

Leave Reporting Schedule and Submission Deadlines - 2022

Leave Report Period	Start Entering	Submit to Supervisor By	Supervisor Approve By
01/01/22- 01/31/22	12/20/2021	2/3/2022	2/8/2022
02/01/22 - 02/28/22	1/25/2022	3/3/2022	3/8/2022
03/01/22 - 03/31/22	2/22/2022	4/5/2022	4/8/2022
04/01/22 - 04/30/22	3/25/2022	5/4/2022	5/9/2022
05/01/22 - 05/31/22	4/25/2022	6/3/2022	6/8/2022
06/01/22 - 06/30/22	5/25/2022	7/6/2022	7/11/2022
07/01/22 - 07/31/22	6/24/2022	8/3/2022	8/8/2022
08/01/22 - 08/31/22	7/25/2022	9/6/2022	9/9/2022
09/01/22 - 09/30/22	8/25/2022	10/5/2022	10/10/2022
10/01/22 - 10/31/22	9/26/2022	11/3/2022	11/8/2022
11/01/22 - 11/30/22	10/25/2022	12/5/2022	12/8/2022
12/01/22 - 12/31/22	11/23/2022	1/5/2023	1/10/2023