



Secretariat

20 December 2021

Information circular

To: Members of the staff
 From: The Secretary-General 
 Subject: **Payroll schedule for the period from 1 January to 31 December 2022**

1. The purpose of the present circular is to inform staff of the payroll schedule for the period from 1 January to 31 December 2022.
2. The payroll schedule is shown in the table below:

Table (1 January–31 December 2022)

<i>Month</i>	<i>Mid-month</i>	<i>Month end</i>	<i>Human Resources cut-off date</i>
January	7 January 2022 (Friday)	21 January 2022 (Friday)	14 January 2022 (Friday)
February	7 February 2022 (Monday)	21 February 2022 (Monday)	14 February 2022 (Monday)
March	7 March 2022 (Monday)	21 March 2022 (Monday)	14 March 2022 (Monday)
April	7 April 2022 (Thursday)	21 April 2022 (Thursday)	14 April 2022 (Thursday)
May	6 May 2022 (Friday)	20 May 2022 (Friday)	13 May 2022 (Friday)
June	7 June 2022 (Tuesday)	21 June 2022 (Tuesday)	14 June 2022 (Tuesday)
July	7 July 2022 (Thursday)	21 July 2022 (Thursday)	14 July 2022 (Thursday)
August	5 August 2022 (Friday)	22 August 2022 (Monday)	15 August 2022 (Monday)
September	7 September 2022 (Wednesday)	21 September 2022 (Wednesday)	14 September 2022 (Wednesday)

<i>Month</i>	<i>Mid-month</i>	<i>Month end</i>	<i>Human Resources cut-off date</i>
October	7 October 2022 (Friday)	21 October 2022 (Friday)	14 October 2022 (Friday)
November	7 November 2022 (Monday)	21 November 2022 (Monday)	14 November 2022 (Monday)
December	8 December 2022 (Thursday)	15 December 2022 (Thursday)	9 December 2022 (Friday)

(Signed) **Michael W. Lodge**
Secretary-General