EMPLOYEES' RETIREMENT SYSTEM HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND OFFICE OF THE PUBLIC DEFENDER



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DEPT. COMM. NO.178

December 29, 2016

The Honorable Ronald D. Kouchi, President and Members of the Senate Twenty-Ninth State Legislature State Capitol, Room 409 Honolulu, Hawaii 96813 The Honorable Joseph M. Souki, Speaker and Members of the House of Representatives Twenty-Ninth State Legislature State Capitol, Room 431 Honolulu, Hawaii 96813

Dear President Kouchi, Speaker Souki and Members of the Legislature:

For your information and consideration, I am transmitting a copy of the Status of Employer Reporting of Information 2016 report, as required by Act 87, Session Laws of Hawaii 2015. In accordance with Section 93-16, Hawaii Revised Statutes, the report may be viewed electronically at http://ers.ehawaii.gov/resources/reports-to-legislature.

Sincerely,

WESLEY K. MACHIDA

Director of Finance

Enclosure

c: Legislative Reference Bureau

ec: Governor's Office: Gov.ReportsDistribution@hawaii.gov

Lieutenant Governor's Office: <u>LtGov.ReportsDistribution@hawaii.gov</u>

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EMPLOYEES' RETIREMENT SYSTEM OF THE STATE OF HAWAII

ACT 87, SESSION LAWS OF HAWAII 2015 RELATING TO THE EMPLOYEES' RETIREMENT SYSTEM

STATUS OF EMPLOYER REPORTING OF INFORMATION 2016

This is the 2016 status report on the State, the City and County of Honolulu and the Counties of Hawaii, Maui and Kauai departments' and Agencies' ("State and Counties") reporting of personnel and payroll information to the Employees' Retirement System (ERS) as required by Section 88-103.7 under Act 87, Session Laws of Hawaii 2015.

Employer Reporting Files

ERS benefits (retirement, death, refunds, disability, etc.) are based on the ERS membership status of the employee. The ERS is dependent on employers of the State and Counties to provide timely and accurate compensation information (based on payroll data) and service credit information (based on personnel data) on their employees to determine ERS benefit eligibility and entitlement. Employers are the sole source of this payroll and personnel data which is transmitted to the ERS by semi-monthly transactions coinciding with their salary processing schedule.

ERS approved file formats for employer reporting of payroll and personnel data:

- 1. Payroll File: 600 byte layout, version 2, Act 163
- 2. Personnel Interface File: 1500 byte layout, Act 163

ERS's first Act 87/2015 Report summarized the employers' files and whether files were being submitted by the approved format. This second Act 87/2015 Report focuses on the Employer Reporting Payroll File. Specifically, this report examines in detail ERS's evaluation of the file as it is received, reviewed and the data validated as it is entered into its Pension Management Information System to generate ERS benefits.

Employers and Billing Locations

Since 2006, the ERS has worked with the State and Counties in the implementation and the utilization of the payroll files. Employer reporting is divided into separate "billing locations" which are designated by the employer for ease of collection and processing. The payroll file billing locations for the State and Counties are listed below:

- 1. State of Hawaii
 - Department of Accounting and General Services (DAGS) State of Hawaii (includes DOE, UH and HHSC)
 - Charter Schools (Ceridian)
- 2. City and County of Honolulu

- City and County of Honolulu
- City and County of Honolulu Board of Water Supply
- 3. County of Hawaii
 - County of Hawaii
 - County of Hawaii Department of Water Supply
- 4. County of Maui
 - County of Maui
- 5. County of Kauai
 - County of Kauai

Status of Reporting

As noted in the Act, the ERS "shall require that information be furnished in electronic format and that information with respect to payroll and personnel transactions:

- (1) Allocate payments, including bonuses, salary adjustments, payments for compensatory time, and workers' compensation, to monthly or other periods as requested by the system;
- (2) Specify the purpose or nature of the payment; and
- (3) Indicate any changes or errors in payments that require correcting or updating."

It states further that all departments and agencies "shall furnish the information required by the system pursuant to this section in the format required by the system."

