

Due to the upcoming Martin Luther King holiday and the closure of government offices in the Washington, D.C. area for the Presidential inauguration, payroll will be processed on an expedited schedule. We have been instructed by Headquarters to have all employees' timesheets input and certified by 4:00 p.m. on Friday, January 16, 2009. This will allow the Headquarters' Payroll Office to run the necessary interface with the Defense Finance and Accounting Service so employees may be paid on January 29, 2009.

Please ensure that all timesheets are certified by 4:00 p.m., Friday, January 16, 2009. If you need assistance, please contact Kathy Braden on (865) 576-0777.