

APPENDIX C DEDUCTION CODES, (EXCLUDING GARNISHMENTS)

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FIELDS ON THE P070 DEDUCTIONS AND DEDUCTION ADJUSTMENTS SCREEN

Enter voluntary deductions on the P070 Deductions and Deduction Adjustments screen. Especially plan for the following fields:

ADJ

The adjustment codes provide information to OSPA on how to calculate the deduction. The values for this field include:

A -- This is a one-time, operator-calculated deduction. You must manually enter the amounts that apply to a specific deduction.

Blank – This is the screen default. It indicates the deduction is on-going. If the deduction code has amounts on the PTD2 Payroll Deduction Table, OSPA will look them up from the table and you do not need to enter amounts. If the PTD2 does not have amounts, you will need to enter them.

F – One-time deduction, operator calculated, to force the core PEBB premiums when an employee is on FMLA. Agencies may also choose to use this adjustment code when an employee:

- Is on OFLA,
- Receives donated hardship leave, and
- The donated leave covers the agency's insurance costs but does not give the employee 80 hours of paid leave.
- See Recommended Practices, Leave, Donated Hardship.

You will need to enter the amounts. Entries made with this code will print on the E315-009C Payroll Deduction Adjustment (F) report.

T -- This is a one-time deduction where OSPA will look up the amounts from the PTD2 Payroll Deduction Table. Primarily, we use this adjustment type to enter duplicate deductions to catch up on PEBB medical and/or dental premiums.

Use this ADJ only if your entry meets the following criteria:

- The late PEBB premiums are for one month
- You are making the entry in the applicable month and setting a corrective; or, the current pay period is in the same plan year as the month to be corrected
- The entry is for an insurance with a plan code

W – This is an on-going, operator-calculated entry to force the core PEBB premiums when an employee is absent because of a SAIF claim or military leave (USERRA). You must enter the amount(s). Entries made with this code will print on the E315-009B Payroll Deduction Adjustment (W) report. See Recommended Practices, Leave, Injured Worker, and Leave, Military, and Entry Guides, PEBB, Protected Leave, Full-time and Protected Leave, Part-time and Job Share.

SHARE

The **SHARE** (or amount) fields include:

- **EMPLOYEE:**
 - **PCT GRS** = deduct this percent of the employee's gross pay for a deferred compensation (OSGP) deduction
 - **PCT NET** = deduct 100 percent of the employee's net pay for an electronic deposit
 - **SHARE FIXED AMOUNT** = a set dollar amount that the employee will pay
- **EMPLR SHARE** = the set amount the state will pay
- **PEBB ADMIN** = administrative fee and taxes paid to PEBB
- **VENDOR SHARE** = the amount OSPA will pay the vendor

Deduction Codes with Plan Codes

OSPS enters plan codes on the PTD2 Payroll Deduction Table when we know the specific costs and they will remain the same for a time. OSPS may also enter plan codes with no amounts to allow multiple deductions with the same deduction code. In addition, the AFSCME deductions have plan codes without amounts because OSPA calculates the amount from entries on the PTD1 Payroll Deduction Table.

If the deduction code has plan codes on the PTD2 Payroll Deduction Table with amounts, the fields match the fields on the P070:

- The PTD2 Empl Share = either the P070 EMPLOYEE SHARE FIXED AMOUNT (if the employee pays) or the EMPLR SHARE if the state pays
- PEBB Admin = PEBB ADMIN
- Vendor Share = VENDOR SHARE

If the PTD2 has values and ADJ on the P070 = blank or T:

- Do not enter values in the any of the SHARE fields. OSPA will look the amounts up from the PTD2.

If the PTD2 has values and ADJ ≠ blank or T:

- You will need to enter the amounts.
- Generally enter the EMPLOYEE SHARE FIXED AMOUNT and/or EMPLR SHARE and a VENDOR SHARE.
- **The amounts you enter must cross foot: EMPLOYEE SHARE FIXED AMOUNT + EMPLR SHARE = BOARD SHARE + VENDOR SHARE.**
- Exceptions for PEBB benefits include:
 - **Medical and Dental Insurance** – Enter EMPLOYEE or EMPLR SHARE, PEBB ADMIN, and VENDOR SHARE
 - **OONN 001 or 002, Opt Out** –You may only enter amounts in the EMPLR SHARE and PEBB ADMIN fields.
 - **SINN, PEBB Paid \$20,000 Pre-tax Basic Life Insurance** –You may only enter an amount in the VENDOR SHARE field.
 - **SLNN, Agency Paid \$5,000 Pre-tax Basic Life Insurance** – You may only enter amounts in the EMPLR SHARE and VENDOR SHARE fields.

Deduction Codes without Plan Codes

Only enter EMPLOYEE SHARE or EMPLR SHARE. You do not need to enter VENDOR SHARE or PEBB ADMIN.

CHARITABLE FUND DRIVE¹

These deductions are effective until November 30, 2009. For the 2009 Charitable Fund Drive (effective December 31, 2009), there will be one deduction code – Q5NN – for all charitable contributions.