Each employer file has the following types of payroll information for each reported employee:

- 1. Demographic Identification
- 2. Employer Reporting Transaction Identification
- 3. Employee Transaction Information
- 4. Payroll Transaction Information
- 5. ERS Contributions
- 6. Pay Types

Based on these categories, we have detailed the current status of each employer's compliance with the current format as indicated in the attached table. Unreported, erroneously reported or manually reported payroll records of transactions, adjustments, retroactive payments, and corrections require the ERS to research, request and manually adjust an employee's or retiree's benefit calculation record to accurately reflect the benefit for which an employee, beneficiary or retiree should be eligible to receive. The resolution of these issues is critical to the accurate and timely calculation of retirement benefits.

As indicated by the attached table, with the exception of the County of Hawaii Department of Water Supply, the employers are transmitting information which is erroneous or incomplete. Each employer has an independent payroll processing system and these systems are not compatible with the ERS system. Employers claim that they are restricted or limited by their

systems and are unable to configure them to comply with ERS requirements. Additions such as retroactive payment dates, or changes such as 1- to 2-byte data fields, are reportedly impossible for employers to provide resulting in hours of research and manual adjustments by ERS staff. To review the status of their reporting and to emphasize why the detailed information is required, the ERS will meet with the Finance, Payroll and Information Technology representatives for the State and each of the Counties during 2017. As of the date of this report, the State Department of Accounting and General Services (which processes the payroll for approximately 75% of all ERS employees) is expecting to update their payroll system within the next couple of years and has included the ERS in design and requirements discussions.

The critical areas of the payroll files to be discussed with all employers will include:

- 1. Employer Reporting Information (detailed adjustment transactions)
- 2. Employee Transaction Information (correct and complete group and class codes)
- 3. Payroll Transaction Information (earning period dates)
- 4. ERS Contributions (contributions corresponding to classification)
- 5. Pay Types (correctly indicating the types of pay)

ERS will continue to work with the State and Counties on both the payroll and personnel files in order to comply with the provisions of Act 87/2015. In addition, it shall submit to the legislature reports on the progress of State and Counties' efforts to comply with section 88-103.7, Hawaii Revised Statutes, as amended by this Act. These reports shall be submitted to the Legislature prior to the regular sessions of 2016 through 2020.

Next Act 87/2015 Report Due:

Twenty days prior to the start of the 2018 legislative session.

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Act 87	Act 87/2015 - 2016 Report to Legislature - Employer and Billing Location - Attachment	lover and Billing Location - Attachment		
1. Si	State of Hawaii			
	Department of Accounting and			
	General Services (DAGS) – State of		Accurately	
<u>ت</u> 	(a) Hawaii	Reporting by approved file format.	Reported?	Issues
	Import Process		No	Totals on Control Report did not match the sum of details.
	Work Report Process			
				SSNs with discrepancies - "dummy" SSNs used until actual SSN is
	Demographic Information	Correctly reported	No	confirmed, creating erroneous records.
		Employer Report Transaction - Regular		
	Employer Reporting Information	(Positive) Report	No	Refer to detailed issues below.
		Employer Report Transaction - Adjustment		
		Report	No	DAGS does not report by adjustment file format.
				Manual mapping required.
	Employee Transaction Information	Retirement Group	No	UH - Group code field limitation requires manual correction.
		Retirement Class	No	Manual mapping required
				UH -Rounding to the nearest whole number - ERS must manually
				correct to decimals. Creates Base Pay error.
		Full Time Equivalence Percent	No	Missing when processing pay changes.
		Contract Type	No	UH - Group code limitation creates error.
		Pay Rate Code	Yes	
		Pay Rate Code	Yes	
		Number of Hours Worked	No	Discrepancies requiring ERS manual adjustments.
		Standard Work Hours in Period	No	Discrepancies requiring ERS manual adjustments.
	Payroll Transaction Information	Pay Period End Date	Yes	
				Default dates, erroneous dates, D-70 manual correction required
				for adjustments.
				Incorrect dates for "after-the-fact" employees.
		Earning Period Start Date	No	HHSC - Adjustment pay using default dates.
				Default dates, erroneous dates, D-70 manual correction required
				for adjustments.
				Incorrect dates for "after-the-fact" employees.
		Earning Period End Date	No	HHSC - Adjustment pay using default dates.
		Payment Date	Yes	
				Field Limitation.
				Missing when processing pay changes.
		Base Pay	No	UH - Rounding of FTE creates Base Pay error.

