

LEAVE ACCRUAL SCHEDULE 2017

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

SHARP Fiscal Year End: 06/17/17

Bolded Dates: Final Pay Calc and Leave Accrual Earlier than Usual.

Department of Administration
Office of Personnel Service
Note: Dates are subject to change

*Reported Time must be Submitted
(and Approved, if Self Service) by 3:30PM.
Payable Time must be approved by 6PM.

Rev. 04/2017