

DIOCESE OF SACRAMENTO
Payroll Processing Schedule - 2025

Paydata should be **transmitted to ADP by NOON** on the In Date indicated below

WK#	PERIOD END	IN DATE (Transmittal Date)	OUT DATE (Delivery Date)	PAY DATE
1st Quarter				
1	12/31/2025	01/02/2025	01/03/2025	01/07/2025
3	01/15/2025	01/16/2025	01/17/2025	01/22/2025
6	01/31/2025	02/04/2025	02/05/2025	02/07/2025
8	02/15/2025	02/18/2025	02/19/2025	02/21/2025
10	02/28/2025	03/04/2025	03/05/2025	03/07/2025
12	03/15/2025	03/18/2025	03/19/2025	03/21/2025
2nd Quarter				
14	03/31/2025	04/02/2025	04/03/2025	04/07/2025
16	04/15/2025	04/16/2025	04/17/2025	04/22/2025
19	04/30/2025	05/02/2025	05/05/2025	05/07/2025
21	05/15/2025	05/19/2025	05/20/2025	05/22/2025
23	05/31/2025	06/03/2025	06/04/2025	06/06/2025
25	06/15/2025	06/16/2025	06/17/2025	06/20/2025
3rd Quarter				
27	06/30/2025	07/01/2025	07/02/2025	07/07/2025
29	07/15/2025	07/17/2025	07/18/2025	07/22/2025
32	07/31/2025	08/04/2025	08/05/2025	08/07/2025
34	08/15/2025	08/19/2025	08/20/2025	08/22/2025
36	08/31/2025	09/02/2025	09/03/2025	09/05/2025
38	09/15/2025	09/17/2025	09/18/2025	09/22/2025
4th Quarter				
40	09/30/2025	10/02/2025	10/03/2025	10/07/2025
43	10/15/2025	10/17/2025	10/20/2025	10/22/2025
45	10/31/2025	11/04/2025	11/05/2025	11/07/2025
47	11/15/2025	11/18/2025	11/19/2025	11/21/2025
49	11/30/2025	12/02/2025	12/03/2025	12/05/2025
51	12/15/2025	12/17/2025	12/18/2025	12/22/2025
1	12/31/2025	01/02/2026	01/05/2026	01/07/2026

Highlighted periods are submitted one day earlier due to a Holiday.