

NFC

Procedures



National Finance Center
Office of the Chief Financial Officer
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T&A Validation System (TIME) Edit Messages

TITLE I
Payroll/Personnel Manual

CHAPTER 7
Time and Attendance Procedures

SECTION 6
T&A Validation System (TIME) Edit Messages

Latest Update Information

The following change has been made to the TIME procedure:

Description of Change	Page
Employee Ineligible for COLA/Post Differential	108

Changes are identified by “▶◀”.

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About This Procedure

This procedure provides information to agencies on the T&A correction process used at the National Finance Center (NFC). Agencies can use this information as a help to avoid errors when preparing T&As. The following information will help you to use the procedure more effectively and to locate further assistance if needed.

How The Procedure Is Organized

Primary sections and page numbering are described below:

Pages are numbered consecutively at the bottom of each page.

All bulletins issued for this procedure after January 1, 1998, will be available on the Internet at the NFC home page (www.nfc.usda.gov).

What Conventions Are Used

This procedure uses the following visual aids:

- Emphasized text within a paragraph is printed in **bold**. Example: Leave accruals are to be recorded on the second half of a split T&A only; **do not record leave accruals on the first half or both halves of the split T&A**.
- References to sections within the procedure are printed in bold as shown here. Example: These guidelines are included under **NFC Action**.
- Important extra information is identified as a note. Example: **Note:** This message applies to Forest Service only.

Who To Contact For Help

For questions about payroll/personnel policies and regulations, contact your Committee For Agriculture Payroll/Personnel System (CAPPS) representative.

For questions about NFC processing or TIME edits, contact the Payroll/Personnel Operations Section at **504-255-4630**.

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TIME Edit Messages

Overview

The T&A Validation System (TIME) is the edit system of the U.S. Department of Agriculture (USDA) for time and attendance (T&A). TIME performs all editing and validating necessary for acceptance of T&A data for payment. TIME utilizes the Payroll/Personnel System database and table files in its edit/validation process.

The purpose of this procedure is to (1) familiarize agencies with TIME edits so that these errors will be avoided when preparing T&As and (2) inform agencies of the action taken by the National Finance Center (NFC) to release T&As from suspense. It is not to be used for preparing T&As for processing; the T&A Reporting procedure should be used for that purpose.

System Interface

TIME interfaces with various subsystems of the Payroll/Personnel System. These include but are not limited to:

Web-based System For Time and Attendance Reporting (STAR Web) – TIME replicates the STAR edits.

T&A On-line Suspense Correction And Document Addition System (TSUS) – TIME edits are corrected in TSUS.

Adjustment Processing System (ADJP) – Corrected and supplemental T&As are processed through ADJP.

Payroll Accounting System (PACS) – T&A hours charged to accounting data are computed and processed for distribution through PACS.

Management Account Structure Codes System (MASC) – TIME validates T&A accounting data against the accounting data table in MASC.

TMGT (Table Management System) – TIME validates transaction code, contact point, etc., against tables in TMGT.

The T&A Process

Agencies enter T&A data from their agency locations. T&A data is transmitted electronically from agency locations every 2 weeks to NFC. The data is edited in the front-end system before transmission then further edited when processed through TIME. TIME jobs are processed and T&As are corrected daily during the processing cycle until the Payroll Processing System (PAYE) processes. (See the last paragraph in this section for PAYE process.) It is these TIME edits that are provided in this procedure. All errors encountered are reflected on an error suspense file. These errors are corrected by NFC through the T&A On-line Suspense Correction and

Document Addition System (TSUS). After correction, the data is updated on the database for subsequent payment processing.

Personnel and other payroll editing are performed in the Personnel Edit Subsystem (PINE). “Cross editing” is performed between payroll/personnel data and T&A data (e.g., personnel action requiring a split T&A). Personnel offices and timekeepers must coordinate the payroll/personnel process with the T&A process to facilitate efficient and accurate payment to the employee.

Further editing is performed by PAYE which computes pay, applies deductions and adjustments as necessary, and prepares the file for issuance of salary data by the Department of the Treasury. PAYE processes on the Friday and/or Saturday of the following week after the close of the pay period.

Front-End Edits

STAR Web is USDA’s front-end T&A entry system used by USDA and other departments. STAR Web performs front-end edits by utilizing table files in its edit/validation process. It validates field entries and edits for completion of required fields based on other entries. STAR Web edits are also performed in TIME for non-STAR Web users whose T&A entry systems do not include STAR Web edits. When a T&A is suspended in TIME, corrected, and released, TIME performs front-end edits (and TIME edits) to assure no new errors are encountered.

