

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