



Secretariat

21 November 2022

Information circular

To: Members of the staff
 From: The Secretary-General
 Subject: **Payroll schedule for 2023**

The purpose of the present circular is to inform staff of the payroll schedule for 2023, 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	6 January (Friday)	20 January (Friday)	13 January (Friday)
February	6 February (Monday)	20 February (Monday)	13 February (Monday)
March	6 March (Monday)	20 March (Monday)	13 March (Monday)
April	6 April (Thursday)	20 April (Thursday)	13 April (Thursday)
May	5 May (Friday)	22 May (Monday)	15 May (Monday)
June	6 June (Tuesday)	20 June (Tuesday)	13 June (Tuesday)
July	7 July (Friday)	21 July (Friday)	14 July (Friday)
August	4 August (Friday)	21 August (Monday)	14 August (Monday)
September	7 September (Thursday)	21 September (Thursday)	14 September (Thursday)
October	6 October (Friday)	20 October (Friday)	13 October (Friday)
November	6 November (Monday)	20 November (Monday)	13 November (Monday)
December	7 December (Thursday)	14 December (Thursday)	8 December (Friday)

(Signed) Michael W. Lodge
 Secretary-General