TIME Edits

TIME edits are maintained on-line by NFC in the Table Management System (TMGT), Table 34, TIME Edit Error Messages And Codes. TIME edits are established, changed, and deleted, as the need arises or based on user requests. Certain errors can be “force accepted” (i.e., released with the error) while others must be corrected. Table 34 includes a field, *Force Accept Msg (message) Code*, that indicates if the error can be force accepted. **Y** indicates that the message can be force accepted; **N** indicates it cannot be force accepted.

Nonfatal errors are **informational messages** that will not prevent payment of the T&A unless a fatal error also exists. A T&A with only a nonfatal error is automatically released though the error displays in TIME suspense. The system will automatically correct certain nonfatal errors by generating certain information. For example, if Transaction Code (TC) 71, Leave Without Pay (LWOP) hours do not agree with the LWOP hours shown in the leave area of the T&A, the system will generate the hours in the leave area to agree with the hours recorded for TC 71.

A **fatal error** is an error that will prevent payment of the T&A unless the error is corrected or force accepted.

NFC Use Only error messages indicate agency and/or NFC initiated activities. NFC initiates a “puller” to delete a T&A from the system based on agency request. The puller places the T&A in suspense for deletion.

Agency personnel specialists initiate pullers using PEP51 Pullers For Payroll/Personnel Documents, to retrieve and place in suspense, personnel actions that require correction or deletion. The personnel puller automatically suspends the T&A. Once the personnel puller is released, the T&A will also release, providing it is error free.

Certain errors require the processing of personnel actions while others require addition, deletion, or re-coding of T&A data. Those requiring a personnel action in some cases **cannot** be force accepted. CULPRPT report, P0099, Error Analysis For T&A Processing, lists the T&As that are held in suspense pending the processing of a personnel action. The statement, **CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of a personnel action to release the T&A from suspense**, is shown with the TIME edit messages for each error message that requires the processing of a personnel (or payroll) action to release the T&A. Lack of the following and other payroll data could suspend a T&A:

- check mailing address
- quarters allowance (per day rate)
- separate maintenance allowance (per day rate)
- restored annual leave data

The system edits for continuity of payment for full-time and part-time employees. CULPRPT Report P0013, Active Full-time Employees – T&As Not Received By NFC, is produced each pay period for agencies to review and transmit T&As, as appropriate, for the employees listed.

The Correction Process

NFC will attempt to contact agencies either via telephone or telefax prior to the processing of PAYE for guidance on suspended T&As, as needed.

NFC has established guidelines for correcting T&As. These guidelines are included with the TIME edit messages under **NFC Action**. If NFC needs guidance from the agency to correct a T&A and is unable to contact the agency due to time constraints during the processing cycle, the **NFC Action** shown will be used to release the T&A from suspense **without notifying the agency**. In most cases, the agency will be notified of the action taken.

Agencies should refer to the biweekly CULPRPT Report P0053, Error Analysis By Contact Point, and/or the TIME T&A Error Analysis Report (TIME 3201), which list the agency’s rejected T&As. To determine NFC’s changes to the T&A, compare the Information/Research Inquiry System (IRIS) T&A/payment programs to the time reported on the T&A. If the agency disagrees with the changes made by NFC, a corrected T&A must be transmitted for processing.

Reporting

Ad hoc reporting is available through FOCUS.

Internal TIME reports are produced for NFC use only; external TIME reports are produced for agency use. A sample of the external reports are included in Title I, Chapter 20, Section 5, Payroll/Personnel Output.

The T&A-related reports that are mailed to agencies at the close of the pay period should be used by:

- timekeepers as a learning tool to avoid making these mistakes when preparing future T&As,
- personnel offices to assure all personnel actions required are processed,
- accounting offices to review for charges associated with error conditions.

TIME reports are also available through the Report Generator System, CULPRPT. Below is a table of the external TIME reports and the CULPRPT counterpart, when applicable. See the CULPRPT procedure for samples of T&A related reports.

