

**Time and Leave Due Dates for Calendar Year 2025**  
**State of Hawaii, DAGS Central Payroll**

| Pay Period Ending - ATF | Pay Period Ending - LAG | Actual Pay Date | Timesheet Open | Timesheet Due |
|-------------------------|-------------------------|-----------------|----------------|---------------|
| 12/15/2024              | 12/31/2024              | 01/03/25        | 12/17/2024     | 12/20/2024    |
| 12/31/2024              | 1/15/2025               | 01/17/25        | 12/30/2024     | 1/7/2025      |
| 1/15/2025               | 1/31/2025               | 02/05/25        | 1/14/2025      | 1/24/2025     |
| 1/31/2025               | 2/15/2025               | 02/20/25        | 1/31/2025      | 2/7/2025      |
| 2/15/2025               | 2/28/2025               | 03/05/25        | 2/14/2025      | 2/21/2025     |
| 2/28/2025               | 3/15/2025               | 03/20/25        | 2/28/2025      | 3/10/2025     |
| 3/15/2025               | 3/31/2025               | 04/04/25        | 3/17/2025      | 3/24/2025     |
| 3/31/2025               | 4/15/2025               | 04/17/25        | 4/1/2025       | 4/7/2025      |
| 4/15/2025               | 4/30/2025               | 05/05/25        | 4/14/2025      | 4/23/2025     |
| 4/30/2025               | 5/15/2025               | 05/20/25        | 4/30/2025      | 5/8/2025      |
| 5/15/2025               | 5/31/2025               | 06/05/25        | 5/15/2025      | 5/23/2025     |
| 5/31/2025               | 6/15/2025               | 06/20/25        | 6/2/2025       | 6/9/2025      |
| 6/15/2025               | 6/30/2025               | 07/03/25        | 6/17/2025      | 6/23/2025     |
| 6/30/2025               | 7/15/2025               | 07/18/25        | 6/30/2025      | 7/8/2025      |
| 7/15/2025               | 7/31/2025               | 08/05/25        | 7/15/2025      | 7/24/2025     |
| 7/31/2025               | 8/15/2025               | 08/20/25        | 7/31/2025      | 8/7/2025      |
| 8/15/2025               | 8/31/2025               | 09/05/25        | 8/14/2025      | 8/25/2025     |
| 8/31/2025               | 9/15/2025               | 09/19/25        | 9/2/2025       | 9/9/2025      |
| 9/15/2025               | 9/30/2025               | 10/03/25        | 9/16/2025      | 9/23/2025     |
| 9/30/2025               | 10/15/2025              | 10/20/25        | 9/30/2025      | 10/8/2025     |
| 10/15/2025              | 10/31/2025              | 11/05/25        | 10/15/2025     | 10/24/2025    |
| 10/31/2025              | 11/15/2025              | 11/20/25        | 10/31/2025     | 11/7/2025     |
| 11/15/2025              | 11/30/2025              | 12/05/25        | 11/17/2025     | 11/24/2025    |
| 11/30/2025              | 12/15/2025              | 12/19/25        | 12/2/2025      | 12/9/2025     |