Vendor	Description	Ded Code	Plan Code	When Paid²	Non Txbl Code³
Black United Fund of Oregon, Inc.	Member agencies 0100-0134	QRNN			T
Charitable Fund Drive, General Gifts	Member agency 5000	Q5NN			T
Children's Trust Fund of OR Foundation	Member agencies 0300-0336	QVNN			T
Community Health Charities of OR	Member agencies 0400-0425	QYNN			T
Earth Share of Oregon	Member agencies 0200-0253	QZNN			T
Equity Foundation	Member agencies 0500-0589	Q2NN			T
Habitat for Humanity of Oregon	Member agencies 3800-3825	Q3NN			T
Local Independent Charities	Member agencies 3700-3720	Q4NN			T
McKenzie River Gathering Foundation	Member agencies 4100-4127	QINN			T
Work for Art	Member agencies 3900-3947	Q6NN			T
United Way	Benton & Lincoln Co, agencies 2100-2144	QENN			T
United Way	Clatsop Co, agencies 0700-0716	QCNN			T

¹ These deduction codes run from payroll period ending 12/31/xx through 11/30/xx of the following year.

² Deductions with **◆** are paid in arrears (January deduction = January contribution). Deductions with **▶** are paid in advance (January deduction = February contribution).

³ Non Taxable Code from the PTD1 Payroll Deduction Table. N – Deduction is **exempt from** FIT and SIT and **subject to** FICA. T -- If the deduction code **does not have a plan code** or has a **numeric plan code**, the deduction is **subject to** FIT, SIT, and FICA. With an **alpha plan code**, the deduction is **exempt from** FIT, SIT, and FICA. X -- The deduction is **exempt from** FIT, SIT, and FICA.

Vendor	Description	Ded Code	Plan Code	When Paid²	Non Txbl Code³
United Way	Columbia Co, agencies 1700-1720	QFNN			T
United Way	Columbia Gorge, 2700-2725	QHNN			T
United Way	Columbia–Willamette, 2500-2547	QGNN			T
United Way	Crook County, agencies 0800-0826	QMNN			T
United Way	Deschutes Co, 1900-1922	QPNN			T
United Way	Eastern Oregon (formerly Union Co), agencies 1400-1418	QNNN			T
United Way	Greater Douglas (Co,) agencies 1500-1535	QDNN			T
United Way	Jackson Co, agencies 1000-1034	QQNN			T
United Way	Klamath Basin, agencies 1200-1220	QKNN			T
United Way	Lane Co, agencies 2200-2236	QANN			T
United Way	Linn Co, agencies 0600-0625	QLNN			T
United Way	Mid-Willamette Valley, 1600-1638	QWNN			T
United Way	Southwestern Oregon, 2000-2018	QSNN			T
United Way	Tillamook County, 2600-2618	QTNN			T
United Way	Tri-County, agencies 2400-2430	Q1NN			T
United Way	Umatilla & Morrow Co, 2800-2822	QUNN			T

FOOD BANKS⁴

Vendor	Description	Ded Code	Plan Code	When Paid⁵	Non Txml⁶
Access Food Share	Jackson County	BK01			T
CAPECO Food Share	Gilliam, Morrow, Umatilla, Wheeler	BK02			T
NeighborImpact	Crook, Deschutes, Jefferson	BK03			T
Clatsop Regional Food Bank	Clatsop	BK04			T
Columbia Pacific Food Bank	Columbia	BK05			T
Community Connection	Baker, Grant, Union, Wallowa	BK06			T
Food for Lane County	Lane	BK07			T
Josephine County Food Bank	Josephine	BK08			T
Klamath/Lake County Food Bank	Klamath, Lake	BK09			T
Lincoln County Food Share	Lincoln	BK10			T
Linn-Benton Food Share	Linn, Benton	BK11			T
Southeast Oregon Regional Food Bank	Harney, Malheur	BK12			T
Marion Polk Food Share	Marion, Polk	BK13			T
Mid-Columbia Community Action Council	Hood River, Sherman, Wasco	BK14			T
OFB-Portland Metro Services	Clackamas, Multnomah, Clark	BK15			T

⁴ These deduction codes run from payroll period ending 3/31/xx through 2/28/xx of the following year.

⁵ Deductions with **◆** are paid in arrears (January deduction = January contribution). Deductions with **▶** are paid in advance (January deduction = February contribution).

⁶ Non Taxable Code from the PTD1 Payroll Deduction Table. N – Deduction is **exempt from** FIT and SIT and **subject to** FICA. T -- If the deduction code **does not have a plan code** or has a **numeric plan code**, the deduction is **subject to** FIT, SIT, and FICA. With an **alpha plan code**, the deduction is **exempt from** FIT, SIT, and FICA. X -- The deduction is **exempt from** FIT, SIT, and FICA

Vendor	Description	Ded Code	Plan Code	When Paid⁵	Non Txbl⁶
Regional Food Bank of Tillamook County	Tillamook	BK16			T
South Coast Food Share	Coos, Curry	BK17			T
OFB-Washington County Services	Washington	BK18			T
UCAN Food Share	Douglas	BK19			T
Yamhill County Food Bank	Yamhill	BK20			T

MASS TRANSIT

Vendor	Description	Ded Code ⁷	Plan Code ⁸	When Paid ⁹	Non Txml Code ¹⁰
Cherriots Salem-Keizer Mass Transit	Monthly pass	BSNN	●	➔	T
Commuter Club	Monthly pass	BCNN	●	➔	T
C-Tran	Monthly pass	CTNN	●	➔	T
Justice, Department of	Mass transit deduction	TJNN★		➔	T
Lane County Transit	Monthly pass	LPNN	AAA	➔	T
Oregon Coachways	Monthly pass	BENN	●	➔	T
Tri-Met	Administrative fees	BQNN	101	➔	T
Tri-Met	Monthly pass	EQNN	●	➔	T
Tri-Met	Passport program	BTNN★	●	➔	T
Tri-Met	Passport program	TRNN★	●	➔	T

⁷ Only designated agencies may use deduction codes with ★. See the PTD1.

