

**CONSOLIDATED SYSTEM CONTROL DIVISION (CSCD)  
PAY OPERATIONS AND SERVICE MANAGEMENT DIRECTORATE (POSMD)  
NATIONAL PAY PROCESSING SCHEDULE  
PAY MASTERS 08, 25, 34, 36, 62 AND 66**

**JANUARY 2005**

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>(5003) 03</b>	<b>(5004) 04</b>	<b>(5005) 05</b>	<b>(5006) 06</b>	<b>(5007) 07</b>
<b>Holiday</b>	SUPP. 7A PP01-2005 CYCLE 1 7B PP01-2005 CYCLE 1	NO SCHEDULED UPDATE WEEKLY #2 RE: PAO PAI10-- FIS	SUPP. PAJ30-- CSB EXTRACT	NO SCHEDULED UPDATE CO-OP RELEASE PAI10-- FIS TBL/PG94
<b>(5010) 10</b>	<b>(5011) 11</b>	<b>(5012) 12</b>	<b>(5013) 13</b>	<b>(5014) 14</b>
SUPP.	NO SCHEDULED UPDATE PAI10-- FIS	SUPP. 7C PP02-2005 CYCLE 2 WEEKLY #3 RE: PAO	NO SCHEDULED UPDATE PAI10-- FIS PAJ30-- CSB EXTRACT	SUPP. 6C PP01 NET-2005 PO34/36 CO-OP RELEASE
<b>(5017) 17</b>	<b>(5018) 18</b>	<b>(5019) 19</b>	<b>(5020) 20</b>	<b>(5021) 21</b>
NO SCHEDULED UPDATE PAI10-- FIS	SUPP. 7A PP02-2005 CYCLE 2 7B PP02-2005 CYCLE 2	NO SCHEDULED UPDATE PAI10-- FIS WEEKLY #4 RE: PAO MONTH-END JAN 2005	SUPP. (JAN BUS.) 6C PP02-2005 (INTERIM) PO34 ONLY (FEB. BUS.) PAI10-FIS PAJ30-- CSB EXTRACT	NO SCHEDULED UPDATE CO-OP RELEASE MONTH-END RELEASE - JAN 2005 TBL / PG97 PAI10-- FIS
<b>(5024) 24</b>	<b>(5025) 25</b>	<b>(5026) 26</b>	<b>(5027) 27</b>	<b>(5028) 28</b>
SUPP. (JAN. BUS. )	NO SCHEDULED UPDATE PAI10-- FIS	SUPP.(JAN.BUS) 7C PP03-2005 CYCLE 1 (FEB.BUS.) WEEKLY #1 RE: PAO	NO SCHEDULED UPDATE PAI10-- FIS / PAI98-FIS PAJ30-- CSB EXTRACT	SUPP.(FEB BUS.DATED 01-02-2005) CO-OP RELEASE STATS FOR JAN 2005
<b>(5031) 31</b>				
NO SCHEDULED UPDATE PAI10-- FIS				

**SPECIAL NOTES FOR CSCD**  
CODING PROFORMA DOCUMENTS.

PG94 IS PROCESSED TO MOVE TRANSACTIONS TO THE ARCHIVE AREA OF THE TRANSACTION DATA BASE (TDB).

PG97 IS PROCESSED TO PURGE TRANSACTIONS THAT ARE OLDER THAN TWO YEARS.

**SPECIAL NOTES FOR CLIENTS**

THE ON-LINE PAY PERIOD CALENDAR WILL BE CHANGED AT 2:00 P.M., OTTAWA TIME, FOR EASTERN REGIONS AND 3:00 P.M., OTTAWA TIME, FOR WESTERN REGIONS ON AN UPDATE BASIS.

BATCH TRANSACTIONS SHOULD BE SUBMITTED A MINIMUM OF FIVE WORKING DAYS IN ADVANCE OF A GIVEN PAY CYCLE PROCESSING DATE TO ENSURE PROPER PAY PERIOD PROCESSING BY PUBLIC WORKS AND GOVERNMENT SERVICES CANADA (PWGSC).

THE SUPPLEMENTARY UPDATE CUT-OFF TIME FOR THE PROCESSING OF TRANSFER TRANSACTIONS IS 1:00 P.M., OTTAWA TIME.  
POSMD COMMUNIQUÉ NO. 2004-001 DATED OCTOBER 2004