

Department of Finance and Administration

OFFICE OF FISCAL MANAGEMENT

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MEMORANDUM

TO: John Storey
Catherine Wagoner

FROM: Jessica Johnson

DATE: May 16, 2016

SUBJECT: Dates for Travel Pay for June 2016

SPAHRs Travel for June 2016

NOTE: The Pay Period Start Date is the actual Due Date for processing travel. Agencies need to process their final travel run by C.O.B. on the Pay Period Start Date in order to receive warrants/EFTS on the Pay Date.

FREQUENCY	PAY PERIOD END DATE	PAY PERIOD START DATE	PAY DATE	NOTES
T1	06-06-2016	06-02-2016	06-06-2016	
T2	06-09-2016	06-07-2016	06-09-2016	
T3	06-13-2016	06-09-2016	06-13-2016	
T4	06-16-2016	06-14-2016	06-16-2016	
T5	06-20-2016	06-16-2016	06-20-2016	
T6	06-23-2016	06-21-2016	06-23-2016	
T7	06-27-2016	06-23-2016	06-27-2016	
T8	06-30-2016	06-28-2016	06-30-2016	