⁸ Deduction codes with ● have plan codes. See the PTD2.

⁹ Deductions with ⬅ are paid in arrears (January deduction = January pass). Deductions with ➔ are paid in advance (January deduction = February pass).

¹⁰ Non Taxable Code from the PTD1 Payroll Deduction Table. N – Deduction is **exempt from** FIT and SIT and **subject to** FICA. T -- If the deduction code **does not have a plan code** or has a **numeric plan code**, the deduction is **subject to** FIT, SIT, and FICA. With an **alpha plan code**, the deduction is **exempt from** FIT, SIT, and FICA. X -- The deduction is **exempt from** FIT, SIT, and FICA

MISCELLANEOUS DEDUCTIONS

Vendor / Service / Agency	Description	Ded Code ^{11, 12}	Plan Code ¹³	When Paid ¹⁴	Non Txbl Code ¹⁵
	Direct Deposit	XDNN	●		T
	Education Expense	EDUC⌘			T
	Finger printing	FPNN★			T
	Housing	HSNN			T
	Laundry	LNNN★			T
	Moving Expense	MOVE	●		T
	Reimburse agency	PANN			T
	Reimburse agency, w/plan codes	PBNN	●		T
	Reimburse agency	TANN			T
Administrative Services	Military leave donation	MMNN			T
Administrative Services – OSPS	Fixed deposit reversal	FCCH⌘			T
Administrative Services – OSPS	Manual Check, return of overpay	PPNN⌘			T

¹¹ Only designated agencies may use deduction codes with ★. See the PTD1

¹² Only OSPS may use deduction codes with ⌘

¹³ Deduction codes with ● have plan codes. See the PTD2.

¹⁴ Deductions with ◀ are paid in arrears (January deduction = January contribution). Deductions with ▶ are paid in advance (January deduction = February contribution).

¹⁵ Non Taxable Code from the PTD1 Payroll Deduction Table. N – Deduction is **exempt from** FIT and SIT and **subject to** FICA. T -- If the deduction code **does not have a plan code** or has a **numeric plan code**, the deduction is **subject to** FIT, SIT, and FICA. With an **alpha plan code**, the deduction is **exempt from** FIT, SIT, and FICA. X -- The deduction is **exempt from** FIT, SIT, and FICA

Vendor / Service / Agency	Description	Ded Code^{11, 12}	Plan Code¹³	When Paid¹⁴	Non Txbl Code¹⁵
Administrative Services – OSPS	Savings bonds	SVNN		➔	T
Administrative Services – OSPS	OSPS entered adjustment	8888#			T
Charitable Fund Drive, All Gifts		Q5NN ¹⁶			T
Circuit Judge Association	Member dues	XDNN	610		T
Fish & Wildlife	Freezer usage	FZNN★			T
Fortis Benefits Insurance	Life insurance, hazardous work	WLNN	●		T
Fortis Benefits Insurance	Life insurance, hazardous work	WLXA★	●		T
Foster Scholarship		HDNN★			T
Iowa Dept. of Revenue		IANN★			T
Jackson Scholarship		JSNN★			T
Judicial Standard #606814-0048	Life insurance, judges	SLYJ★	001		T
Judicial Standard #606814-0048	Life insurance, management service	SLYM★	001		T
Judicial Standard #606814-0048	Life insurance, part-time management	SLYP★	001		T
Legislature – House	Lounge fees	HLNN★			T

¹⁶ For the 2009 Charitable Fund Drive (effective December 31, 2009), this will be the only deduction code.

Vendor / Service / Agency	Description	Ded Code^{11, 12}	Plan Code¹³	When Paid¹⁴	Non Txbl Code¹⁵
Legislature – Senate	Lounge fees	LSNN★			T
Oregon Common School Fund		OCSF			T
Oregon State Capitol Foundation	Contribution under ORS 173.500(2)(e) and ORS 276.003 for the maintenance, preservation, and enhancement of the Capitol	FOLM		➔	T
OSFA Scholarship		OFNN			T
OSSC Scholarship		OSNN★			T
PERS	Additional retirement, Police & Fire	PRNN			T
PERS – OSGP ¹⁷	Catch-up contribution	DCNN	600		N
PERS – OSGP	Legislator retirement option	DCNN	010		N
PERS – OSGP	Regular contributions	DCNN	100		N
PERS -- OSGP	Deferred Comp Loan Program	LONN			T
Portland State Office Building	Wellness	XDNN	605		T
State Police	Fitness Center	XDNN	601		T
State Police Standard	AD&D, Pilot	PDNN★	001		T
State Police Standard 603073-001	Life insurance, Officer paid	SFNN★			T

¹⁷ Agencies should not make additions, changes, or deletions to deferred compensation unless directed to do so by Oregon Savings Growth Plan administrators.