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Report ID	Title	CULPRPT Report
TIME 3201	Error Analysis By Contact Point	P0053, Error Analysis By Contact Point
TIME 4004	Leave Error Report & Letter Of Information	P0152, Leave Error Report
TIME 4101	Exceeded Limitations Report To Contact Point	
TIME 4102	Exceeded Limitations Report To Employing Office	
TIME 4303	Remote Entry Percent Of Errors	P0149, T&A Reject Percentage Report By Agency (Cumulative)
TIME 4503	T&A Reject Percentage Report By Contact Point (Cumulative)	P0054, T&A Reject Percentage Report By Contact Point (Cumulative)

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104	Total Time Does Not Equal Pr, TC, & Suffix Total	15
105	Total Time With Pay Does Not Balance	16
106	Fraction Field Must Be Blank, 1, 2, Or 3	17
107	Base Hours Worked Exceed 80 For The Pay Period	18
108	Reserved	
109	Separated Employee Not Allowed Advanced Leave	19
110	Exceeds Maximum Days Of Military Leave	20
111	Other Than Permanent F/T Or P/T Using Mil Lv	21
112	Days In Pay Status Omitted For Intermittent Emp	22
113	Reserved	
114	Reserved	
115	T&A Alternator Entry For Other Than FS Alternator	23
116	Reserved	
117	Advanced Leave Used Not Coded	24
118	Comp Leave Used Exceeds Amount Available	25
119	Advanced Leave Used Exceeds NTE Date	26
120	Reserved	
121	Advanced Leave Exceeds Leave Earned By Year End	27
122	Sick Leave Cannot Be Advanced Beyond 240 Hrs	28
123	AUO Hours Recorded Without % Rate	29
124	Reserved	
125	Spec Emp Cd Must Be 01, 02, 03, 08, 12, Or 26	30
126	% Must Be 07, 10, 12, 15, 17, 20, 22, 25, Or 99	31
127	Standby, AUO, Avail Pay Percent Required	32
128	Days Worked Exceed 14	33
129	FS Quarters On T&A; No Rate On Database	34
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157	Reserved	
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Code	Message
<i>102</i>	<i>Invalid Value</i>
Description	
<p>Error: The value entered does not meet system specifications.</p> <p>The value for this element must be either alphabetic, numeric, or alphanumeric and must be the correct number of positions.</p> <p>NFC Action: Enter the valid value.</p>	

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Code	Message
103	<i>Appt Limit Based On Days; Days In Pay Status Omitted</i>
Description	
<p>Error: Days worked for the pay period not reported.</p> <p>The appointment limitation is based on days worked; therefore, the number of days in pay status must be entered. If the employee was in nonpay status for the entire pay period, enter 00 in this field. Note: Though an employee may not work a full day, the time worked is counted as one day (e.g. 4 hours worked is counted as one day).</p> <p>Nonpay status includes LWOP (TC 71), Absence Without Leave (AWOL) (TC 72), Suspension (TC 73), and Furlough (TC 74).</p> <p>NFC Action: Enter the applicable number of days.</p>	

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Code	Message
<i>104</i>	<i>Total Time Does Not Equal Pr, TC, & Suffix Total</i>
Description	
<p>Error: The combined total of the TC, prefix code, and suffix, does not equal to the Total Time field.</p> <p>NFC Action: Review to ensure that all transaction, prefix, and suffix codes entered are accurate. Calculate and enter the correct total.</p>	

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Code	Message
105	<i>Total Time With Pay Does Not Balance</i>
Description	
<p>Error: The combined total of the Week1 and Week2 Hours and Fractions fields does not equal to the Total Time With Pay field.</p> <p>The Total Time is the sum of Week1 and Week2 Hours/Fractions. Do not include monetary amounts in the total time field.</p> <p>NFC Action:</p> <p>Review to ensure that monetary amounts have not been included in the Total Time field. Calculate and enter the correct total.</p>	

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Code	Message
<i>106</i>	<i>Fraction Field Must Be Blank, 1, 2, Or 3</i>
Description	
<p>Error: The fraction entry for hours worked, leave used, and leave balances does not correspond with the quarter hour requirement.</p> <p>Note: This message applies to hour entries only; it does not apply to monetary entries.</p> <p>NFC Action: Enter fractions as follows: For <i>1/4</i> enter <i>1</i> For <i>1/2</i> enter <i>2</i> For <i>3/4</i> enter <i>3</i></p>	