			and the second second second second second second	
				Discrepancies.
				When member is overpaid, DAGS does not process corrected pay
				until member pays back employer, resulting in incorrect ERS pay
-				information.
				UH - Stipend included in Regular Pay but not included in Gross
		Gross Pay Amount	No	Pay.
				Other pay incorrectly reported as Regular pay.
				HHSC - employees with more than 40 hours reported incorrectly.
		Regular Pay Amount	No	Pay should be included in Excess Regular Pay.
				Contributions from non-ERS members reported.
				UH - Contributions deducted from non-reportable pay (non-ERS
	ERS Contributions	Correctly reported	No	member). Requires manual ERS correction.
	Pay Types	Vacation Pay Amount	No	Deceased employees not reported on file
				Missing base pay, FTE% when included in payroll file.
		Workers' Compensation Pay Amount	No	HHSC - Workers' Comp payment reports must be manually input.
_		Sabbatical Leave Pay Amount	N/A	
				Discrepancies.
				Overtime creates "hourly" paycode transaction resulting in error
		Other Pay Amount	No	for missing hours.
		Differential Pay Amount Recurring	No	
		Differential Pay Amount Non-recurring	No	
				Missing - ERS must input manually.
				Reported with incorrect earning period dates.
				ERS must refer to D-70s for breakdown of earning periods (not
		Retroactive Pay Type	No	always included).
				Reported with incorrect earning period dates.
				ERS must refer to D-70s for breakdown of earning periods (not
		Retroactive Pay Amount	No	always included).
				HHSC - Employees with more than 40 hours of pay should be
		Excess Regular Pay Type	No	reported with Excess Regular Pay.
				HHSC - Employees with more than 40 hours of pay should be
		Excess Pay Amount	No	reported with Excess Regular Pay.
		Miscellaneous Non-pay Amount Type	Yes	
		Miscellaneous Non-pay Amount	Yes	
		Straight-time Pay	Yes	
			Yes	
		Warrant Distribution Code	Yes	

(A)	Charter Schools (Ceridian)	Renorting by approved file format as of 2016.	Accurately Reported?	sanssi
-	Τ			Incorrect file creation date on header reocrd, not the 15th or the
				end of the month.
				Total Gross Pay and Regular Pay on Trailer Record does not match
				the sum of the details.
				Multiple files submitted for same pay period (not Adjustment
	Import Process		No	Files).
	Work Report Process			
	Demographic Information	Correctly reported	Yes	
		Employer Report Transaction - Regular		
	Employer Reporting Information	(Positive) Report	No	Refer to detailed issues below.
		Employer Report Transaction - Adjustment		
		Report	No	Refer to detailed issues below.
				Erroneous reported for post-6/30/2012 members.
	Employee Transaction Information	Retirement Group	No	Non-eligible employees being reported.
				Erroneous reported for post-6/30/2012 members.
		Retirement Class	No	Non-eligible employees being reported.
		Full Time Equivalence Percent	No	Incorrect for part-time members
		Contract Type	Yes	
		Pay Rate Code	Yes	
		Pay Rate Code	Yes	
		Number of Hours Worked	No	Some hourly members do not have this field populated.
		Standard Work Hours in Period	No	
	Payroll Transaction Information	Pay Period End Date	Yes	
		Earning Period Start Date	No	Discrepancies for retoactive payments.
		Earning Period End Date	No	Discrepancies for retoactive payments.
		Payment Date	Yes	
		Base Pay	No	Incorrect for part-time members
		Gross Pay Amount	No	Discrepancies due to input/report errors.
		Regular Pay Amount	No	
				Discrepancies due to incorrect coding of post-6/30/2012
	ERS Contributions	Correctly reported	No	Members.
	Pay Types	Vacation Pay Amount	Yes	
		Workers' Compensation Pay Amount	Yes	
		Sabbatical Leave Pay Amount	Yes	