Vendor / Service / Agency	Description	Ded Code ^{11,} 12	Plan Code ¹³	When Paid ¹⁴	Non Txbl Code ¹⁵
Veterans	Oregon Veterans' Home Acct	VCNN			T

PARKING DEDUCTIONS

Vendor	Description	Ded Code¹⁸	Plan Code¹⁹	When Paid²⁰	Non Txml Code²¹
Agency Parking	Private parking (pre-tax), check made to agency	BPNN			N
Dept of Administrative Services	Parking (pre-tax)	PKNN	●	←	X
Dept of Administrative Services	Parking (post-tax)	PKXN	●	←	T
M. J. Shea	Private parking, Dept. of Energy building (pre-tax)	PGNN★			X
Marion Co. Fiscal Services	Parking (pre-tax)	MCNN★			X
Orville Cohen	Equitable Center Parking (pre-tax)	PQEC★	●		X
Park Pl. Professional Ctr	Parking (pre-tax)	PINN★	●		X
Portland State Univ.	Parking (pre-tax)	PHNN			N
Star Park	PDX Office Parking (pre-tax)	PXMI	●		X
Vernon Hills Assoc II	Parking (pre-tax)	PQNN★	●		X

¹⁸ Only designated agencies may use deduction codes with ★. See the PTD1

¹⁹ Deduction codes with ● have plan codes. See the PTD2.

²⁰ Deductions with ← are paid in arrears (January deduction = January payment). Deductions with → are paid in advance (January deduction = February payment).

²¹ Non Taxable Code from the PTD1 Payroll Deduction Table. N – Deduction is **exempt from** FIT and SIT and **subject to** FICA. T -- If the deduction code **does not have a plan code** or has a **numeric plan code**, the deduction is **subject to** FIT, SIT, and FICA. With an **alpha plan code**, the deduction is **exempt from** FIT, SIT, and FICA. X -- The deduction is **exempt from** FIT, SIT, and FICA

PEBB RELATED CODES²²

PLEASE NOTE: These deductions will normally interface from the web-based PEBB “dot” Benefits (PDB) application. See Entry Guides, PEBB, Protected Leave, Full-time and Protected Leave, Part-time and Job Share, for circumstances where you need to make entries in OSPA.

PEBB Provider	Description	Ded Code	Plan Code ²³	When Paid ²⁴	Non Txml Code ²⁵
Flexible Spending Account	Dependent care account. Minimum contribution = \$20.00 / mo.	FDNN		➔	X
Flexible Spending Account	Flexible health care account. Minimum contribution = \$20.00 / mo.	FHNN		➔	X
Kaiser	Dental, full-time	KDNN	●	➔	T
Kaiser	HMO medical, full-time	KMNN	●	➔	T
Kaiser	Dental, part-time	KQNN	●	➔	T
Kaiser	HMO medical, part-time	KONN	●	➔	T
Kaiser ²⁶	Added choice, POS medical, FT	KNNN	●	➔	T
Kaiser ²⁷	Added choice, POS medical, PT	KPNN	●	➔	T

²² These deduction codes run from payroll period ending 12/31/xx through 11/30/xx of the following year.

²³ Deduction codes with ● have plan codes. See the PTD2.

²⁴ Deductions with ◀ are paid in arrears (January deduction = January coverage). Deductions with ➔ are paid in advance (January deduction = February coverage).

²⁵ Non Taxable Code from the PTD1 Payroll Deduction Table. N – Deduction is **exempt from** FIT and SIT and **subject to** FICA. T -- If the deduction code **does not have a plan code** or has a **numeric plan code**, the deduction is **subject to** FIT, SIT, and FICA. With an **alpha plan code**, the deduction is **exempt from** FIT, SIT, and FICA. X -- The deduction is **exempt from** FIT, SIT, and FICA.

²⁶ Not available for 2010 PEBB Plan year

PEBB Provider	Description	Ded Code	Plan Code ²³	When Paid ²⁴	Non Txbl Code ²⁵
ODS	Part-time dental	OQNN	●	➔	T
ODS	Preferred dental	OPNN	●	➔	T
ODS	Traditional dental	OTNN	●	➔	T
Opt Out		OONN	●	➔	T
PEBB Statewide Plan Full-time ²⁸	Medical	SWNN	●	➔	T
PEBB Statewide Plan Part-time ²⁹	Medical	SPNN	●	➔	T
Providence Choice PPO	Medical	PVNN	●	➔	T
Providence Choice PPO Part-time	Medical	PONN	●	➔	T
Regence BCBS ³⁰	Preferred provider medical	RGNN	●	➔	T
Regence BCBS ³¹	Part-time PPO medical	RONN	●	➔	T
Standard Insurance #603073-01	AD&D, employee only	AENN	●	➔	T
Standard Insurance #603073-02	AD&D, employee & dependent(s)	ADNN	●	➔	T

