

Department of Finance and Administration

OFFICE OF FISCAL MANAGEMENT

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MEMORANDUM

TO: John Storey
FROM: Laketta Steel
DATE: March 11, 2021
SUBJECT: Dates for Travel Pay for April 2021

SPAHRS Travel for April 2021

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	04-05-2021	04-01-2021	04-05-2021	
T2	04-08-2021	04-06-2021	04-08-2021	
T3	04-12-2021	04-08-2021	04-12-2021	
T4	04-15-2021	04-13-2021	04-15-2021	
T5	04-19-2021	04-15-2021	04-19-2021	
T6	04-22-2021	04-20-2021	04-22-2021	
T7	04-27-2021	04-22-2021	04-27-2021	Holiday 04-26-2021
T8	04-29-2021	04-27-2021	04-29-2021	
T9	05-03-2021	04-29-2021	05-03-2021	