		Other Pay erroneously being reported for post-6/30/2012
Other Pay Amount	No	Members.
Differential Pay Amount Recurring	No	
Differential Pay Amount Non-recurring	Yes	
Retroactive Pay Type	No	Discrepancies.
Retroactive Pay Amount	No	Discrepancies.
Excess Regular Pay Type	Yes	
Excess Pay Amount	Yes	
Miscellaneous Non-pay Amount Type	Yes	
Miscellaneous Non-pay Amount	Yes	
Straight-time Pay	Yes	
Bargaining Unit	No	ncorrect values being populated.
Warrant Distribution Code	Yes	

				Accurately	
7	2 (a)	City and County of Honolulu	Reporting by approved file format.		Issues
		Import Process			
		Work Report Process			
		Demographic Information	Correctly reported	Yes	
			Employer Report Transaction - Regular		
		Employer Reporting Information	(Positive) Report	No	Refer to detailed issues below.
					C&C does report by adjustment file however multiple issues
					reported.
			Employer Report Transaction - Adjustment		Base pay not correctly reported with adjustment transactions -
			Report	No	ERS must manually input the amout.
		Employee Transaction Information	Retirement Group	Yes	
			Retirement Class	Yes	
			Full Time Equivalence Percent	Yes	
			Contract Type	Yes	
			Pay Rate Code	Yes	
			Pay Rate Code	Yes	
			Number of Hours Worked	No	
			Standard Work Hours in Period	No	
		Payroll Transaction Information	Pay Period End Date	No	
			Earning Period Start Date	No	Must be used for retro payments.
					Must be used for retro payments.
			Earning Period End Date	No	Incorrect for late adjustments
			Payment Date	Yes	
			c t	<u>(</u>	Temporary Assignment pay erroneously reported.
	\downarrow		base ray		Dase pay not populated on adjustment neededs.
			Gross Pay Amount	NO	
			Regular Pay Amount	No	Includes retro pay
		ERS Contributions	Correctly reported	No	ERS must refund overdeducted contributions for advance lag pay
		Pay Types	Vacation Pay Amount	No	
					3rd-party WC Vendor's report should be incorporated in C&C
			Workers' Compensation Pay Amount	No	Honolulu payroll file. Currently requires manual ERS input.
			Sabbatical Leave Pay Amount	N/A	
			Other Day Amount	C Z	Erroneously reported - should be recurring differential. Currently being corrected.
			Office ray Amodule		

			Erroneously reported as Other Pay - corrections currently being
	Differential Pay Amount Recurring	No	done
	Differential Pay Amount Non-recurring		
	Retroactive Pay Type	No	Reported in incorrect regular pay field.
	Retroactive Pay Amount	No	Reported in incorrect regular pay field.
	Excess Regular Pay Type	Yes	
	Excess Pay Amount	No	
	Miscellaneous Non-pay Amount Type	Yes	
	Miscellaneous Non-pay Amount	Yes	
	Straight-time Pay	Yes	
	Bargaining Unit	Yes	
	Warrant Distribution Code	Yes	

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	City and County of Honolulu - Board		Accurately	
2 (b)	of Water Supply	Reporting by approved file format.	Reported?	Issues
				Fields with negative numbers are not right-justified with leading "0"s
				Record Count, Gross Pay and/or Normal Contributions on the
	Import Process		No	control report does not match the sum of totals.
	Work Report Process			Control Report totals for record count and gross pay are hand- written prior to submission.
	Demographic Information	Correctly reported	Yes	
	-	Employer Report Transaction - Regular		
	Employer Reporting Information	(Positive) Report	No	Refer to detailed issues below.
		Employer Report Transaction - Adjustment		
		Report	No	
	Employee Transaction Information	Retirement Group	Yes	
		Retirement Class	Yes	
		Full Time Equivalence Percent	Yes	
		Contract Type	Yes	
		Pay Rate Code	Yes	
		Pay Rate Code	Yes	
		Number of Hours Worked	Yes	
		Standard Work Hours in Period	Yes	
	Payroll Transaction Information	Pay Period End Date	Yes	
		Date	Yes	
			Yes	
		Payment Date	Yes	
		Base Pay	Yes	
		Gross Pay Amount	Yes	
		Regular Pay Amount	Yes	
	ERS Contributions		No	Reporting workers' compensation contributions as additional contributions rather than regular contributions
	Pay Types	Vacation Pay Amount	Yes	
		Workers' Compensation Pay Amount	Yes	
		Sabbatical Leave Pay Amount	N/A	
				Temporary Assignment Pay erroneously reported as Other Pay.
		Other Pay Amount	No	Other Pay reported for post-6/30/2012 Members