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Code	Message
107	<i>Base Hours Worked Exceed 80 For The Pay Period</i>
Description	
<p>Error: More than 80 hours of regular time was recorded for the pay period for the following TCs: TC 01, 04, 05, 11, 19, 26, 35, 36, 37, 38, 50, 59, and 60 through 69.</p> <p>NFC Action: Based on the tour of duty, change the hours that exceed 80 to the appropriate overtime transaction code(s). Contact the agency, if necessary.</p>	

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Code	Message
109	<i>Separated Employee Not Allowed Advanced Leave</i>
Description	
<p>Error: An advance leave code of 1, 2, or 3 was recorded for a separated employee. Separated employees are not allowed advanced annual, sick, or compensatory leave except if the separation is due to disability retirement or death.</p> <p>Separation Accession Type 0 = No Separation 1 = Regular Separation 3 = Deceased</p> <p>Advanced Leave Codes 1 = Annual Leave 2 = Sick Leave 3 = Annual and Sick Leave</p> <p>Nature of Action Code/Description 301 – Retirement (Disability) 350 – Death 352 – Termination 354 – Separation (Disability)</p> <p>NFC Action: Establish a record of indebtedness or death in the Special Payroll Processing System (SPPS) mainframe system if it has not been established by the agency.</p>	

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Code	Message
110	<i>Exceeds Maximum Days Of Military Leave</i>
Description	
<p>Error: The employee's total number of days charged to military leave exceeds 15.</p> <p>Eligible employees are allowed to use 15 calendar days of regular military leave each fiscal year. Members of the National Guard in the District of Columbia are allowed to exceed the 18-day limitation for parades and encampments ordered under the provisions of the law.</p> <p>Note: Military leave can be carried over from one fiscal year to the next fiscal year..</p> <p>NFC Action: Change the excess amount to compensatory leave, restored annual leave, annual leave, and/or LWOP as directed by the agency.</p>	

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Code	Message
<i>111</i>	<i>Other Than Permanent F/T Or P/T Using Mil Lv</i>
Description	
<p>Error: Military leave was recorded for an ineligible employee.</p> <p>Only a permanent full-time or a permanent part-time employee and a temporary full-time or temporary part-time employee whose appointment exceeds 1 year are eligible to use military leave.</p> <p>The type of employment codes are: 1 – Full-time 2 – Part-time 5 – First 40 Hours (Full-time)</p> <p>The type of appointment codes for temporary appointments are: 04 – Competitive–Temporary, Special Need, SES–Time Limited/Career 09 – Excepted–Temporary, SES Time–Limited/Noncareer</p> <p>NFC Action: If the appointment or type of employment is other than the above, change the military leave to compensatory leave, restored annual leave, annual leave, and/or LWOP as directed by the agency.</p>	

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Code	Message
112	<i>Days In Pay Status Omitted For Intermittent Emp</i>
Description	
<p>Error: Days worked were not reported for intermittent employee.</p> <p>Days worked each pay period must be recorded for intermittent employees except for Forest Service (FS) Older American enrollees. If the T&A reflects no hours worked, enter 00 in the Days (in pay status) field.</p> <p>NFC Action:</p> <p>Enter the number of days worked in the Days (in pay status) field. Note: Though an employee may not work a full day, the time worked is counted as one day (e.g. 4 hours worked is counted as one day).</p>	

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Code	Message								
115	<i>T&A Alternator Entry For Other Than FS Alternator</i>								
Description									
<p>Error: An entry in the FS Alternator field was coded for ineligible employee.</p> <p>The alternator code field (for FS employees only) on the T&A is audited in conjunction with the special employee code on the database. This field allows certain employees to change their tour on the T&A rather than processing a personnel action. A personnel action output (SF-50B) is generated when this field is completed.</p> <p>Employees with Special Employee Codes 09, 25, and 81 are allowed to change their tour on the T&A.</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;">Special Employee Code</th> <th style="text-align: left;">Definition</th> </tr> </thead> <tbody> <tr> <td>09</td> <td>Mixed Tour</td> </tr> <tr> <td>25</td> <td>FS Job Corps Mt</td> </tr> <tr> <td>81</td> <td>Temporary Employee – FS Pilot Units</td> </tr> </tbody> </table> <p>NFC Action: Delete the alternator code and notify the agency, if appropriate.</p>		Special Employee Code	Definition	09	Mixed Tour	25	FS Job Corps Mt	81	Temporary Employee – FS Pilot Units
Special Employee Code	Definition								
09	Mixed Tour								
25	FS Job Corps Mt								
81	Temporary Employee – FS Pilot Units								

