesheets	28
Mar 1	2	3	4	5	6 <b>Pay Period Ending</b> CYCLE 12	7

**\*\*Backpay Forms** received after 4pm on a Friday during Non-Payroll Week will be moved to the next Pay Period

APPROVED BY:

  
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