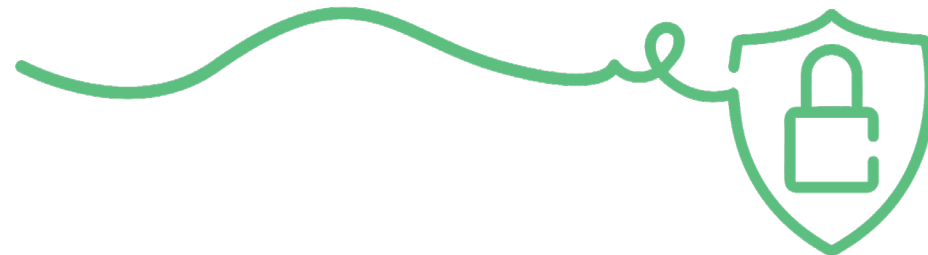




# ACT Leave 2023-2024



92 Days	<b>July 2023 (31)</b>					<b>August 2023 (31)</b>					<b>September 2023 (30)</b>					
	Mon	3	10	17	25	31	Mon	7	14	21	28	Mon	4	11	18	25
	Tue	4	11	18	26	Tue	1	8	15	22	29	Tue	5	12	19	26
	Wed	5	12	19	27	Wed	2	9	16	23	30	Wed	6	13	20	27
	Thu	6	13	20	28	Thu	3	10	17	24	31	Thu	7	14	21	28
	Fri	7	14	21	29	Fri	4	11	18	25	Fri	1	8	15	22	29
	Sat	1	8	16	22	30	Sat	5	12	19	26	Sat	2	9	16	23
Sun	2	9	16	23	31	Sun	6	13	20	27	Sun	3	10	17	24	
92 Days	<b>October 2023 (31)</b>					<b>November 2023 (30)</b>					<b>December 2023 (31)</b>					
	Mon	2	9	16	23	30	Mon	6	13	20	27	Mon	4	11	18	25
	Tue	3	10	17	24	31	Tue	7	14	21	28	Tue	5	12	19	26
	Wed	4	11	18	25	Wed	1	8	15	22	29	Wed	6	13	20	27
	Thu	5	12	19	26	Thu	2	9	16	23	30	Thu	7	14	21	28
	Fri	6	13	20	27	Fri	3	10	17	24	Fri	1	8	15	22	29
	Sat	7	14	21	28	Sat	4	11	18	25	Sat	2	9	16	23	30
Sun	1	8	15	22	29	Sun	5	12	19	26	Sun	3	10	17	24	31
91 Days	<b>January 2024 (31)</b>					<b>February 2024 (29)</b>					<b>March 2024 (31)</b>					
	Mon	1	8	15	22	29	Mon	5	12	19	26	Mon	4	11	18	25
	Tue	2	9	16	23	30	Tue	6	13	20	27	Tue	5	12	19	26
	Wed	3	10	17	24	31	Wed	7	14	21	28	Wed	6	13	20	27
	Thu	4	11	18	25	Thu	1	8	15	22	29	Thu	7	14	21	28
	Fri	5	12	19	26	Fri	2	9	16	23	Fri	1	8	15	22	29
	Sat	6	13	20	27	Sat	3	10	17	24	Sat	2	9	16	23	30
Sun	7	14	21	28	Sun	4	11	18	25	Sun	3	10	17	24	31	
91 Days	<b>April 2024 (30)</b>					<b>May 2024 (31)</b>					<b>June 2024 (30)</b>					
	Mon	1	8	15	22	29	Mon	6	13	20	27	Mon	3	10	17	24
	Tue	2	9	16	23	30	Tue	7	14	21	28	Tue	4	11	18	25
	Wed	3	10	17	24	Wed	1	8	15	22	29	Wed	5	12	19	26
	Thu	4	11	18	25	Thu	2	9	16	23	30	Thu	6	13	20	27
	Fri	5	12	19	26	Fri	3	10	17	24	31	Fri	7	14	21	28
	Sat	6	13	20	27	Sat	4	11	18	25	Sat	1	8	15	22	29
Sun	7	14	21	28	Sun	5	12	19	26	Sun	2	9	16	23	30	

 ACT Public Holidays     Return & Payment Due Date

## Lodging quarterly returns

- ✓ Ordinary gross wages are wages before tax is deducted.
- ✓ Wages to be entered for all employees that perform relevant work in the ACT only.
- ✓ If an employee has stopped working for you, include their cease date.
- ✓ Avoid penalties—lodge and pay by the due date or request an extension of time.
- ✓ Include businesses that provide one or more of the following licenced services i.e. patrol guards, cash-in transit, guards with firearm or dog, monitoring centre operator, bodyguard, security consultant, crowd control (excludes work in relation to security equipment e.g. advice, sales, maintenance, installation and repair)

### Paid days include

- ✓ Days worked
- ✓ Shift/weekend work
- ✓ Annual leave
- ✓ Sick leave
- ✓ Public holidays
- ✓ Workers' compensation
- ✓ Above award payments

### Paid days do not include

- ✗ Meal/clothing allowance
- ✗ Overtime
- ✗ Travel allowance
- ✗ On call allowance
- ✗ Annual leave loading
- ✗ Work outside the ACT
- ✗ Annual leave paid on termination

### Employees to include

- ✓ Casual, part-time, full-time employees

### Employees not to include

- ✗ Working Directors

## Need more information?

Office hours: Monday to Friday, 8:30am – 4:30pm

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Visit: [actleave.act.gov.au](http://actleave.act.gov.au)

Email: [security@actleave.act.gov.au](mailto:security@actleave.act.gov.au)

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