



PAYROLL BULLETIN

To: All State Agencies, Boards and Commissions
From: Steven L. Valasek, Director of State Accounting
Date: November 27, 2002
Subject: Calendar Year 2003 Schedule Pay Dates
Number: 5-02

The Comptroller's Office will be faxing the Schedule Pay Dates for calendar year 2003 to your payroll department within a few days.

This year, instead of printing and distributing the small schedule pay date cards, we will offer a soft copy of each agency's schedule upon request. This will allow each agency to distribute the information to their employees in their own preferred form (e.g. e-mail, posting to their web site, or printing their own cards). To request a soft copy of your agency's schedule, please e-mail your request to NSmith@mail.ioc.state.il.us. Please limit your request to one per agency.

Agencies may access this and other Payroll, SAMS and Accounting Bulletins on the Comptroller's website at www.ioc.state.il.us under Resource Library.

If you have any questions regarding this bulletin, please contact our payroll office at (217) 782-4758.