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| **401k Deductions** |
| **Calculate employee 401(k) deductions where:** #1) 401(k) (%) election exists; prior to calculation the employee's YTD 401(k) deduction balance < the 402(g) maximum CY limit#2) 401(k) (%) election exists; prior to calculation the employee's YTD 401(k) deduction balance < the 402(g) maximum CY limit; limit reached during calculation#3) 401(k) (%) election exists; the employee has YTD 401(k) Imported balances from a non-ERP agency; prior to calculation the employee's combined total for ERP and Imported Balance 401(k) deduction balances < the 402(g) maximum CY limit#4) 401(k) (flat amount) election exists; prior to calculation the employee's YTD 401(k) deduction balance < the 402(g) maximum CY limit |
| **401k with Savings Mgt Row** |
| **Calculate employee 401(k) deductions, Savings Management Row Exists:**#1) 401(k) election and current CY savings management limit exception row exist; prior to calculation the employee's YTD 401(k) deduction balance < the 402(g) maximum CY limit + extension amount #2) 401(k) election and current CY savings management limit exception row exist; prior to calculation the employee's YTD 401(k) deduction balance < the 402(g) maximum CY limit + extension amount; limit reached during calculation#3) 401(k) election and current CY savings management limit exception row exist; the employee has YTD 401(k) deduction balances at another agency in the ERP system; prior to calculation the employee's combined YTD 401(k) deduction balances across all ERP agencies < the 402(g) maximum CY limit; limit reached during calculation |
| **457 Deductions** |
| **Calculate employee 457 deductions where:**#1) 457 election (flat amount) exists; prior to calculation the employee's YTD 457 deduction balance < the 457 maximum CY limit#2) 457 election (flat amount) exists; prior to calculation the employee's YTD 457 deduction balance < the 457 maximum CY limit; limit reached during calculation#3) 457 election (flat amount) exists; the employee has YTD 457 deduction balances at another agency in the ERP system; prior to calculation the employee's combined YTD 457 deduction balances across all ERP agencies < the 457 maximum CY limit; limit reached during calculation#4) 457 election (percentage) exists; prior to calculation the employee's YTD 457 deduction balance < the 457 maximum CY limit |
| **457 with Savings Mgt Row** |
| **Calculate employee 457 deductions, Savings Management Row Exists:**#1) 457 election and current CY savings management limit exception row exist; prior to calculation the employee's YTD 457 deduction balance < the 402(g) maximum CY limit + extension amount #2) 457 election and current CY savings management limit exception row exist; prior to calculation the employee's YTD 457 deduction balance < the 402(g) maximum CY limit + extension amount; limit reached during calculation#3) 457 election and current CY savings management limit exception row exist; the employee has YTD 457 Imported balances from a non-ERP agency; prior to calculation the employee's combined total for ERP and Imported Balance 457 deduction balances < the 402(g) maximum CY limit |
| **Calc BRP for Leveled MON** |
| Calculate BRP for leveled MON: #1) Condition: Employee XXXXXX in a pay period that is not the last period of the calendar year; EE has sufficient YTD FICA WAGES to level *Expected Results: BRP = 85.58* |
| **Calc Federal Tax** |
| Validate calculated Federal Tax Expected Results#1 Condition - Calculate Federal Withholding Tax for employee where additional amount exist on W4 #1 Expected Results – Amount calculates correctly including additional amount#2 Condition - Calculate Federal Withholding Tax for employee claiming Exempt on W4#2 Expected Results – No FIT is calculated |
| **Calc Federal \_State\_Local Tax** |
| Validate calculated Federal/State/Local Withholdings Expected Results#1 Condition - Calculate Federal Withholding Tax for employee where additional amount exist on W4 #1 Expected Results – Amount calculates correctly including additional amount#2 Condition - Calculate Federal Withholding Tax for employee claiming Exempt on W4#2 Expected Results – No FIT is calculated#3Condition - Calculate State Withholding Tax for employee where additional amount exists #3 Expected Results – Amount calculates correctly including additional amount#4 Condition - Calculate State Withholding Tax for employee claiming Exempt #4 Expected Results – No SIT is calculated#5 Condition - Calculate Local Withholding Tax for employee with Local Withholding#5 Expected Results – Local tax is calculated |
| **Calc State\_Local Tax** |
| Validate calculated State/Local Withholdings Expected Results#1Condition - Calculate State Withholding Tax for employee where additional amount exists #1 Expected Results – Amount calculates correctly including additional amount#2 Condition - Calculate State Withholding Tax for employee claiming Exempt #2 Expected Results – No SIT is calculated#3 Condition - Calculate Local Withholding Tax for employee with Local Withholding#3 Expected Results – Local tax is calculated |
| **Garn Calcs** |
| **Validate Garnishment Calculations**#1 Condition - Active current child support garnishment order exist#1 Expected Results - Gross - taxes - excluded ded's = DE, DE x 50% = Exemption, DE - Exemption = Max Ded; Flat amt < Max Ded#2 Condition - Active student loan garnishment order exist#2 Expected Results – Gross - taxes - excluded ded's = DE, DE x 75% =Exemption, DE - Exemptions = Max Ded; Flat amt < Max Ded#3) Multi CHI (current and arrears), current is satisfied, not enough to take arrears#4) Active Bankruptcy exists#4 Expected Results - Gross - taxes - excluded ded's = DE, DE x 50% = Exemption, DE - Exemption = Max Ded; Flat amt < Max Ded |
| **LSV Payments** |
| LSV hours are projected into the future starting with Job separation effective date. For each future month encountered in the projection, that month’s portion of the total LSV entitlement payment is calculated using the monthly equivalent hourly rate (MEQHR) that is applicable for that month. Any holidays encountered do not reduce the available balance of LSV hours, unless the person Is hired at an agency that does not allow leave accruals.#1) Condition: Employee XXXXXX; separated from the paying agency and rehired at an agency beyond 30 days from the separation effective date *Expected Results: LSV payment is correctly calculated (hours not reduced by holidays)**NOTE: Web Service should return a ‘Y’**Due to conversion limitations, Lump Sum hours may have to be manually added to payline* *(Execute script PY5.6B, enter LSV Hours)**#2)* Condition: Employee XXXXXX; separated from the paying agency and rehired at non-accruing agency within 30 days from the separation effective date *Expected Results: LSV payment is correctly calculated. (hours reduced by holidays)**NOTE: Requires override in SPRS, Web Service should return an ‘L’* |
| **On Cycle OT1** |
| Process On-cycle OT pay for MON EE :  OT1 (Banked Overtime)1. Condition: FT Emplid = XXXXXX / no prior month special pays are available.

