



Office of the State Comptroller
PAYROLL BULLETIN

Subject Completion of full two week lag effective at the end of Administration Period 20(N) and Institution 20(N) for employees in the Security Services (01) and Security Supervisors (61) Negotiating Units	Bulletin No. P-342
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Effective at the end of Administration Period 20(N) and Institution Period 20(N) the full two week lag will be completed for employees in the Security Services (01) and Security Supervisors (61) Negotiating Units. The normal gross on the payroll registers produced for these periods will reflect the 10 day payment calculated at .038356 X Annual Salary (including all additional annual salary factors) plus \$30.00 for pre-shift briefing pay.

These employees will be identified as LAG on the payroll registers produced for Administration Period 21(N) and Institution Period 21(N).

Effective in Period 21(N) the additional transaction code LAG BASIS must be reported when processing an appointment or leave with pay transaction for employees in the Security Services (01) or Security Supervisors (61) Negotiating Units (see Chapter C, Section 5, page 80 of the Payroll Manual).