

## LEAVE ACCRUAL SCHEDULE 2023

ACCRUAL	BEGIN DATE	END DATE	LEAVE ACCRUAL, FINAL PAY CALC, LAST DAY FOR REPORTED TIME SUBMIT & APPROVAL (6:30 PM), & LAST DAY FOR PAYABLE TIME APPROVAL (7 PM) *	PAY DAY
26	12/11/22	12/24/22	12/30/22	01/06/23
1	12/25/22	01/07/23	01/13/23	01/20/23
2	01/08/23	01/21/23	01/27/23	02/03/23
3	01/22/23	02/04/23	02/10/23	02/17/23
4	02/05/23	02/18/23	02/24/23	03/03/23
5	02/19/23	03/04/23	03/10/23	03/17/23
6	03/05/23	03/18/23	03/24/23	03/31/23
7	03/19/23	04/01/23	04/07/23	04/14/23
8	04/02/23	04/15/23	04/21/23	04/28/23
9	04/16/23	04/29/23	05/05/23	05/12/23
10	04/30/23	05/13/23	05/19/23	05/26/23
11	05/14/23	05/27/23	06/02/23	06/09/23
12	05/28/23	06/10/23	06/16/23	06/23/23
13	06/11/23	06/24/23	06/30/23	07/07/23
14	06/25/23	07/08/23	07/14/23	07/21/23
15	07/09/23	07/22/23	<b>07/26/23</b>	08/04/23
16	07/23/23	08/05/23	08/11/23	08/18/23
17	08/06/23	08/19/23	08/25/23	09/01/23
18	08/20/23	09/02/23	09/08/23	09/15/23
19	09/03/23	09/16/23	09/22/23	09/29/23
20	09/17/23	09/30/23	10/06/23	10/13/23
21	10/01/23	10/14/23	10/20/23	10/27/23
22	10/15/23	10/28/23	11/03/23	<b>11/09/23</b>
23	10/29/23	11/11/23	11/17/23	<b>11/22/23</b>
24	11/12/23	11/25/23	12/01/23	12/08/23
25	11/26/23	12/09/23	12/15/23	12/22/23
26	12/10/23	12/23/23	12/29/23	01/05/24

SHARP Fiscal Year End: 06/10/23

**Bolded Date: Occurs Earlier than usual**

Department of Administration  
Office of Personnel Services  
Dates are subject to change

\*Reported Time must be Submitted  
(and Approved, if Self Service) by 6:30PM.  
Payable Time must be approved by 7PM.

03/23 Revised