²⁷ Not available in 2010 Plan Year

²⁸ First available for the 2010 Plan Year

²⁹ First available for the 2010 Plan Year

³⁰ Not available in 2010 Plan Year

³¹ Not available in 2010 Plan Year

PEBB Provider	Description	Ded Code	Plan Code ²³	When Paid ²⁴	Non Txbl Code ²⁵
Standard Insurance #606814-0001	Agency basic life, \$5,000 pre-tax	SLNN	001	➔	T
Standard Insurance #606814-0001	PEBB basic life, \$20,000 pre-tax	SINN ³²	001	➔	T
Standard Insurance #606814-0032	Life, optional, dependent	LTNN	001	➔	T
Standard Insurance #606814-0002	Life, optional, employee, ≤24	U3NN	●	➔	T
Standard Insurance #606814-0002	Life, optional, employee, 25-29	U4NN	●	➔	T
Standard Insurance #606814-0002	Life, optional, employee, 30-34	UANN	●	➔	T
Standard Insurance #606814-0003	Life, optional, employee, 35-39	UBNN	●	➔	T
Standard Insurance #606814-0004	Life, optional, employee, 40-44	UCNN	●	➔	T
Standard Insurance #606814-0005	Life, optional, employee, 45-49	UDNN	●	➔	T
Standard Insurance #606814-0006	Life, optional, employee, 50-54	UENN	●	➔	T
Standard Insurance #606814-0007	Life, optional, employee, 55-59	UFNN	●	➔	T
Standard Insurance #606814-0008	Life, optional, employee, 60-64	UGNN	●	➔	T
Standard Insurance #606814-0009	Life, optional, employee, 65-69	UHNN	●	➔	T
Standard Insurance #606814-0010	Life, optional, employee, ≥70	UJNN	●	➔	T
Standard Insurance #606814-0002	Life, optional, spouse/DP, ≤24	U8NN	●	➔	T
Standard Insurance #606814-0002	Life, optional, spouse/DP, 25-29	U9NN	●	➔	T

³² Additional \$20,000 basic life, effective for 2009 PEBB Plan Year, pay period 12/31/08

PEBB Provider	Description	Ded Code	Plan Code ²³	When Paid ²⁴	Non Txbl Code ²⁵
Standard Insurance #606814-0002	Life, optional, spouse/DP, 30-34	UKNN	●	➔	T
Standard Insurance #606814-0003	Life, optional, spouse/DP, 35-39	ULNN	●	➔	T
Standard Insurance #606814-0004	Life, optional, spouse/DP, 40-44	UMNN	●	➔	T
Standard Insurance #606814-0005	Life, optional, spouse/DP, 45-49	UNNN	●	➔	T
Standard Insurance #606814-0006	Life, optional, spouse/DP, 50-54	UONN	●	➔	T
Standard Insurance #606814-0007	Life, optional, spouse/DP, 55-59	UPNN	●	➔	T
Standard Insurance #606814-0008	Life, optional, spouse/DP, 60-64	UQNN	●	➔	T
Standard Insurance #606814-0009	Life, optional, spouse/DP, 65-69	URNN	●	➔	T
Standard Insurance #606814-0010	Life, optional, spouse/DP, ≥70	USNN	●	➔	T
Standard Insurance #606717-05	LTD, option 1, 90 day, 60%	AHNN	001	➔	T
Standard Insurance #606717-06	LTD, option 2, 180 day, 60%	AGNN	001	➔	T
Standard Insurance #606717-07	LTD, option 3, 90 day, 66%	AKNN	001	➔	T
Standard Insurance #606717-08	LTD, option 4, 180 day, 66%	AJNN	001	➔	T
Standard Insurance 442210-01	Short-term disability, 60%	STNN	001	➔	T
UNUM #025758	Long-term care, employee	LCNN ³³		➔	T

³³ The Long-term Care deductions require entry in the COMMENTS field on the P070. Enter the plan number, years of coverage, benefit amount, and employee's age when beginning deductions (for example, P1, 6Y, 4K, 56). OSPA also edits to limit the amount of a single entry to \$500.00.

PEBB Provider	Description	Ded Code	Plan Code ²³	When Paid ²⁴	Non Txbl Code ²⁵
UNUM #025758	Long-term care, spouse / dep	LBNN ³⁴		➔	T
Vision Service Plan (VSP)	Vision	VSNN	●	➔	T
Willamette Health Services	Dental	WDNN	●	➔	T

³⁴ See footnote for LCNN.

TAX-DEFERRED ANNUITIES³⁵ (IRS 403B)

Vendor	Description	Ded Code	Plan Code ³⁶	When Paid ³⁷	Non Txml Code ³⁸
American Century Investors		ZBNN	●		N
AETNA Life		ZCNN	●		N
Boston Safe Deposit & Trust Co.		ZQNN	●		N
Equitable Life		ZGNN	●		N
First Investors		ZZNN	●		N
IDS American Express		ZONN	●		N
Horace Mann		ZNNN	●		N
Nationwide Life		ZMNN	●		N
Reliastar		ZINN	●		N
Oppenheimer Fund		Z2NN	●		N
Standard Insurance Co.		ZSNN	●		N
VALIC		ZJNN	●		N
Waddell & Reed, Inc		ZRNN	●		N

³⁵ These deduction codes are limited to agency 58100. See PTD1.

³⁶ Deduction codes with an ● have plan codes. See the PTD2.

³⁷ Deductions with ◀ are paid in arrears (January deduction = January contribution). Deductions with ▶ are paid in advance (January deduction = February contribution).

