

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

BUREAU OF HUMAN RESOURCES

June 5, 1992

**HUMAN RESOURCES MEMORANDUM 13-92**

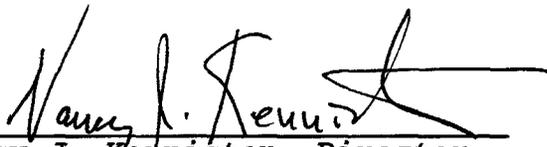
**TO:** Commissioners/Departments Heads  
Directors of Administrative Services  
Personnel Officers  
Payroll Managers

**SUBJECT:** Processing Calendar for Restoration of Pay for  
Confidential Employees

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Attached is the calendar of events which will take place over the next month which will result in the restoration of salaries for Confidential employees.

You may make copies for additional distribution as necessary.



Nancy J. Kenniston, Director  
BUREAU OF HUMAN RESOURCES

Attachment

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12 Pay Processing for 6/17 -last cycle B at old rates.	13 Automatically apply increase to cycle B Ad. Unit X Confidentials. New salary tables loaded.
14 Deliver Reports to cycle B for review. Cycle A T&A begins at new rates. BHR processes cycle B Ad. Unit H & Y Confidentials this week.	15	16	17	18	19 Pay Processing for 6/24 - last cycle A at old rates.	20 Automatically apply increase to cycle A Ad. Unit X Confidentials.
21 Deliver Reports to cycle A for review. Cycle B T&A begins at new rates. BHR processes cycle A Ad. Unit H & Y Confidentials this week.	22	23	24	25	26 Pay Processing for 7/1, cycle B at new rates.	27
28 Cycle A begins T&A at new rates	29	30				

Confidential Pay Restoration

July 1992

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			First Cycle B Pay Date at New Rates.  1	Pay Processing for 7/8, Cycle A at new rates  2	Independence Day   3	4
5	6	7	First Cycle A Pay Date at New Rates.  8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	