

OSPS Training News

May 2009

Web Resources — Direct Deposit Month

May is National Direct Deposit and Direct Payment Month. Here are some web resources for payroll and employees:

- Mypay.oregon.gov
- PayItGreen
- ElectronicPayments.org
- NACHA—the Electronics Payment Association
- American Payroll Association—Go Green with Your Green



May Training — Leave Reports

DATE: May 12, 2009
 TIME: 9:00 AM to noon
 PLACE: SFMS Conference Room, 1st Floor, [Executive Building](#), 155 Cottage St. NE, Salem

The class is seminar-style. We will look at sample reports, analyze what happened, and decide if we need to adjust any leave balances

The reports include [Leave Accrual Register](#), [Leave Accrual—Adjustments and Transfers](#), [Leave Adjustments Made to Closed Periods](#), [Lost Leave Accrual CT Balance](#), [Exempt Employees with Comp Time Balances](#), and [Terminated Employees Having Leave Balances](#).

[To Register](#)

Next Forum

DATE: May 19, 2009
TIME: 1:00 to 4:00 pm
PLACE: [Veteran Affairs Auditorium](#), 700 Summer St. NE, Salem
AGENDA:

- PEBB Updates
- Payroll Gold Star Awards
- Federal Earned Income Credit
- State Dated Check Process Begins



Did you know....."Pre and Post-tax" Deductions

T	Plan Code	Description	Rate	Plus Amt	Min Amt	Max Amt
?	111	HTCVCL/SALEM				
?	115	BIKE LKR SLM				
?	119	HTCVLE/PORTL				
?	221	HALF/UNRESRV				
?	222	UNRSVG/SALEM				
?	223	U/CP-1/SALEM				
?	224	U/CP-2/SALEM				
?	225	U/CP-3/SALEM				
?	229	R/UN/D-0/PTL				
?	230	R/UN/D-1/PTL				
?	231	R/UN/D-2/PTL				
?	232	R/UN/D-3/PTL				
?	333	R/UN/DV/SALM				
?	334	RU/CP-1/SALEM				
?	335	RU/CP-2/SALEM				
?	336	RU/CP-3/SALEM				
?	339	RES/PTLD				

T	Plan Code	Description	Rate	Plus Amt	Min Amt	Max Amt
?	AAA	EMP ONLY				
?	889	ENRSPDUSE				
?	CCC	ENRCHILDREN				
?	DDD	ENR8FAMILY				
?	222	RDJ 8008				
?	801	RDJ 8008				
?	101	EMP ONLY				
?	102	ENRSPDUSE				
?	103	ENRCHILDREN				
?	104	ENR8FAMILY				
?	802	ENR8PARTNER				
?	803	EE/OP'S CHL				
?	804	EE/OP/EE CHL				
?	805	ENR80TH CHL				
?	806	EE/OP/OP CHL				
?	807	EE/OP/BTH CH				
?	901	EE YTD/AGCY'S				
?	902	RDJ 8008 SUB				

In April, current and former state employees who paid for state-owned parking between 2004 and 2009 began receiving refunds on social security and Medicare taxes OSPA paid in error. Our research helped us refine our knowledge on the [payroll calculation](#) for "pre and post-tax" deductions.

The Non Taxable Code on the [PTD1](#) Payroll Deduction Table and the Plan Code on the [PTD2](#) Payroll Deduction Table determine if OSPA will calculate federal (FIT) and state (SIT) income tax and social security and Medicare (FICA) tax before or after taking the deduction.

Possible values for the Non Taxable Code on the PTD1 include:

- N -- The 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 on the PTD2 Payroll Deduction Table, 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.

