

Department of Finance and Administration

OFFICE OF FISCAL MANAGEMENT

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MEMORANDUM

TO: John Storey
FROM: Laketta Steel
DATE: February 9, 2024
SUBJECT: Dates for Travel Pay for March

SPAHS Travel for (March) 2024

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	03-07-2024	03-05-2024	03-07-2024	
T2	03-11-2024	03-07-2024	03-11-2024	
T3	03-14-2024	03-12-2024	03-14-2024	
T4	03-18-2024	03-14-2024	03-18-2024	
T5	03-21-2024	03-19-2024	03-21-2024	
T6	03-25-2024	03-21-2024	03-25-2024	
T7	03-28-2024	03-26-2024	03-28-2024	
T8	04-01-2024	03-28-2024	04-01-2024	