

Random Moment Time Study Critical Dates

General Due Date Guidelines:

- Staff pool lists and calendars are due one month prior to the first day of the quarter
- Time study moments are due two weeks following the end of the quarter
- Financials are due 45 days following the end of the quarter

July – September 2011 Quarter

Staff Pool List and Calendars Due	7/1/11
Time Study Moments Due	10/14/11
Financials Due	11/18/11

October – December 2011 Quarter

Staff Pool List and Calendars Due	9/2/11
Time Study Moments Due	1/13/12
Financials Due	2/17/12

January – March 2012 Quarter

Staff Pool List and Calendars Due	11/18/11
Time Study Moments Due	4/13/12
Financials Due	5/18/12

April – June 2012 Quarter

Staff Pool List and Calendars Due	3/2/12
Time Study Moments Due	7/13/12
Financials Due	8/17/12