

Employees' and Elected Officials Retirement Systems
2026 Benefits Schedule

Pension Payment Month	February-26	March-26	April-26	May-26	June-26	July-26	August-26	September-26	October-26	November-26	December-26	January-27
Begin All Pension Processing in PTG only	Tue, 30 Dec	Thu, 29 Jan	Wed, 25 Feb	Fri, 27 Mar	Tue, 28 Apr	Wed, 27 May	Fri, 26 Jun	Wed, 29 Jul	Thu, 27 Aug	Mon, 28 Sep	Wed, 28 Oct	Wed, 25 Nov
Last Day to Process New Retirees	Wed, 07 Jan	Fri, 06 Feb	Thu, 05 Mar	Mon, 06 Apr	Wed, 06 May	Thu, 04 Jun	Mon, 06 Jul	Thu, 06 Aug	Fri, 04 Sep	Tue, 06 Oct	Thu, 05 Nov	Thu, 03 Dec
New retirees List sent to Benefits	Thu, 08 Jan	Mon, 09 Feb	Fri, 06 Mar	Tue, 07 Apr	Thu, 07 May	Fri, 05 Jun	Tue, 07 Jul	Fri, 07 Aug	Tue, 08 Sep	Wed, 07 Oct	Fri, 06 Nov	Fri, 04 Dec
Benefits to create and send new retirees list for board approval	Fri, 09 Jan	Tue, 10 Feb	Mon, 09 Mar	Wed, 08 Apr	Fri, 08 May	Mon, 08 Jun	Wed, 08 Jul	Mon, 10 Aug	Wed, 09 Sep	Thu, 08 Oct	Mon, 09 Nov	Mon, 07 Dec
Last Day to Process Beneficiary Periodics and Non-Periodics Pension Payments	Mon, 12 Jan	Wed, 11 Feb	Tue, 10 Mar	Thu, 09 Apr	Mon, 11 May	Tue, 09 Jun	Thu, 09 Jul	Tue, 11 Aug	Thu, 10 Sep	Fri, 09 Oct	Tue, 10 Nov	Tue, 08 Dec
Last Day to Process Cutoffs	Tue, 13 Jan	Thu, 12 Feb	Wed, 11 Mar	Fri, 10 Apr	Tue, 12 May	Wed, 10 Jun	Fri, 10 Jul	Wed, 12 Aug	Fri, 11 Sep	Tue, 13 Oct	Wed, 11 Nov	Wed, 09 Dec
Last Day to Process Address Changes	Tue, 13 Jan	Thu, 12 Feb	Wed, 11 Mar	Fri, 10 Apr	Tue, 12 May	Wed, 10 Jun	Fri, 10 Jul	Wed, 12 Aug	Fri, 11 Sep	Tue, 13 Oct	Wed, 11 Nov	Wed, 09 Dec
Last Day to Process Direct Deposits & W-4P	Tue, 13 Jan	Thu, 12 Feb	Wed, 11 Mar	Fri, 10 Apr	Tue, 12 May	Wed, 10 Jun	Fri, 10 Jul	Wed, 12 Aug	Fri, 11 Sep	Tue, 13 Oct	Wed, 11 Nov	Wed, 09 Dec
Start Date to Process Local Prints	Tue, 13 Jan	Thu, 12 Feb	Wed, 11 Mar	Fri, 10 Apr	Tue, 12 May	Wed, 10 Jun	Fri, 10 Jul	Wed, 12 Aug	Fri, 11 Sep	Tue, 13 Oct	Wed, 11 Nov	Wed, 09 Dec
Reconcile Payroll Summary	Thu, 15 Jan	Mon, 16 Feb	Fri, 13 Mar	Mon, 13 Apr	Thu, 14 May	Fri, 12 Jun	Tue, 14 Jul	Fri, 14 Aug	Mon, 14 Sep	Thu, 15 Oct	Fri, 13 Nov	Fri, 11 Dec
Process, review and update Pension Pro from data on Edit Report	Thu, 15 Jan	Mon, 16 Feb	Fri, 13 Mar	Mon, 13 Apr	Thu, 14 May	Fri, 12 Jun	Tue, 14 Jul	Fri, 14 Aug	Mon, 14 Sep	Thu, 15 Oct	Fri, 13 Nov	Fri, 11 Dec
Last Day to Review Non Periodic in Pension Pro	Thu, 15 Jan	Mon, 16 Feb	Fri, 13 Mar	Mon, 13 Apr	Thu, 14 May	Fri, 12 Jun	Tue, 14 Jul	Fri, 14 Aug	Mon, 14 Sep	Thu, 15 Oct	Fri, 13 Nov	Fri, 11 Dec
