

**2022 Schedule for Post-Separation Vacation Pay Deferrals
to the State of Hawaii Deferred Compensation Plan**

A. Pay Period in which employee's effective date of separation from service occurs+	B. Deadline for Department HR or Payroll Office to provide employee audited final vacation payout amount OR if unable to audit leave records and/or process vacation payout by target date	C. Deadline for employee to submit and finalize paperwork with Prudential for vacation pay deferral set-up	D. Deadline for employee to rescind request for deferral with Prudential	E. Target pay date of vacation payout by State and deferral by Prudential
Jan 1-15	Feb 16	Feb 22	Feb 25	Mar 18
Jan 16-31	Mar 1	Mar 9	Mar 14	Apr 5
Feb 1-15	Mar 16	Mar 23	Mar 29	Apr 20
Feb 16-28	Apr 1	Apr 8	Apr 13	May 5
Mar 1-15	Apr 18	Apr 26	Apr 29	May 20
Mar 15-31	May 2	May 9	May 12	Jun 3
Apr 1-15	May 16	May 23	May 26	Jun 20
Apr 16-30	Jun 1	Jun 7	Jun 13	Jul 5
May 1-15	Jun 16	Jun 23	Jun 28	Jul 20
May 16-31	Jul 1	Jul 12	Jul 15	Aug 5
Jun 1-15	Jul 18	Jul 25	Jul 28	Aug 18
Jun 16-30	Aug 1	Aug 8	Aug 11	Sept 2
Jul 1-15	Aug 16	Aug 24	Aug 29	Sept 20
Jul 16-31	Sept 1	Sept 9	Sept 14	Oct 5
Aug 1-15	Sept 16	Sept 26	Sept 29	Oct 20
Aug 16-31	Oct 3	Oct 11	Oct 14	Nov 4
Sept 1-15	Oct 17	Oct 21	Oct 26	Nov 18
Sept 16-30	Nov 1	Nov 4	Nov 10	Dec 5
Oct 1-15	Nov 1	Nov 4	Nov 10	Dec 5
Oct 16-31	Nov 16	Nov 23	Nov 29	Dec 20
Nov 1-15	Dec 1	Dec 8	Dec 13	Jan 5, 2023
Nov 16-30	Dec 16	Dec 22	Dec 28	Jan 20, 2023
Dec 1-15	Jan 3, 2023	Jan 9, 2023	Jan 12, 2023	Feb 3, 2023
Dec 16-31	Jan 17, 2023	Jan 24, 2023	Jan 27, 2023	Feb 17, 2023

IRS regulation requires deferrals to take place within 2-1/2 months (approximately 75 calendar days) from the effective date of separation from service or by the end of the calendar year in which your separation from service takes place, whichever is later. NOTE: If the effective date of separation falls during the shaded timeframe, the payout may be carried over into the following year to take advantage of the following's year's deferral limits, if within 2-1/2 months. Please work with your Department Human Resources Office and Prudential to coordinate the appropriate target pay date.

+ Note: Request for Post-Separation Vacation Pay Deferral Forms must be submitted to Department Human Resources Office and Prudential no later than fourteen (14) days prior to your last date of employment (unless waived by your Department Human Resources and Payroll Office).

*** Department Human Resources and Payroll Offices: When submitting the vacation payout to DAGS-Central Payroll, please follow the deadlines for each corresponding target pay date in the Payroll Schedule issued by the Comptroller.**