

2025 PROVIDENCE RESEARCH PAYROLL SCHEDULE – SUPERVISOR

Employees must submit hours by Fridays at 6:00 pm.

Pay Period	Pay Period Dates	Approval Date (NOON)	Payment Date (Friday)	Statutory Holiday
1	December 21, 2024 - January 3, 2025*	January 07	January 10	Christmas & New Year
2	January 4 - January 17	January 21	January 24	
3	January 18 - January 31	February 04	February 07	
4	February 1 - February 14	February 18	February 21	
5	February 15 - February 28*	March 04	March 07	Family Day
6	March 1 - March 14	March 18	March 21	
7	March 15 - March 28	April 01	April 04	
8	March 29 - April 11	April 14	April 17	
9	April 12 - April 25*	April 29	May 02	Good Friday
10	April 26 - May 9	May 13	May 16	
11	May 10 - May 23*	May 27	May 30	Victoria Day
12	May 24 - June 6	June 10	June 13	
13	June 7 - June 20	June 24	June 27	
14	June 21 - July 4*	July 08	July 11	Canada Day
15	July 5 - July 18	July 22	July 25	
16	July 19 - August 1	August 05	August 08	
NEW CUT OFF DATES IN EFFECT				
17	August 2 - August 15*	August 18	August 22	BC Day
18	August 16 - August 29	September 02 (Tuesday @ 10 AM)	September 05	
19	August 30 - September 12*	September 15	September 19	Labour Day
20	September 13 - September 26	September 29	October 03	
21	September 27 - October 10*	October 14 (Tuesday @ 10 AM)	October 17	Truth and Reconciliation Day
22	October 11 - October 24*	October 27	October 31	Thanksgiving Day
23	October 25 - November 7	November 10	November 14	
24	November 8 - November 21*	November 24	November 28	Remembrance Day
25	November 22 - December 5	December 08	December 12	
26	December 6 - December 19	December 22	December 26	

*Monday Approval; Thursday Payment

*Tuesday Approval due to holiday

*Tuesday Approval due to holiday

Statutory Holidays*	Pay Period
Christmas Day	Wednesday, December 25
New Year's Day	Wednesday, January 1
Family Day	Monday, February 17
Good Friday	Friday, April 18
Victoria Day	Monday, May 19
Canada Day	Tuesday, July 1
BC Day	Monday, August 4
Labour Day	Monday, September 1
Truth and Reconciliation Day	Tuesday, September 30
Thanksgiving Day	Monday, October 13
Remembrance Day	Tuesday, November 11