³⁸ Non Taxable Code from the PTD1 Payroll Deduction Table. N – Deduction is **exempt from** FIT and SIT and **subject to** FICA. T -- If the deduction code **does not have a plan code** or has a **numeric plan code**, the deduction is **subject to** FIT, SIT, and FICA. With an **alpha plan code**, the deduction is **exempt from** FIT, SIT, and FICA. X -- The deduction is **exempt from** FIT, SIT, and FICA

UNION DUES AND SPECIAL INSURANCE

Bargaining Units include:

- AEE: American Association of Engineering Employees of Oregon
- AFSCME: American Federation of State, County, and Municipal Employees
- AOCE: Association of Oregon Corrections Employees
- CIA: Criminal Investigators Association
- IAFF: International Association of Firefighters
- KFAFFA: Klamath Falls Airport Firefighters Association (see IAFF)
- OAJA: Oregon Association of Justice Attorneys, see AFSCME
- OEA: Mid-Valley Bargaining Council of the Oregon Education Association on behalf of the State Teachers Education Association
- ONA: Oregon Nurses Association
- OSPOA: Oregon State Police Officers' Association
- SEIU: Service Employees International Union

Union	Description	Ded Code ³⁹	Plan Code ⁴⁰	When Paid ⁴¹	Non Txml Code ⁴²
AEE	PAC, additional dues	DYNN★			T
AEE	Dues / fair share	DENN★	●		T
AFSCME	Dues / fair share, #0191, OYA	XCNN★	●	←	T
AFSCME	Dues / fair share, #0405, DOC CCCF security	DKAF★	●	←	T
AFSCME	Dues / fair share, #0745, DOC DRCF security	DKBK★	●	←	T
AFSCME	Dues / fair share, #0896, State Police	DKSP★	●	←	T
AFSCME	Dues / fair share, #0974, DOC TRCI security	DKTR★	●	←	T
AFSCME	Dues / fair share, #1085, DOJ OAJA	JANN★		←	T
AFSCME	Dues / fair share, #1246 DHS Mental Health	DKNN★	●	←	T
AFSCME	Dues / fair share, #1406, DOC Dentists	DKAN★	●	←	T
AFSCME	Dues / fair share, #1643, DOC Transport	DKCB★	●	←	T
AFSCME	Dues / fair share, #1878, DOC PRCF security	DKBD★	●	←	T
AFSCME	Dues / fair share, #2035, DOC Linn Co Parole	DKBG★	●	←	T
AFSCME	Dues / fair share, #2238, State Lands	DKSL★	●	←	T
AFSCME	Dues / fair share, #2376, DOC security plus	DKAC★	●	←	T
AFSCME	Dues / fair share, #2505, OLCC	DKAL★	●	←	T
AFSCME	Dues / fair share, #2623, DOC, OSPM, OYA	DKBC★	●	←	T
AFSCME	Dues / fair share, #3241, Oregon Emergency Management	DKEM★	●	←	T
AFSCME	Dues / fair share, #3295 DHS OSH Nurses	DKAH★	●	←	T
AFSCME	Dues / fair share, #3327, DHS Mental Health Physicians	DKAM★	●	←	T
AFSCME	Dues / fair share, #3336, DEQ	DKAD★	●	←	T
AFSCME	Dues / fair share, #3361-0, DOC EOCl security	DKAE★	●	←	T
AFSCME	Dues / fair share, #3371, DOC WCCF security	DKAO★	●	←	T
AFSCME	Dues / fair share, #3581-1, CCB & Hearings Officers at Employment	ABNN★	●	←	T

³⁹ Only designated agencies may use deduction codes with ★. See the PTD1

⁴⁰ Deduction codes with ● have plan codes. See the PTD2.

⁴¹ Deductions with ← are paid in arrears (January deduction = January membership). Deductions with → are paid in advance (January deduction = February membership).

⁴² Non Taxable Code from the PTD1 Payroll Deduction Table. N – Deduction is **exempt from** FIT and SIT and **subject to** FICA. T -- If the deduction code **does not have a plan code** or has a **numeric plan code**, the deduction is **subject to** FIT, SIT, and FICA. With an **alpha plan code**, the deduction is **exempt from** FIT, SIT, and FICA. X -- The deduction is **exempt from** FIT, SIT, and FICA

Union	Description	Ded Code ³⁹	Plan Code ⁴⁰	When Paid ⁴¹	Non Txbl Code ⁴²
AFSCME	Dues / fair share, #3581-2, Real Estate	ARNN★	●	←	T
AFSCME	Dues / fair share, #3743, DOC Douglas Co Parole	DKTA★	●	←	T
AFSCME	Dues / fair share, #3765, OSP Fire Marshal	DKTF★	●	←	T
AFSCME	Dues / fair share, #3772, LCDC	DKTG★	●	←	T
AFSCME	Dues / fair share #3856, DCBS Building Codes	DKAB★	●	←	T
AFSCME	Dues / fair share, #3932, Military	DKML★	●	←	T
AFSCME	Dues / fair share, #3940, DOC SRCl security	DKBF★	●	←	T
AFSCME	Dues / fair share, #3941, DOC CRCl security	DKBA★	●	←	T
AFSCME	Dues / fair share, #3942, DOC SCCl security	DKBE★	●	←	T
AFSCME	Dues / fair share, #3943, DOC SCI security	DKBB★	●	←	T
AFSCME	Dues / fair share, #3955, DPSST	DKAP★	●	←	T
AFSCME	People contributions, additional dues	VTNN	●	←	T
AOCE	Dues, Corrections USA	CUSA★			T
AOCE	Dues / fair share	CENN★	●		T
AOCE	CONSECO supplemental insurance	CFNN★			T
AOCE	CONSECO supplemental insurance admin fee	CANN★ ¹	●		T
AOCE	Legal defense fund	CLNN★	●		T
CIA	Dues / fair share	IVNN★	●		T
IAFF	Dues / fair share, #1660, Portland Air National Guard Firefighters	IAFP★	●		T
IAFF	Dues, #3340, Klamath Falls Airport Firefighters Assoc.	XDNN	606		T
IAFF	Fair share, #3340, Klamath Falls Airport Firefighters Assoc.	XDNN	607		T
OEA	Dues	DDNN★			T
OEA	Dues, substitutes	WBNN★			T
OEA	Fair share	DZNN★			T
OEA	PAC, additional dues	DQNN★			T
ONA	Dues	DNNN★	●		T
ONA	Fair share	DINN★	●		T

