

2023 Important Year-End HR Dates

DECEMBER 2023

- 5th**
Deadline to file EEO-1 report (100 or more employee companies)
- 25th**
Christmas observed – Federal Reserve closed
- 29th**
Last day to add 2023 wages or benefits

FEBRUARY 2024

- 1st** (Through 4/30)
Post a copy of OSHA 300A Log for the previous calendar year
- 5th**
Last day to approve ACA Forms **to ensure on-time filing with the IRS**
- 20th**
Presidents' Day – Federal Reserve closed

JANUARY 2024

- 1st**
New Year's Day observed – Federal Reserve closed
- 2nd**
First day to Approve ACA Forms for 2024
- 15th**
Martin Luther King Day – Federal Reserve closed
- 17th**
Last day to approve ACA Forms for delivery prior to January 31
- 31st**
Deadline to distribute ACA forms to residents of California and Rhode Island
- 31st**
Deadline for employers filing W2s and 1099s

MARCH 2024

- 2nd**
Deadline to distribute ACA forms to meet Federal and remaining state deadlines