*Expected Result: OT rate based on annualized salary only*1. Condition: FT Emplid = XXXXXX / prior month special pays are available (available for February payroll)

*Expected Result: OT rate based on annualized salary and prior month special pays*OT2 (Non-banked Overtime), if applicable1. Condition: FT Emplid = XXXXX /Salary change first of current month, Enter OT2 for current and prior month

*Expected Result: The non-banked overtime rate calculation is based on the salary in effect for the OT2 earnings period month(s) of interest*  |
| **TL Load\_Off Cycle** |
| **TL Load\_Off Cycle (Integrated Scripts)**Run Off-Cycle Time and Labor load for Monthly EE where: #1) full BSY paid on previous payroll; (nothing loads to off-cycle)#2) employee terminated in prior period; (any additional payments due employee will load) |
| **Validate Additional Pay** |
| **Calculate LOG for otherwise eligible EE who has:**#1) Condition: Employee XXXXXX; PT as of first workday of the month *Expected Result: Employee not eligible for LOG; No LOG calculated*#2) Condition: Employee XXXXXX; FT as of first workday of the month *Expected Result: Correct LOG amount calculated based on state service*#3 Condition: XXXXXX; scheduled to work on the first workday of the month and has no hours mapping to BSY for the first workday of the month (LWOP on timesheet)*Expected Result: Employee not eligible for LOG; No LOG calculated***Calculate HAZ for otherwise eligible EE who has:** #1) Condition: Employee XXXXXX; PT as of first workday of the month *Expected Result: Employee eligible for proportional Hazardous Duty pay*#2) Condition: Employee XXXXXX; FT as of first workday of the month *Expected Result: Correct HAZ amount calculated based on Hazardous Duty service***#3) Grandfathered EEs – (combo of LOG and HAZ)****Calculate BIL for eligible EE:****Calculate COR for eligible EE:****Calculate CLO for eligible EE :**1. **Grandfathered EE**
2. **Non-Grandfathered EE**

**Calculate JLO for eligible EE:**1. **JLO1**
2. **JLO2**
3. **JLO3**
4. **JLO4**
5. **JLO5**

**Calculate ADM for eligible EE:****Calculate EIR for eligible EE:****Calculate NCV for eligible EE:****Calculate SSD for eligible EE:****Calculate U1X for eligible EE:** |
| **Validate Calculated Deductions** |
| **Validate Calculated Deductions**1. **Calc ADD Premium**: a) Calculated Base = flat amount coverage option election in effect

b) Calculated ADD000 insurance cost = calculated base / 1000 \* flat rate1. **Calc LTD premium:** a) Calculated Base = ABBR / 12; Maximum calculated base = 6,000.00 b) Calculated LTD000 insurance cost = calculated base / 100 \* flat rate
2. **Calc STD premium:** a) Calculated Base = ABBR / 12; Maximum calculated base = 10,000.00 b) Calculated STD000 insurance cost = calculated base / 100 \* flat rate
3. **Calc Supp Life premium:**

a) Calculated Base = ABBR rounded up to multiple of 1,000 \* coverage level (i.e. 1X, 2X, 3X, 4X); Calculated Base <= $400,000 1. Calculated supplemental life insurance cost = optional life plan coverage in effect and calculated base and age as of Sept 1 of FY
2. **Calc Supp Life Premium\_Imputed Income:**
3. Calculated Base = ABBR (as of Sept 1 of current FY) rounded up to multiple of 1,000 \* coverage level (i.e. 1X, 2X, 3X, 4X); Calculated Base <= 400,000
4. Calculated supplemental life insurance cost = basic/optional life plan coverage in effect and calculated base and age (as of Jan 1 of current CY)
5. **Calc Mon PHC\_Health:**

Special Accumulator earning amounts exist for: 1. PHC (Payroll Health Contribution) = BSY earnings \* 1
2. PSO (PHC offset to STH) = BSY earnings \* -1
3. Calculated deductions amounts exist for: MED000 nontaxable deduction based on benefit plan/coverage in effect for pay end date
4. PHC nontaxable deduction (PHC) amount = 1% of PHC Special Accumulator earnings
5. PHCSTH nontaxable deduction (PHC offset) = 1% of PSO Special Accumulator earnings
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