

Memorandum

Department of Administration

Office of the Commissioner

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To: All Agencies

Date: April 22, 1998

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From: Mark Boyer
Commissioner

Phone: 465-2200

Subject: Alaska Administrative Manual

ALASKA ADMINISTRATIVE MANUAL--TRANSMITTAL NUMBER 21

The attached transmittal is the Payroll Section (200 - 360) of the Alaska Administrative Manual (AAM). Policies in this manual are in effect beginning May 1, 1998.

This document is a complete rewrite of the previous Payroll Section (7252-7598) and the Make Whole Section (70) of the AAM. It incorporates relevant portions of the earlier payroll manual, policies developed subsequent to implementation of the Alaska Statewide Payroll System (AKPAY), and state payroll policies not previously addressed in the AAM. As a rewritten document, this manual is significantly different from the previous manual and should be read in its entirety. Please replace AAM 7252-7598 and 70 with the new Payroll Section.

Included with this transmittal are new divider tabs for the five AAM manual sections and seventeen tabs for the Payroll Section subsections. Tabs and sections of the AAM should now be organized in the following order:

Personnel	AAM 100 - 199
Payroll Section	AAM 200 - 360
Accounting Section	AAM 010 - 060
Publications	AAM 83
Procurement	AAM 81

Please retain this memorandum as well as future transmittal memorandums in your manual for reference.

Additional copies of the revised sections may be purchased from Forms Management.

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Attachment: Alaska Administrative Manual 200 - 360, Payroll Section

cc: Division of Finance
Alaska Administrative Manual Distribution List