Differential Pay Amount Recurring	Yes	
Differential Pay Amount Non-recurring	Yes	
Retroactive Pay Type	No	
Retroactive Pay Amount	No	
Excess Regular Pay Type	Yes	
Excess Pay Amount	Yes	
Miscellaneous Non-pay Amount Type	Yes	
Miscellaneous Non-pay Amount	Yes	
Straight-time Pay	Yes	
Bargaining Unit	Yes	
Warrant Distribution Code	Yes	

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1				
			Accurately	
3 (a)	County of Hawaii	Not reporting by approved file format.	Reported?	Issues
-				
	Work Report Process			
	Demographic Information	Correctly reported	No	Refer to detailed issues below.
		Employer Report Transaction - Regular		
	Employer Reporting Information	(Positive) Report	No	
		Employer Report Transaction - Adjustment		Adjustments transactions erroneously reported with regular
		Report	No	payroll requiring ERS manual corrections.
	Employee Transaction Information	Retirement Group	No	Erroneously reported post-6/30/2012 Members
-				Erroneously reported post-6/30/2012 Members.
		Retirement Class	No	Missing Class Codes requiring ERS manual correction.
		Full Time Equivalence Percent	Yes	
		Contract Type	Yes	
		Pay Rate Code	Yes	
		Pay Rate Code	No	
		Number of Hours Worked	Yes	
		Standard Work Hours in Period	Yes	
	Payroll Transaction Information	Pay Period End Date	No	
		Earning Period Start Date	No	
		Earning Period End Date	No	
		Payment Date	No	
-		Base Pay	No	Erroneous reporting of Base Pay
		Gross Pay Amount	No	
		Regular Pay Amount	No	
				Erroneous deductions from non-eligible pay types.
				Deficiencies due to insufficient contributions from eligible pay
				types.
	ERS Contributions	Correctly reported	No	Erroneous deduction from TA Other Pay.
				Missing cash-in-lieu of vacation payments must be added
	Pay Types	Vacation Pay Amount	No	manually.
		Workers' Compensation Pay Amount	No	
		Sabbatical Leave Pay Amount	N/A	
				Erroneously reported post-6/30/2012 Members.
				Erroneously reported Other Pay must be manually corrected to
		Other Pay Amount	oN°	Recurring Differential.

			Mis-roded Other Pay for nost-6/30/2012 members must be
			corrected to Differential Reccuring Pay to be included for ERS
			calculation.
			Pay erroneously reported in this field must be researched
			manually and an adjustment file created to determine deficient
	Differential Pay Amount Recurring	No	contributions due from the employee.
	Differential Pay Amount Non-recurring	No	
	Retroactive Pay Type	No	
	Retroactive Pay Amount	No	
	Excess Regular Pay Type	No	
	Excess Pay Amount	No	
	Miscellaneous Non-pay Amount Type	Yes	
	Miscellaneous Non-pay Amount	Yes	
	Straight-time Pay	Yes	
	Bargaining Unit	Yes	
	Warrant Distribution Code	Yes	

