WAGE AND CONTRIBUTION FILE FORMAT, REQUIRED FIELDS BY CODE

Code Number	Code Name	Last Name	First Name	Middle Name	Suffix	SSN	Employer #	Status Code	Processing Calendar Month/Year	Affected Reporting Month/Year	Affected Month Begin Date	Affected Month End Date	Base Hours	Actual Hours	Base Wages	Actual Wages	Department/ Location	Wages Subject to Contribution	Employee Contribution	Employer Contribution	ERPD Contributions	Employment Type	ERPay Factor Code	Part Time Indicator	Contract Start Date	Position Type:	Promotion Within the Pay Period	Employee Hourly	Employee Hourly Rate of Pay
01	Monthly	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Required if Base Wages is not specified, Null if it is	Required if Base Hours is specified, Null if it is not	Required if Base Hours is not specified, Null if it is	Required if Base Wages is specified, Null if it is not	Optional, provide only if applicable	Required	Required if ERPD Contributions is not specified, Null if it is	Required if ERPD Contributions is not specified, Null if it is	Required if Employee Contribution is not specified, Null if it is	Required unless LRS or JRS	Only Required if ERPD Contributions not Null	Required, blank is assumed 'N"	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	Required if "Part Time Indicator" is 'Y'. Optional if "Employee Hourly" = 'Y' and "Part Time Indicator" is 'N'
04	Adjust Wages	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Must Be Null	Must Be Null	Must Be Null	Must Be Null	Optional, provide only if applicable	Required	Required if ERPD Contributions is not specified, Null if it is	Required if ERPD Contributions is not specified, Null if it is	Required if Employee Contribution is not specified, Null if it is	Required unless LRS or JRS	Only Required if ERPD Contributions not Null	Required, blank is assumed 'N"	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	Required if "Part Time Indicator" is 'Y'. Optional if "Employee Hourly" = 'Y' and "Part Time Indicator" is 'N'
05	Adjust Base or Actual	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Required if Base Wages is not specified, Null if it is	Required if Base Hours is specified, Null if it is not	Required if Base Hours is not specified, Null if it is	Required if Base Wages is specified, Null if it is not	Optional, provide only if applicable	Must Be Null	Must Be Null	Must Be Null	Must Be Null	Required unless LRS or JRS	Only Required if ERPD Contributions not Null	Required, blank is assumed 'N"	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	Required if "Part Time Indicator" is 'Y'. Optional if "Employee Hourly" = 'Y' and "Part Time Indicator" is 'N'
13	[For School District's Only] Contract Overlap	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Required if Base Wages is not specified, Null if it is	Required if Base Hours is specified, Null if it is not	Required if Base Hours is not specified, Null if it is	Required if Base Wages is specified, Null if it is not	Optional, provide only if applicable	Required	Required if ERPD Contributions is not specified, Null if it is	Required if ERPD Contributions is not specified, Null if it is	Required if Employee Contribution is not specified, Null if it is	Required unless LRS or JRS	Only Required if ERPD Contributions not Null	Required, blank is assumed 'N"	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	Required if "Part Time Indicator" is 'Y'. Optional if "Employee Hourly" = 'Y' and "Part Time Indicator" is 'N'
30	Longevity Pay	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Must Be Null	Must Be Null	Must Be Null	Must Be Null	Optional, provide only if applicable	Required	Required if ERPD Contributions is not specified, Null if it is	Required if ERPD Contributions is not specified, Null if it is	Required if Employee Contribution is not specified, Null if it is	Required unless LRS or JRS	Only Required if ERPD Contributions not Null	Not Required	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	Not Required
31	Shift Differential Pay	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Must Be Null	Must Be Null	Must Be Null	Must Be Null	Optional, provide only if applicable	Required	Required if ERPD Contributions is not specified, Null if it is	Required if ERPD Contributions is not specified, Null if it is	Required if Employee Contribution is not specified, Null if it is	Required unless LRS or JRS	Only Required if ERPD Contributions not Null	Not Required	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	Not Required
32	Hazardous Duty Pay	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Must Be Null	Must Be Null	Must Be Null	Must Be Null	Optional, provide only if applicable	Required	Required if ERPD Contributions is not specified, Null if it is	Required if ERPD Contributions is not specified, Null if it is	Required if Employee Contribution is not specified, Null if it is	Required unless LRS or JRS	Only Required if ERPD Contributions not Null	Not Required	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	Not Required
33	Extra-Duty Assignment Pay	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Must Be Null	Must Be Null	Must Be Null	Must Be Null	Optional, provide only if applicable	Required	Required if ERPD Contributions is not specified, Null if it is	Required if ERPD Contributions is not specified, Null if it is	Required if Employee Contribution is not specified, Null if it is	Required unless LRS or JRS	Only Required if ERPD Contributions not Null	Not Required	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	Not Required