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Code	Message								
<i>117</i>	<i>Advanced Leave Used Not Coded</i>								
Description									
<p>Error: Annual and/or sick leave used exceeds leave available resulting in a negative leave balance and the advanced leave field was not coded.</p> <p>This informational message indicates that the Advanced Leave field must be coded when annual or sick leave used is greater than the leave available (i.e., annual or sick leave forwarded plus the pay period accrual is less than the amount being used).</p> <p>The leave used is taken from the TC 61 and TC 62 hour entries for Week1 and Week2.</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;">Advanced Leave Code</th> <th style="text-align: left;">Definition</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Advanced Annual Leave</td> </tr> <tr> <td>2</td> <td>Advanced Sick Leave</td> </tr> <tr> <td>3</td> <td>Advanced Annual and Sick Leave</td> </tr> </tbody> </table> <p>NFC Action: The system generates the applicable advanced leave code for the advanced leave being used.</p>		Advanced Leave Code	Definition	1	Advanced Annual Leave	2	Advanced Sick Leave	3	Advanced Annual and Sick Leave
Advanced Leave Code	Definition								
1	Advanced Annual Leave								
2	Advanced Sick Leave								
3	Advanced Annual and Sick Leave								

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Code	Message
<i>118</i>	<i>Comp Leave Used Exceeds Amount Available</i>
Description	
<p>Error: Compensatory leave used exceeds the compensatory leave available. The leave used is taken from the TC 64 hour entries for Week1 and Week2.</p> <p>NFC Action: Change the excess hours to restored annual leave, annual leave, or LWOP and notify the agency.</p>	

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Code	Message						
<i>119</i>	<i>Advanced Leave Used Exceeds NTE Date</i>						
Description							
<p>Error: A negative leave balance extends beyond the appointment expiration date.</p> <p>Employees with temporary appointments cannot be advanced leave that would extend beyond the not-to-exceed (NTE) date. Leave that has been advanced must be paid back by the time the appointment ends for the following temporary appointments:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Type Of Appointment Code</th> <th style="text-align: left;">Definition</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>Competitive (Temporary)</td> </tr> <tr> <td>9</td> <td>Excepted (Temporary)</td> </tr> </tbody> </table> <p>NFC Action: Change leave used to compensatory leave, restored annual leave, annual leave, and/or LWOP and notify the agency. CULPRPT Report P0099, Error Analysis for T&A Processing, lists T&As that require the processing of a personnel action to release the T&A from suspense.</p>		Type Of Appointment Code	Definition	4	Competitive (Temporary)	9	Excepted (Temporary)
Type Of Appointment Code	Definition						
4	Competitive (Temporary)						
9	Excepted (Temporary)						

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Code	Message
<i>121</i>	<i>Advanced Leave Exceeds Leave Earned By Year End</i>
Description	
<p>Error: A negative leave balance exceeds the amount of leave earned through the end of the leave year.</p> <p>The number of advanced annual leave hours must not exceed the number of hours that the employee will earn during the remainder of the leave year.</p> <p>NFC Action: Change advanced leave to compensatory leave, restored annual leave, and/or LWOP and notify the agency, if appropriate.</p>	

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Code	Message
122	<i>Sick Leave Cannot Be Advanced Beyond 240 Hrs</i>
Description	
<p>Error: The negative sick leave balance exceeds 240 hours.</p> <p>The maximum sick leave hours that can be advanced is limited to 240 hours.</p> <p>NFC Action: Reduce the hours in excess of 240 and charge to compensatory leave, restored annual leave, annual leave, and/or LWOP and notify the agency, if appropriate.</p>	