Reporting by approved file format. State Process Information Correctly reported Employer Report Transaction - Regular Correctly Report Transaction - Adjustment Employer Report Transaction - Adjustment Employer Report Transaction - Adjustment Report Rep						
Reporting by approved file format. Sample of the formation orting information (Positive) Report Transaction - Adjustment Employer Report Transaction - Adjustment Report Retirement Class Full Time Equivalence Percent Contract Type Pay Rate Code Pay Amount Recuring Pascallar Pay Amount Other Pay Amount Other Pay Amount Differential Pay Amount Betroactive Pay Type Retroactive Pay Type Retroactive Pay Type Excess Regular Pay Type Excess Pay Amount Excess Pay Excess Pay Excess Pay Excess Pay Excess Pay Excess Pay Excess Pa	ino	County of Hawaii - Department of		Accurately		
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Transaction - Regular Transaction - Adjustment Ince Percent Worked Ours in Period art Date d Date d Date t Int munt t mount Recurring mount Non-recurring mount Non-recurring mount y Type nt	Ş	Work Report Process				
Employer Report Transaction - Regular (Positive) Report Employer Report Transaction - Adjustment Report Retirement Group Retirement Class Full Time Equivalence Percent Contract Type Pay Rate Code Pay Amount Pacation Pay Amount Pother Pay Amount Differential Pay Amount Excess Regular Pay Type Excess Pay Amount Excess Pay Amount Excess Pay Amount Excess Pay Amount	en	ographic Information	Correctly reported	Yes		
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Retirement Class Full Time Equivalence Percent Contract Type Pay Rate Code Pay Rate Code Number of Hours Worked Standard Work Hours in Period Pay Period End Date Earning Period Start Date Earning Period Start Date Earning Period End Date Payment Date Payment Date Base Pay Gross Pay Amount Correctly reported Vacation Pay Amount Correctly reported Unifferential Leave Pay Amount Sabbatical Leave Pay Amount Other Pay Amount Differential Pay Amount Non-recurring Retroactive Pay Type Retroactive Pay Type Excess Regular Pay Type Excess Pay Amount Excess Pay Amount	mp	loyee Transaction Information	Retirement Group	Yes		
Full Time Equivalence Percent Contract Type Pay Rate Code Pay Rate Code Number of Hours Worked Standard Work Hours in Period Standard Work Hours in Period Pay Period End Date Earning Period End Date Earning Period End Date Payment Date Base Pay Gross Pay Amount Correctly reported Vacation Pay Amount Workers' Compensation Pay Amount Sabbatical Leave Pay Amount Other Pay Amount Other Pay Amount Differential Pay Amount Non-recurring Excess Regular Pay Amount Excess Regular Pay Amount Excess Regular Pay Amount Excess Regular Pay Type Excess Pay Amount Excess Pay Amount			Retirement Class	Yes		
Contract Type Pay Rate Code Pay Rate Code Number of Hours Worked Standard Work Hours in Period Earning Period End Date Earning Period Start Date Earning Period End Date Earning Period End Date Earning Period End Date Base Pay Gross Pay Amount Correctly reported Vacation Pay Amount Sabbatical Leave Pay Amount Other Pay Amount Sabbatical Leave Pay Amount Differential Pay Amount Sabbatical Leave Pay Amount Sabbatical Leave Pay Amount Excess Regular Pay Amount Differential Pay Amount Excess Regular Pay Type Excess Regular Pay Type Excess Regular Pay Type Excess Pay Amount Excess Regular Pay Type Excess Pay Amount			Full Time Equivalence Percent	Yes		
Pay Rate Code Number of Hours Worked Standard Work Hours in Period Standard Work Hours in Period Pay Period End Date Earning Period Start Date Earning Period Start Date Earning Period End Date Payment Date Base Pay Gross Pay Amount Regular Pay Amount Correctly reported Vacation Pay Amount Sabbatical Leave Pay Amount Other Pay Amount Other Pay Amount Sabbatical Leave Pay Amount Sabbatical Leave Pay Amount Excess Regular Pay Amount Bifferential Pay Amount Differential Pay Amount Excess Regular Pay Type Excess Regular Pay Type Excess Regular Pay Type			Contract Type	Yes		
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Earning Period Start Date Earning Period End Date Payment Date Base Pay Gross Pay Amount Regular Pay Amount Correctly reported Vacation Pay Amount Workers' Compensation Pay Amount Sabbatical Leave Pay Amount Other Pay Amount Differential Pay Amount Differential Pay Amount Excess Regular Pay Type Retroactive Pay Amount Excess Regular Pay Type Excess Regular Pay Type Excess Pay Amount	ayr	oll Transaction Information	Pay Period End Date	Yes		
Earning Period End Date Payment Date Base Pay Gross Pay Amount Regular Pay Amount Correctly reported Vacation Pay Amount Workers' Compensation Pay Amount Sabbatical Leave Pay Amount Other Pay Amount Other Pay Amount Differential Pay Amount Non-recurring Retroactive Pay Type Retroactive Pay Amount Excess Regular Pay Type Excess Regular Pay Type Excess Pay Amount			Earning Period Start Date	Yes		_
Payment Date Base Pay Gross Pay Amount Regular Pay Amount Correctly reported Vacation Pay Amount Workers' Compensation Pay Amount Sabbatical Leave Pay Amount Other Pay Amount Differential Pay Amount Non-recurring Retroactive Pay Type Retroactive Pay Amount Excess Regular Pay Type Excess Pay Amount Excess Pay Amount			Earning Period End Date	Yes		_
Base Pay Gross Pay Amount Regular Pay Amount Correctly reported Vacation Pay Amount Workers' Compensation Pay Amount Sabbatical Leave Pay Amount Other Pay Amount Differential Pay Amount Non-recurring Retroactive Pay Type Retroactive Pay Amount Excess Regular Pay Type			Payment Date	Yes		
Gross Pay Amount Regular Pay Amount Correctly reported Vacation Pay Amount Workers' Compensation Pay Amount Sabbatical Leave Pay Amount Other Pay Amount Differential Pay Amount Non-recurring Retroactive Pay Type Retroactive Pay Amount Excess Regular Pay Type Excess Pay Amount			Base Pay	Yes		
Regular Pay Amount Correctly reported Vacation Pay Amount Workers' Compensation Pay Amount Sabbatical Leave Pay Amount Other Pay Amount Differential Pay Amount Non-recurring Retroactive Pay Type Retroactive Pay Amount Excess Regular Pay Type Excess Pay Amount			Gross Pay Amount	Yes		
Correctly reported Vacation Pay Amount Vacation Pay Amount Workers' Compensation Pay Amount Sabbatical Leave Pay Amount Other Pay Amount Recurring Differential Pay Amount Non-recurring Retroactive Pay Type Retroactive Pay Amount Excess Regular Pay Type Excess Pay Amount			Regular Pay Amount	Yes		
Vacation Pay Amount Workers' Compensation Pay Amount Sabbatical Leave Pay Amount Other Pay Amount Differential Pay Amount Non-recurring Retroactive Pay Type Retroactive Pay Amount Excess Regular Pay Type Excess Pay Amount	RS	Contributions	Correctly reported	Yes		
Workers' Compensation Pay Amount Sabbatical Leave Pay Amount Other Pay Amount Differential Pay Amount Recurring Differential Pay Amount Non-recurring Retroactive Pay Type Retroactive Pay Amount Excess Regular Pay Type	ay	Гуреs	Vacation Pay Amount	Yes		
00			Workers' Compensation Pay Amount	Yes		
50			Sabbatical Leave Pay Amount	Yes		
0.0			Other Pay Amount	Yes		
po			Differential Pay Amount Recurring	Yes		
			Differential Pay Amount Non-recurring	Yes		
			Retroactive Pay Type	Yes		
			Retroactive Pay Amount	Yes		
			Excess Regular Pay Type	Yes		
			Excess Pay Amount	Yes		
			Miscellaneous Non-pay Amount Type	Yes		