Union	Description	Ded Code ³⁹	Plan Code ⁴⁰	When Paid ⁴¹	Non Txbl Code ⁴²
ONA	PAC	DJNN★			T
OSPOA	Additional dues	DXNN★			T
OSPOA	Dues	DTNN★	001		T
OSPOA	PAC, troopers	VUNN★			T
SEIU	2 cents worth "B", OPAC program	DPNN ⁴³	●		T
SEIU	2 cents worth "C", CAPE program	DLNN	●		T
SEIU	Dues #503	DONN			T
SEIU	Dues #503, associate	XANN	111		T
SEIU	Dues #503, temporary	GONN			T
SEIU	Fair share #503	DSNN			T
SEIU	Fair share #503, temporary	GSNN			T
SEIU	Issues #503	TDNN ⁴⁴			T
SEIU	Legal insurance	PLNN	●		T
SEIU	LINA life and disability insurance (post-tax)	GWNN			T

⁴³ As of 2000, not valid for new members

⁴⁴ Mandatory deduction for members & fair share

INDEX BY DEDUCTION CODES

Ded Code	Category	Ded Code	Category	Ded Code	Category
8888	Misc Deductions	BK19	Food Banks	DKBB	Union Dues / Insurance
ABNN	Union Dues / Insurance	BK20	Food Banks	DKBC	Union Dues / Insurance
ADNN	PEBB	BPNN	Parking	DKBD	Union Dues / Insurance
AENN	PEBB	BQNN	Mass Transit	DKBE	Union Dues / Insurance
AGNN	PEBB	BSNN	Mass Transit	DKBF	Union Dues / Insurance
AHNN	PEBB	BTNN	Mass Transit	DKBG	Union Dues / Insurance
AJNN	PEBB	CANN	Union Dues / Insurance	DKBK	Union Dues / Insurance
AKNN	PEBB	CENN	Union Dues / Insurance	DKCB	Union Dues / Insurance
ARNN	Union Dues / Insurance	CFNN	Union Dues / Insurance	DKEM	Union Dues / Insurance
BCNN	Mass Transit	CLNN	Union Dues / Insurance	DKML	Union Dues / Insurance
BENN	Mass Transit	CTNN	Mass Transit	DKNN	Union Dues / Insurance
BK01	Food Banks	CUSA	Union Dues / Insurance	DKSL	Union Dues / Insurance
BK02	Food Banks	DCNN	Misc Deductions	DKSP	Union Dues / Insurance
BK03	Food Banks	DDNN	Union Dues / Insurance	DKTA	Union Dues / Insurance
BK04	Food Banks	DENN	Union Dues / Insurance	DKTF	Union Dues / Insurance
BK05	Food Banks	DINN	Union Dues / Insurance	DKTG	Union Dues / Insurance
BK06	Food Banks	DJNN	Union Dues / Insurance	DKTR	Union Dues / Insurance
BK07	Food Banks	DKAB	Union Dues / Insurance	DLNN	Union Dues / Insurance
BK08	Food Banks	DKAC	Union Dues / Insurance	DNNN	Union Dues / Insurance
BK09	Food Banks	DKAD	Union Dues / Insurance	DONN	Union Dues / Insurance
BK10	Food Banks	DKAE	Union Dues / Insurance	DPNN	Union Dues / Insurance
BK11	Food Banks	DKAF	Union Dues / Insurance	DQNN	Union Dues / Insurance
BK12	Food Banks	DKAH	Union Dues / Insurance	DSNN	Union Dues / Insurance
BK13	Food Banks	DKAL	Union Dues / Insurance	DTNN	Union Dues / Insurance
BK14	Food Banks	DKAM	Union Dues / Insurance	DXNN	Union Dues / Insurance
BK15	Food Banks	DKAN	Union Dues / Insurance	DYNN	Union Dues / Insurance
BK16	Food Banks	DKAO	Union Dues / Insurance	DZNN	Union Dues / Insurance
BK17	Food Banks	DKAP	Union Dues / Insurance	EDUC	Misc Deductions
BK18	Food Banks	DKBA	Union Dues / Insurance	FDNN	PEBB

