

CONTENT AREA

Important News Regarding Paychecks

ANNOUNCEMENT

On Monday, June 17, 2013, the Governor signed the budget bills which included a provision that the one-time 5% critical retention payments authorized during fiscal year 2013 would become part of base pay for eligible employees. The ADOA Director has communicated a memorandum regarding this information. To view the full memorandum, [click here](#).

In order to program these changes in HRIS, the Personnel Action Form (XP52) will be **unavailable for use** beginning at 2:00 pm on Tuesday June 25, 2013 until Friday June 28th at 7:00 am. After the programming changes that affect the base pay of eligible employees have been completed, full functionality of HRIS will be restored.

ISSUED

June 25, 2013