			The state of the s
	Miscellaneous Non-pay Amount	Yes	
	Straight-time Pay	Yes	
	Bargaining Unit	Yes	
	Warrant Distribution Code	Yes	

_				
_			Accurately	
4	County of Maui	Reporting by approved file format.	Reported?	Issues
	Import Process			Extra invalid record before Header Record
	Work Report Process			
	Demographic Information	Correctly reported	Yes	
		Employer Report Transaction - Regular		
	Employer Reporting Information	(Positive) Report	No	Refer to detailed issues below.
				Adjustments must be processed manually.
_				Void payments incorrectly or not reported.
				Replacement payments incorrectly or not reported.
				Maui reports that it is unable to create adjustment reports to
_		Employer Report Transaction - Adjustment		adjust pay errors or changes they've made. Maui provides excel
_		Report	No	spreadsheet which ERS must manually input.
	Employee Transaction Information	Retirement Group	Yes	
		Retirement Class	Yes	
		Full Time Equivalence Percent	Yes	
		Contract Type	No	Reporting salaried employees as hourly employees.
		Pay Rate Code	Yes	
		Pay Rate Code	Yes	
		Number of Hours Worked	No	
		Standard Work Hours in Period	No	
	Payroll Transaction Information	Pay Period End Date	No	
				Erroneous or invalid dates reported.
_				Adjustment records may only be processed with 1 prior payroll
		Earning Period Start Date	No	date.
				Erroneous or invalid dates reported.
				Adjustment records may only be processed with 1 prior payroll
		Earning Period End Date	No	date.
		Payment Date	Yes	
		Base Pay	No	
				Incorrect Gross Pay for a number of employees - ERS must
				manually adjust.
		Gross Pay Amount		Report missing under Excess Pay Amount.
		Regular Pay Amount	No	

