

**DOA-DOF PAYROLL SERVICES
TIMEKEEPER SCHEDULE (2026)**

	ACOA TIMEKEEPERS			AMHS TIMEKEEPERS			BIWEEKLY (BIWK1) TIMEKEEPERS						
PAY PERIOD	ACOA PAY PERIOD START DATE	ACOA PAY PERIOD END DATE	ACOA TIMESHEET DUE DATE	AMHS PAY PERIOD START DATE	AMHS PAY PERIOD END DATE	AMHS TIMESHEET DUE DATE	BIWK1 PAY PERIOD START DATE	BIWK1 PAY PERIOD END DATE	BIWK1 TIMESHEET DUE DATE	BIWK1 TIMEKEEPER/ESS DUE DATE	PAYROLL #	MAIL DISTRIBUTION	PAYDAY
01	12/18/2025	12/31/2025	1-2 Fri	12/20/2025	1/2/2026	1-5 Mon	12/22/2025	1/4/2026	1-5 Mon	1-6 Tue	1 - JAN	1-14 Wed	1-16 Fri
02	1/1/2026	1/14/2026	1-16 Fri	1/3/2026	1/16/2026	1-20 Tue*	1/5/2026	1/18/2026	1-20 Tue*	1-20 Tue	2 - JAN	1-28 Wed	1-30 Fri
03	1/15/2026	1/28/2026	1-30 Fri	1/17/2026	1/30/2026	2-2 Mon	1/19/2026	2/1/2026	2-2 Mon	2-3 Tue	1 - FEB	2-11 Wed	2-13 Fri
04	1/29/2026	2/11/2026	2-13 Fri	1/31/2026	2/13/2026	2-17 Tue*	2/2/2026	2/15/2026	2-17 Tue*	2-17 Tue	2 - FEB	2-25 Wed	2-27 Fri
05	2/12/2026	2/25/2026	2-27 Fri	2/14/2026	2/27/2026	3-2 Mon	2/16/2026	3/1/2026	3-2 Mon	3-3 Tue	1 - MAR	3-11 Wed	3-13 Fri
06	2/26/2026	3/11/2026	3-13 Fri	2/28/2026	3/13/2026	3-16 Mon	3/2/2026	3/15/2026	3-16 Mon	3-17 Tue	2 - MAR	3-25 Wed	3-27 Fri
07	3/12/2026	3/25/2026	3-27 Fri	3/14/2026	3/27/2026	3-31 Tue*	3/16/2026	3/29/2026	3-31 Tue*	3-31 Tue	1 - APR	4-8 Wed	4-10 Fri
08	3/26/2026	4/8/2026	4-10 Fri	3/28/2026	4/10/2026	4-13 Mon	3/30/2026	4/12/2026	4-13 Mon	4-14 Tue	2 - APR	4-22 Wed	4-24 Fri
09	4/9/2026	4/22/2026	4-24 Fri	4/11/2026	4/24/2026	4-27 Mon	4/13/2026	4/26/2026	4-27 Mon	4-28 Tue	1 - MAY	5-6 Wed	5-8 Fri
10	4/23/2026	5/6/2026	5-8 Fri	4/25/2026	5/8/2026	5-11 Mon	4/27/2026	5/10/2026	5-11 Mon	5-12 Tue	2 - MAY	5-20 Wed	5-22 Fri
11	5/7/2026	5/20/2026	5-22 Fri	5/9/2026	5/22/2026	5-26 Tue*	5/11/2026	5/24/2026	5-26 Tue*	5-26 Tue	1 - JUN	6-3 Wed	6-5 Fri
12	5/21/2026	6/3/2026	6-5 Fri	5/23/2026	6/5/2026	6-8 Mon	5/25/2026	6/7/2026	6-8 Mon	6-9 Tue	2 - JUN	6-17 Wed	6-18 Thu*
13	6/4/2026	6/17/2026	6-22 Mon*	6/6/2026	6/19/2026	6-22 Mon	6/8/2026	6/21/2026	6-22 Mon	6-23 Tue	1 - JUL	7-1 Wed	7-2 Thu*
14	6/18/2026	7/1/2026	7-6 Mon*	6/20/2026	7/3/2026	7-6 Mon	6/22/2026	7/5/2026	7-6 Mon	7-7 Tue	2 - JUL	7-15 Wed	7-17 Fri
15	7/2/2026	7/15/2026	7-17 Fri	7/4/2026	7/17/2026	7-20 Mon	7/6/2026	7/19/2026	7-20 Mon	7-21 Tue	3 - JUL	7-29 Wed**	7-31 Fri
