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EMPLOYEES' RETIREMENT SYSTEM
HAWAII PUBLIC EMPLOYEES HEALTH FUND
OFFICE OF THE PUBLIC DEFENDER
PUBLIC UTILITIES COMMISSION

ADMINISTRATIVE AND RESEARCH OFFICE
BUDGET, PROGRAM PLANNING AND
MANAGEMENT DIVISION
FINANCIAL ADMINISTRATION DIVISION

January 20, 2000

DIRECTOR OF FINANCE MEMORANDUM

Memo No. 00-04

TO: All Department Heads

FROM: Neal Miyahira
Director of Finance

SUBJECT: Cut-Off Time for Receiving Deposits

Effective February 1, 2000, the cut-off time for submitting Treasury Deposit Receipts (TDR) over the counter to the State Treasury for same day processing will be at 1:00 p.m. instead of 2:00 p.m. TDRs received over the counter after 1:00 p.m. will be processed on the next business day. This change is necessary to provide the Treasury staff with sufficient time to balance and record the TDRs properly each day. The Treasury Management staff will try to accommodate any special requests for TDRs that are not received by the cut-off time.

Should you have any questions on this matter, please call Mr. Stanley K. Tanaka, Funds Custody Manager, Financial Administration Division, at 586-3119. Thank you for your cooperation.

All Dept. Heads-TDRs