Payroll File sent to Mellon from Pension Pro	Fri, 16 Jan	Tue, 17 Feb	Mon, 16 Mar	Wed, 15 Apr	Fri, 15 May	Mon, 15 Jun	Wed, 15 Jul	Mon, 17 Aug	Wed, 16 Sep	Fri, 16 Oct	Mon, 16 Nov	Mon, 14 Dec
Mellon Confirms and Post Payroll Transmission *	Tue, 20 Jan	Wed, 18 Feb	Tue, 17 Mar	Thu, 16 Apr	Mon, 18 May	Tue, 16 Jun	Thu, 16 Jul	Tue, 18 Aug	Thu, 17 Sep	Mon, 19 Oct	Tue, 17 Nov	Tue, 15 Dec
Verify Mellon Rejection Report for Deductions, Communicate by email to Human Resources	Wed, 21 Jan	Thu, 19 Feb	Wed, 18 Mar	Fri, 17 Apr	Tue, 19 May	Wed, 17 Jun	Fri, 17 Jul	Wed, 19 Aug	Sun, 20 Sep	Tue, 20 Oct	Wed, 18 Nov	Wed, 16 Dec
Verify with Mellon that ADP Medical report posts	Wed, 21 Jan	Thu, 19 Feb	Wed, 18 Mar	Fri, 17 Apr	Tue, 19 May	Wed, 17 Jun	Fri, 17 Jul	Wed, 19 Aug	Sun, 20 Sep	Tue, 20 Oct	Wed, 18 Nov	Wed, 16 Dec
Staff Review Mellon Error Report to Update Mellon and Pension Pro	Wed, 21 Jan	Thu, 19 Feb	Wed, 18 Mar	Fri, 17 Apr	Tue, 19 May	Wed, 17 Jun	Fri, 17 Jul	Wed, 19 Aug	Sun, 20 Sep	Tue, 20 Oct	Wed, 18 Nov	Wed, 16 Dec
Last Day to Process Local Prints	Thu, 22 Jan	Fri, 20 Feb	Thu, 19 Mar	Mon, 20 Apr	Wed, 20 May	Thu, 18 Jun	Mon, 20 Jul	Thu, 20 Aug	Mon, 21 Sep	Wed, 21 Oct	Thu, 19 Nov	Thu, 17 Dec
Staff Review and Update the Other Data Screen in Mellon	Thu, 22 Jan	Fri, 20 Feb	Thu, 19 Mar	Mon, 20 Apr	Wed, 20 May	Thu, 18 Jun	Mon, 20 Jul	Thu, 20 Aug	Mon, 21 Sep	Wed, 21 Oct	Thu, 19 Nov	Thu, 17 Dec
Confirm Payroll	Mon, 26 Jan	Mon, 23 Feb	Mon, 23 Mar	Wed, 22 Apr	Thu, 21 May	Mon, 22 Jun	Wed, 22 Jul	Fri, 21 Aug	Wed, 23 Sep	Fri, 23 Oct	Fri, 20 Nov	Mon, 21 Dec
Mellon Process Data Files *	Wed, 28 Jan	Tue, 24 Feb	Wed, 25 Mar	Fri, 24 Apr	Fri, 22 May	Wed, 24 Jun	Mon, 27 Jul	Tue, 25 Aug	Fri, 25 Sep	Mon, 26 Oct	Mon, 23 Nov	Thu, 24 Dec
Checks and ACH Mailed *	Thu, 29 Jan	Wed, 25 Feb	Fri, 27 Mar	Tue, 28 Apr	Wed, 27 May	Fri, 26 Jun	Wed, 29 Jul	Thu, 27 Aug	Mon, 28 Sep	Wed, 28 Oct	Wed, 25 Nov	Tue, 29 Dec

Key:

Benefits
Accounting
Benefits and Accounting

Notes:

* Mellon Scheduled Dates

HOLIDAYS	DATES	HOLIDAYS	DATES
New Year's Day Observed	Thu, 01 Jan 2026	Independence Day	Fri, 03 Jul 2026
Martin Luther King Jr.'s Birthday	Mon, 19 Jan 2026	Labor Day	Mon, 07 Sep 2026
President's Day	Mon, 16 Feb 2026	Indigenous Peoples' Day	Mon, 12 Oct 2026
Good Friday	Fri, 03 Apr 2026	Veterans Day	Wed, 11 Nov 2026
Memorial Day	Mon, 25 May 2026	Thanksgiving Day	Thu, 26 Nov 2026
Juneteenth	Fri, 19 Jun 2026	Christmas Day	Fri, 25 Dec 2026