

LEAVE ACCRUAL SCHEDULE 2024

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	12/10/23	12/23/23	12/29/23	01/05/24
1	12/24/23	01/06/24	01/12/24	01/19/24
2	01/07/24	01/20/24	01/26/24	02/02/24
3	01/21/24	02/03/24	02/09/24	02/16/24
4	02/04/24	02/17/24	02/23/24	03/01/24
5	02/18/24	03/02/24	03/08/24	03/15/24
6	03/03/24	03/16/24	03/22/24	03/29/24
7	03/17/24	03/30/24	04/05/24	04/12/24
8	03/31/24	04/13/24	04/19/24	04/26/24
9	04/14/24	04/27/24	05/03/24	05/10/24
10	04/28/24	05/11/24	05/17/24	05/24/24
11	05/12/24	05/25/24	05/31/24	06/07/24
12	05/26/24	06/08/24	06/14/24	06/21/24
13	06/09/24	06/22/24	06/28/24	07/05/24
14	06/23/24	07/06/24	07/12/24	07/19/24
15	07/07/24	07/20/24	07/26/24	08/02/24
16	07/21/24	08/03/24	08/09/24	08/16/24
17	08/04/24	08/17/24	08/23/24	08/30/24
18	08/18/24	08/31/24	09/06/24	09/13/24
19	09/01/24	09/14/24	09/20/24	09/27/24
20	09/15/24	09/28/24	10/04/24	10/11/24
21	09/29/24	10/12/24	10/18/24	10/25/24
22	10/13/24	10/26/24	11/01/24	11/08/24
23	10/27/24	11/09/24	11/15/24	11/22/24
24	11/10/24	11/23/24	11/27/24	12/06/24
25	11/24/24	12/07/24	12/13/24	12/20/24
26	12/08/24	12/21/24	12/27/24	01/03/25

SHARP Fiscal Year End: 06/08/24

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.

11/23