

Leave Reporting Schedule and Submission Deadlines - 2021

Leave Report Period	Start Entering	Submit to Supervisor By	Supervisor Approve By
01/01/21- 01/31/21	12/14/2020	2/3/2021	2/8/2021
02/01/21 - 02/28/21	1/25/2021	3/3/2021	3/8/2021
03/01/21 - 03/31/21	2/22/2021	4/5/2021	4/8/2021
04/01/21 - 04/30/21	3/24/2021	5/5/2021	5/10/2021
05/01/21 - 05/31/21	4/26/2021	6/3/2021	6/8/2021
06/01/21 - 06/30/21	5/24/2021	7/6/2021	7/9/2021
07/01/21 - 07/31/21	6/23/2021	8/4/2021	8/9/2021
08/01/21 - 08/31/21	7/26/2021	9/3/2021	9/9/2021
09/01/21 - 09/30/21	8/24/2021	10/5/2021	10/8/2021
10/01/21 - 10/31/21	9/23/2021	11/3/2021	11/8/2021
11/01/21 - 11/30/21	10/25/2021	12/3/2021	12/8/2021
12/01/21 - 12/31/21	11/23/2021	1/6/2022	1/11/2022