
STATE CONTROLLER'S OFFICE
PERSONNEL/PAYROLL SERVICES DIVISION
P. O. BOX 942850
Sacramento, CA 94250-5878

DATE: June 22, 2007

LEAVE ACCOUNTING LETTER #07-008
(Civil Service Only)

TO: All Agencies in the California Leave Accounting System (CLAS)

FROM: Don Scheppmann, Chief
Personnel/Payroll Services Division

RE: **REVISION TO LEAVE LETTER #07-005 - VOLUNTARY PERSONAL LEAVE PROGRAM
CAP**

On April 2, 2007, Leave Accounting Letter #07-005 was issued informing departments that bargaining units 1, 3, 4, 5, 10, 11, 14, 15, 17, 20 and 21 were subject to a Voluntary Personal Leave Program (VPLP) cap of 240 hours. Per DPA, bargaining unit 21 is not subject to the 240 hour cap, therefore, they have been removed from the automated cap process effective with the May 2007 pay period.

If you have any questions regarding criteria for VPLP, please contact DPA at (916) 323-3343 or e-mail at PSB@dpa.ca.gov. If you have questions regarding this letter, please contact the Leave Accounting Liaison Unit at (916) 327-0756.

DS:CLAS:DK