16	7/16/2026	7/29/2026	7-31 Fri	7/18/2026	7/31/2026	8-3 Mon	7/20/2026	8/2/2026	8-3 Mon	8-4 Tue	1 - AUG	8-12 Wed	8-14 Fri
17	7/30/2026	8/12/2026	8-14 Fri	8/1/2026	8/14/2026	8-17 Mon	8/3/2026	8/16/2026	8-17 Mon	8-18 Tue	2 - AUG	8-26 Wed	8-28 Fri
18	8/13/2026	8/26/2026	8-28 Fri	8/15/2026	8/28/2026	8-31 Mon	8/17/2026	8/30/2026	8-31 Mon	9-1 Tue	1 - SEP	9-10 Thu	9-11 Fri
19	8/27/2026	9/9/2026	9-11 Fri	8/29/2026	9/11/2026	9-14 Mon	8/31/2026	9/13/2026	9-14 Mon	9-15 Tue	2 - SEP	9-23 Wed	9-25 Fri
20	9/10/2026	9/23/2026	9-25 Fri	9/12/2026	9/25/2026	9-28 Mon	9/14/2026	9/27/2026	9-28 Mon	9-29 Tue	1 - OCT	10-7 Wed	10-9 Fri
21	9/24/2026	10/7/2026	10-9 Fri	9/26/2026	10/9/2026	10-12 Mon	9/28/2026	10/11/2026	10-12 Mon	10-13 Tue	2 - OCT	10-22 Thu	10-23 Fri
22	10/8/2026	10/21/2026	10-23 Fri	10/10/2026	10/23/2026	10-26 Mon	10/12/2026	10/25/2026	10-26 Mon	10-27 Tue	1 - NOV	11-4 Wed	11-6 Fri
23	10/22/2026	11/4/2026	11-6 Fri	10/24/2026	11/6/2026	11-9 Mon	10/26/2026	11/8/2026	11-9 Mon	11-10 Tue	2 - NOV	11-18 Wed	11-20 Fri
24	11/5/2026	11/18/2026	11-20 Fri	11/7/2026	11/20/2026	11-23 Mon	11/9/2026	11/22/2026	11-23 Mon	11-24 Tue	1 - DEC	12-2 Wed	12-4 Fri
25	11/19/2026	12/2/2026	12-4 Fri	11/21/2026	12/4/2026	12-7 Mon	11/23/2026	12/6/2026	12-7 Mon	12-8 Tue	2 - DEC	12-16 Wed	12-18 Fri
26	12/3/2026	12/16/2026	12-18 Fri	12/5/2026	12/18/2026	12-21 Mon	12/7/2026	12/20/2026	12-21 Mon	12-22 Tue	3 - DEC	12-30 Wed**	12-31 Thu*

GENERAL INFORMATION:

Timesheets are due as soon as possible on the dates listed above.

BIWK1 = All employees except AMHS and ACOA

* = Regular date occurs on an observed holiday and has been moved to a different day.

** = 3rd Distribution of the Month - deferred Comp, healthcare benefits, State housing rent, and SHARE donations will be NOT deducted.

LEAVE CASH-INS:

- Leave Cash-ins must be received the same day timesheets are due.

- Every effort will be made to pay with current payroll processing, however, a leave cash-in may not be paid until the deadline provided by the collective bargaining agreements.

- Leave cash-ins must be submitted separately from timesheets. See form and instructions: doa.alaska.gov/dof/payroll/leavecashin.html

PERSONNEL ACTIONS:

- Personnel actions are due within 3 days of the effective date of the action.