Ded Code	Category	Ded Code	Category	Ded Code	Category
FHNN	PEBB	OCSF	Misc Deductions	QANN	Charitable Fund Drive
FOLM	Misc Deductions	OFNN	Misc Deductions	QCNN	Charitable Fund Drive
EQNN	Mass Transit	OONN	PEBB	QDNN	Charitable Fund Drive
FCCH	Misc Deductions	OPNN	PEBB	QENN	Charitable Fund Drive
FPNN	Misc Deductions	OQNN	PEBB	QFNN	Charitable Fund Drive
FZNN	Misc Deductions	OSNN	Misc Deductions	QGNN	Charitable Fund Drive
GONN	Union Dues / Insurance	OTNN	PEBB	QHNN	Charitable Fund Drive
GSNN	Union Dues / Insurance	PANN	Misc Deductions	QINN ⁴⁶	Charitable Fund Drive
GWNN	Union Dues / Insurance	PBNN	Misc Deductions	QKNN	Charitable Fund Drive
HDNN	Misc Deductions	PDNN	Misc Deductions	QLNN	Charitable Fund Drive
HLNN	Misc Deductions	PGNN	Parking	QMNN	Charitable Fund Drive
HSNN	Misc Deductions	PHNN	Parking	QNNN	Charitable Fund Drive
IAFP	Union Dues / Insurance	PINN	Parking	QPNN	Charitable Fund Drive
IANN	Misc Deductions	PKNN	Parking	QQNN	Charitable Fund Drive
IVNN	Union Dues / Insurance	PKXN	Parking	QRNN	Charitable Fund Drive
JANN	Union Dues / Insurance	PLNN	Union Dues / Insurance	QSNN	Charitable Fund Drive
JSNN	Misc Deductions	PONN	PEBB	QTNN	Charitable Fund Drive
KDNN	PEBB	PPNN	Misc Deductions	QUNN	Charitable Fund Drive
KMNN	PEBB	PQEC	Parking	QVNN	Charitable Fund Drive
KNNN	PEBB	PQNN	Parking	QWNN	Charitable Fund Drive
KONN	PEBB	PRNN	Misc Deductions	QYNN	Charitable Fund Drive
KPNN	PEBB	PVNN	PEBB	QZNN	Charitable Fund Drive
KQNN	PEBB	PXMI	Parking	RGNN ⁴⁷	PEBB
LBNN	PEBB	Q1NN	Charitable Fund Drive	RONN ⁴⁸	PEBB
LCNN	PEBB	Q2NN	Charitable Fund Drive	SFNN	Misc Deductions
LNNN	Misc Deductions	Q3NN	Charitable Fund Drive	SINN ⁴⁹	PEBB
LPNN	Mass Transit	Q4NN	Charitable Fund Drive	SLNN	PEBB
LONN	Misc Deductions	Q5NN	Charitable Fund Drive	SLYJ	Misc Deductions
LSNN	Misc Deductions	Q5NN ⁴⁵	Misc Deductions		
LTNN	PEBB	Q6NN	Charitable Fund Drive		
MCNN	Parking				
MMNN	Misc Deductions				
MOVE	Misc Deductions				

⁴⁵ Effective for 2009 CFD, 12/31/09 pay period

⁴⁶ In effect for 12/31/08 pay period

⁴⁷ Not available for 2010 Plan Year

⁴⁸ Not available for 2010 Plan Year

⁴⁹ Effective for 2009 PEBB plan year, pay period 12/31/08

Ded Code	Category
SLYM	Misc Deductions
SLYP	Misc Deductions
SPNN ⁵⁰	PEBB
STNN	PEBB
SVNN	Misc Deductions
SWNN ⁵¹	PEBB
TANN	Misc Deductions
TDNN	Union Dues / Insurance
TJNN	Mass Transit
TRNN	Mass Transit
U3NN	PEBB
U4NN	PEBB
U8NN	PEBB
U9NN	PEBB
UANN	PEBB
UBNN	PEBB
UCNN	PEBB
UDNN	PEBB
UENN	PEBB
UFNN	PEBB
UGNN	PEBB
UHNN	PEBB
UJNN	PEBB
UKNN	PEBB
ULNN	PEBB
UMNN	PEBB
UNNN	PEBB
UONN	PEBB
UPNN	PEBB
UQNN	PEBB

Ded Code	Category
URNN	PEBB
USNN	PEBB
VCNN	Misc Deductions
VSNN	PEBB
VTNN	Union Dues / Insurance
VUNN	Union Dues / Insurance
WBNN	Union Dues / Insurance
WDNN	PEBB
WLNN	Miscell Deductions
WLXA	Misc Deductions
XANN	Union Dues / Insurance
XCNN	Union Dues / Insurance
XDNN	Misc Deductions
XDNN	Union Dues / Insurance
Z2NN	Tax Deferred Annuities
ZBNN	Tax Deferred Annuities
ZCNN	Tax Deferred Annuities
ZGNN	Tax Deferred Annuities
ZINN	Tax Deferred Annuities
ZJNN	Tax Deferred Annuities
ZMNN	Tax Deferred Annuities
ZNNN	Tax Deferred Annuities
ZONN	Tax Deferred Annuities
ZQNN	Tax Deferred Annuities
ZRNN	Tax Deferred Annuities
ZSNN	Tax Deferred Annuities
ZZNN	Tax Deferred Annuities

⁵⁰ First available for 2010 PEBB Plan Year

⁵¹ First available for 2010 PEBB Plan Year