			Contributions deducted on non-eligible pay.
			Reporting workers' compensation contributions as additional
ERS Contributions	Correctly reported	No	contributions.
Pay Types	Vacation Pay Amount	No	
	Workers' Compensation Pay Amount	No	
	Sabbatical Leave Pay Amount	N/A	
			Erroneously reported non-qualified pay as Other Pay for post-
	Other Pay Amount	No	6/30/2012 members
	Differential Pay Amount Recurring	Yes	
	Differential Pay Amount Non-recurring	Yes	
			Should be reported by adjustment file, manual adjustments
	Retroactive Pay Type	No	required.
			Should be reported by adjustment file, manual adjustments
	Retroactive Pay Amount	No	required.
	Excess Regular Pay Type	Yes	
	Excess Pay Amount	No	Missing report.
	Miscellaneous Non-pay Amount Type	Yes	
	Miscellaneous Non-pay Amount	Yes	
	Straight-time Pay	Yes	
	Bargaining Unit	No	Discrepancies
	Warrant Distribution Code	Yes	

County of Kauai	Reporting by approved file format.	Accurately Reported?	Issues
Import Process			Discrepancy in control report vs. deposit amount
Work Report Process			
Demographic Information	Name Suffix Code	No	Invalid Name Suffix value.
	Employer Report Transaction - Regular		
Employer Reporting Information	(Positive) Report	No	Refer to detailed issues below.
			Adjustments must be processed manually.
	Employer Report Transaction - Adjustment Report	S	Manual or voided payments not reported in payroll file. Manual or voided checks not reported
Employee Transaction Information	Retirement Group	92	Erroneously reported for post-06/30/2012 members
	Retirement Class	No	Erroneously reported for post-06/30/2012 members
	Full Time Equivalence Percent	No	
	Contract Type	Yes	
	Pay Rate Code	No	Reporting salaried employees as hourly employees
	Pay Rate Code	No	Reporting salaried employees as hourly employees
	Number of Hours Worked	No	Reporting salaried employees as hourly employees
	Standard Work Hours in Period	No	Reporting salaried employees as hourly employees
Payroll Transaction Information	Pay Period End Date		
	Farning Period Start Date	CZ	Invalid dates. Missing dates must be entered by ERS.
			Invalid dates
	Earning Period End Date	8	Missing dates must be entered by ERS.
	Payment Date	Yes	
	Base Pay	No	LWOP reported with pay - must be manually corrected by ERS.
	Gross Pay Amount	No	
	Regular Pay Amount	°Z	LWOP reported with pay - must be manually corrected by ERS.
			Workers¹ Compensation contributions erroneously reported as Additional rather than Regular.
ERS Contributions	Correctly reported	No	Must be manually adjusted by ERS.
Pay Types	Vacation Pay Amount		
	Workers' Compensation Pay Amount	No	

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			Must accurately identify pay that should be non-eligible for post-
			6/30/2012 employees.
	Other Pay Amount	No	LWOP reported with pay - must be manually corrected by ERS.
			Must accurately identify pay that should be non-eligible for post-
	Differential Pay Amount Recurring	No	6/30/2012 employees.
			Must accurately identify pay that should be non-eligible for post-
	Differential Pay Amount Non-recurring	No	6/30/2012 employees.
	Retroactive Pay Type	ON	
	Retroactive Pay Amount	No	
	Excess Regular Pay Type	Yes	
	Excess Pay Amount	Yes	
	Miscellaneous Non-pay Amount Type	Yes	
	Miscellaneous Non-pay Amount	Yes	
	Straight-time Pay	Yes	
	Bargaining Unit	Yes	
	Warrant Distribution Code	Yes	