

**SUBMITTAL OF SCHEDULE 7A SPREADSHEET TO FINANCE**  
(Revised 09/10)

Upon completion, the Schedule 7A spreadsheets are to be submitted to Finance.

The "as of" date of the reconciled Schedule 7A and the Schedule 8 tabulation is July 1. The Schedule 7A will summarize the information presented in detail in the Schedule 8. The totals for the current and budget years must reconcile to the legislatively authorized positions, less any vacant positions abolished by the State Controller's Office pursuant to Government Code Section 12439 that are not re-established either under department's self certification or approval by Finance. The general rule is that the July 1 current year positions should equal those proposed in the Governor's Budget adjusted for changes reflected in the Final Change Book. Any exception should be footnoted at the end of the Schedule 7A.