Department of Shared Administrative Services
Governor Sarah Huckabee Sanders
Secretary Leslie Fisken

Memorandum

To: Department Secretaries, Chiefs of Staff, and HR Administrators
From: Kay Barnhill, State Personnel Director
Date: May 29, 2026
Subject: **FY26 MyARPerformance Date Changes**

Please see the revised dates highlighted in yellow regarding FY26 performance evaluations being available for employees to view in EASE and the appeal deadline.

- **June 5, 2026**. The system will be available for employees to view their performance evaluation document in EASE beginning at midnight. This also begins the first day an employee can file a performance evaluation appeal. Please ensure your employees are aware of the process for submitting a performance evaluation appeal.
- **June 9, 2026**. The last day an employee can submit a performance evaluation appeal. All appeals must be submitted by close of business this day.
- **June 12, 2026**. The last day for a department to review all performance evaluation appeals and make any system changes to the performance evaluation document.
- **July 5, 2026.** FY26 performance increase will be added to an eligible employee's base salary.

Performance compensation percentages will be provided at a later date.