34	Holiday Pay	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Must Be Null	Must Be Null	Must Be Null	Must Be Null	Optional, provide only if applicable	Required	Required if ERPD Contributions is not specified, Null if it is	Required if ERPD Contributions is not specified, Null if it is	Required if Employee Contribution is not specified, Null if it is	Required unless LRS or JRS	Only Required if ERPD Contributions not Null	Not Required	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	Not Required
35	Stand-By Pay	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Must Be Null	Must Be Null	Must Be Null	Must Be Null	Optional, provide only if applicable	Required	Required if ERPD Contributions is not specified, Null if it is	Required if ERPD Contributions is not specified, Null if it is	Required if Employee Contribution is not specified, Null if it is	Required unless LRS or JRS	Only Required if ERPD Contributions not Null	Not Required	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	Not Required
36	Call-Back Pay (pre 01/01/10)	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Must Be Null	Must Be Null	Must Be Null	Must Be Null	Optional, provide only if applicable	Required	Required if ERPD Contributions is not specified, Null if it is	Required if ERPD Contributions is not specified, Null if it is	Required if Employee Contribution is not specified, Null if it is	Required unless LRS or JRS	Only Required if ERPD Contributions not Null	Not Required	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	Not Required
38	Call-Back Pay (post 01/10/10)	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Must Be Null	Must Be Null	Must Be Null	Must Be Null	Optional, provide only if applicable	Required	Required if ERPD Contributions is not specified, Null if it is	Required if ERPD Contributions is not specified, Null if it is	Required if Employee Contribution is not specified, Null if it is	Required unless LRS or JRS	Only Required if ERPD Contributions not Null	Not Required	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	Not Required
80	Non-Eligible Employee	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Must Be Null	Required	Must Be Null	Must Be Null	Optional, provide only if applicable	Required	Must Be Null	Must Be Null	Must Be Null	Required unless LRS or JRS	Must Be Null	Required, blank is assumed 'N"	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	"Part Time Indicator" is 'Y'. Optional if "Employee Hourly" = 'Y' and "Part Time Indicator" is 'N'

81	Non Eligible-Employee PERS Retiree	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Must Be Null	Required	Must Be Null	Must Be Null	Optional, provide only if applicable	Required	Must Be Null	Must Be Null	Must Be Null	Required unless LRS or JRS	Must Be Null	Required, blank is assumed 'N"	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	"Part Time Indicator" is 'Y'. Optional if "Employee Hourly" = 'Y' and "Part Time Indicator" is 'N'
82	[Optional] Overtime	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Must Be Null	Required	Must Be Null	Must Be Null	Optional, provide only if applicable	Required	Must Be Null	Must Be Null	Must Be Null	Required unless LRS or JRS	Must Be Null	Required, blank is assumed 'N"	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	Required if "Part Time Indicator" is 'Y'. Optional if "Employee Hourly" = 'Y' and "Part Time Indicator" is 'N'
83	[Optional] Other Ineligible	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Must Be Null	Required	Must Be Null	Must Be Null	Optional, provide only if applicable	Required	Must Be Null	Must Be Null	Must Be Null	Required unless LRS or JRS	Must Be Null	Required, blank is assumed 'N"	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	Required if "Part Time Indicator" is 'Y'. Optional if "Employee Hourly" = 'Y' and "Part Time Indicator" is 'N'
19	[For PERS Internal Use Only] Dual Service (Non-Teacher)	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Required if Base Wages is not specified, Null if it is	Required if Base Hours is specified, Null if it is not	Required if Base Hours is not specified, Null if it is	Required if Base Wages is specified, Null if it is not	Optional, provide only if applicable	Required	Required if ERPD Contributions is not specified, Null if it is	Required if ERPD Contributions is not specified, Null if it is	Required if Employee Contribution is not specified, Null if it is	Required unless LRS or JRS	Only Required if ERPD Contributions not Null	Required, blank is assumed 'N"	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	Required if "Part Time Indicator" is 'Y'. Optional if "Employee Hourly" = 'Y' and "Part Time Indicator" is 'N'
37	[For PERS Internal Use Only] Call-Back Pay as of 07/01/08	Required	Required	Optional	Optional	Required	Required	Required	Required	Required	Required	Required	Must Be Null	Must Be Null	Must Be Null	Must Be Null	Optional, provide only if applicable	Required	Required if ERPD Contributions is not specified, Null if it is	Required if ERPD Contributions is not specified, Null if it is	Required if Employee Contribution is not specified, Null if it is	Required unless LRS or JRS	Only Required if ERPD Contributions not Null	Not Required	Required if employer is a school	Required if employer is a school	Required, blank is assumed 'N"	Required, blank is assumed 'N"	Not Required