

Philip Morris Switzerland - Manpower - Monthly Payment/Invoicing Calendar 2026

Month 2026	From / To	Weeks Paid	Deadline to send timesheet(s) and have it validated = Mondays	Transfer is done on:
January	05.01.26 - 25.01.26	02-03-04	26.01.2026	29.01.2026
February	26.01.26 - 22.02.26	5-6-7-8	23.02.2026	26.02.2026
March	23.02.26 - 22.03.26	9-10-11-12	23.03.2026	26.03.2026
April	23.03.26 - 26.04.26	13-14-15-16-17	27.04.2026	30.04.2026
May	27.04.26 - 24.05.26	18-19-20-21	25.05.2026	28.05.2026
June	25.05.26 - 21.06.26	22-23-24-25	22.06.2026	25.06.2026
July	22.06.26 - 26.07.26	26-27-28-29-30	27.07.2026	30.07.2026
August	27.07.26 - 23.08.26	31-32-33-34	24.08.2026	27.08.2026
September	24.08.26 - 20.09.26	35-36-37-38	21.09.2026	24.09.2026
October	21.09.26 - 25.10.26	39-40-41-42-43	26.10.2026	29.10.2026
November	26.10.26 - 22.11.26	44-45-46-47	23.11.2026	26.11.2026
December*	23.11.26 - 13.12.26	48-49-50	14.12.2026	17.12.2026
December*	14.12.26 - 03.01.27	51-52-01	04.01.2027	07.01.2027



It is crucial to have your timesheets approved each week AND to respect the **date in red which is the deadline to ensure salary treatment in that month.**

Please note that if the delays above are not respected, it won't be possible to pay out your salary before the following week at the soonest.

* 2 exceptional payments are to be expected at the end of the year and will be communicated on due time
The payment date of January 7, 2027 is subject to change