



## Secretariat

20 December 2021

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### Information circular

To: Members of the staff

From: The Secretary-General

Subject: **Payroll schedule for 2022**

The purpose of the present circular is to inform staff of the payroll schedule for 2022, which is shown in the table below.

<i>Month</i>	<i>Mid-month</i>	<i>Month end</i>	<i>Human Resources cut-off date</i>
January	7 January (Friday)	21 January (Friday)	14 January (Friday)
February	7 February (Monday)	21 February (Monday)	14 February (Monday)
March	7 March (Monday)	21 March (Monday)	14 March (Monday)
April	7 April (Thursday)	21 April (Thursday)	14 April (Thursday)
May	6 May (Friday)	20 May (Friday)	13 May (Friday)
June	7 June (Tuesday)	21 June (Tuesday)	14 June (Tuesday)
July	7 July (Thursday)	21 July (Thursday)	14 July (Thursday)
August	5 August (Friday)	22 August (Monday)	15 August (Monday)
September	7 September (Wednesday)	21 September (Wednesday)	14 September (Wednesday)
October	7 October (Friday)	21 October (Friday)	14 October (Friday)
November	7 November (Monday)	21 November (Monday)	14 November (Monday)
December	8 December (Thursday)	15 December (Thursday)	9 December (Friday)

(Signed) Michael W. Lodge  
Secretary-General

