

**2016 Processing Schedule for Supplemental Pay (Pay Differential)
for State Employees on full-time Active Duty:**

Civil Service Commission policy is that supplemental pay for Active Duty is processed **after the period end date on the LES and after the state pay period** in which that date occurs.

LES must be received by noon of the Friday before pay period end date.

For State Employees on Full-time Active Duty, is as follows*:

<u>LES dated:</u>	<u>Processed PPE:</u>	<u>Received in Pay Warrant of:</u>
12/16/15 - 12/31/15	01/02/16	01/14/16
1/1 - 1/15	01/16/16	01/28/16
1/16 - 1/31	01/30/16	02/11/16
2/1 - 2/15	02/13/16	02/25/16
2/16 - 2/29	02/27/16	03/10/16
No Processing	03/12/16	03/24/16
3/1 - 3/15	03/26/16	04/07/16
3/16 - 3/31	04/09/16	04/21/16
4/1 - 4/15	04/23/16	05/05/16
4/16 - 4/30	05/07/16	05/19/16
5/1 - 5/15	05/21/16	06/02/16
5/16 - 5/31	06/04/16	06/16/16
6/1 - 6/15	06/18/16	06/30/16
6/16 - 6/30	07/02/16	07/14/16
7/1 - 7/15	07/16/16	07/28/16
7/16 - 7/31	07/30/16	08/11/16
8/1 - 8/15	08/13/16	08/25/16
No Processing	08/27/16	09/08/16
8/16 - 8/31	09/10/16	09/22/16
9/1 - 9/15	09/24/16	10/06/16
9/16 - 9/30	10/08/16	10/20/16
10/1 - 10/15	10/22/16	11/03/16
10/16 - 10/31	11/05/16	11/17/16
11/1 - 11/15	11/19/16	12/01/16
11/16 - 11/30	12/03/16	12/15/16
12/1 - 12/15	12/17/16	12/29/16
12/16 - 12/31	12/31/16	01/11/17

***NOTE:** This schedule can change due to Department of Technology, Management & Budget/Office of Financial Management Payroll and/or Human Resource Management Network Payroll Processing scheduling. A govsubscription communication will attempt to be issued if such circumstances occur.

Questions regarding Military Leave Processing for State of Michigan employees should be directed to MCSC-MilitaryLeave@michigan.gov.