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Code	Message								
123	<i>AUO Hours Recorded Without % Rate</i>								
Description									
<p>Error: The hours have been recorded in the Administratively Uncontrollable Overtime (AUO) Hours field without an entry percentage rate.</p> <p>The percent field must be completed when AUO hours are recorded. When eligibility ceases, enter 99 in the % field and leave the hours blank.</p> <p>The special employee code must be 03 for standby, 08 for AUO, or 26 for availability pay, to receive payment.</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;">Special Employee Code</th> <th style="text-align: left;">Definition</th> </tr> </thead> <tbody> <tr> <td>03 FLSA</td> <td>Scheduled Standby AUO–Exempt/Non Exempt</td> </tr> <tr> <td>08</td> <td>AUO Other Than Law Enforcement Personnel</td> </tr> <tr> <td>26</td> <td>Availability Pay</td> </tr> </tbody> </table> <p>NFC Action: Check IRIS Program IR102, Dates & Misc Sal/Pers Data, Screen 2, for the applicable percentage. If this program does not display the percentage and hours, deleted the data from the T&A. Contact the agency to request a personnel action, if applicable.</p>		Special Employee Code	Definition	03 FLSA	Scheduled Standby AUO–Exempt/Non Exempt	08	AUO Other Than Law Enforcement Personnel	26	Availability Pay
Special Employee Code	Definition								
03 FLSA	Scheduled Standby AUO–Exempt/Non Exempt								
08	AUO Other Than Law Enforcement Personnel								
26	Availability Pay								

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Code	Message														
125	<i>Spec Emp Cd Must Be 01, 02, 03, 08, 12, Or 26</i>														
Description															
<p>Error: The AUO field is coded for AUO, standby, or availability pay; however, the employee is ineligible.</p> <p>Eligibility is based on the following special employee codes:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Special Employee Code</th> <th style="text-align: left;">Definition</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>Scheduled Standby Nonexempt FLSA</td> </tr> <tr> <td>02</td> <td>AUO – Nonexempt FLSA</td> </tr> <tr> <td>03</td> <td>Scheduled Standby AUO Exempt–Nonexempt FLSA</td> </tr> <tr> <td>08</td> <td>AUO Other Than Law Enforcement Personnel</td> </tr> <tr> <td>12</td> <td>Supervisory/Managerial Employees, Exceed Band By 6%</td> </tr> <tr> <td>26</td> <td>Availability Pay</td> </tr> </tbody> </table> <p>NFC Action: Delete the data in the AUO field and notify the agency. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of a personnel action to release the T&A from suspense.</p>		Special Employee Code	Definition	01	Scheduled Standby Nonexempt FLSA	02	AUO – Nonexempt FLSA	03	Scheduled Standby AUO Exempt–Nonexempt FLSA	08	AUO Other Than Law Enforcement Personnel	12	Supervisory/Managerial Employees, Exceed Band By 6%	26	Availability Pay
Special Employee Code	Definition														
01	Scheduled Standby Nonexempt FLSA														
02	AUO – Nonexempt FLSA														
03	Scheduled Standby AUO Exempt–Nonexempt FLSA														
08	AUO Other Than Law Enforcement Personnel														
12	Supervisory/Managerial Employees, Exceed Band By 6%														
26	Availability Pay														

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Code	Message
126	<i>% Must Be 07, 10, 12, 15, 17, 20, 22, 25, Or 99</i>
Description	
<p>Error: An invalid entry was made in the AUO % field.</p> <p>The standby or AUO percent entry must be 07, 10, 12, 15, 17, 20, 22, 25, or 99. The availability percent must be 25 or 99. Note: Payment of availability pay begins and ends with the processing of a personnel action: the T&A is not coded unless a corrected T&A is being processed to retroactively begin availability pay. The T&A is coded only to change the hours.</p> <p>See TMGT Table 50, Standby AUO Percentages, for the actual percentage rate paid based on the T&A entry.</p> <p>NFC Action:</p> <p>Enter one of the valid percentages above or delete the data and notify the agency. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of a personnel action to release the T&A from suspense.</p>	

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Code	Message
127	<i>Standby, AUO, Avail Pay Percent Required</i>
Description	
<p>Error: Hours were recorded in the AUO1/AUO2 fields; however, the percent field is blank.</p> <p>If hours are entered in the AUO 1 and AUO 2 fields, the percent field must also be completed. The percentage rate for availability pay is 25.</p> <p>NFC Action:</p> <p>Request the percentage rate from the agency or delete the hours shown. The percentage must be valid on the second page of IRIS 102.</p>	

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Code	Message
<i>128</i>	<i>Days Worked Exceed 14</i>
Description	
<p>Error: The number of days recorded in the Days field exceed the number of days in a pay period.</p> <p>The entry in the Days (In Pay Status) field is more than 14. Note: Split T&As may inadvertently show 10 on each half instead of the actual number of days worked on each half of the split . Continued T&As may inadvertently show the total number of days worked on each T&A.</p> <p>NFC Action: Enter the correct number of days.</p>	

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Code	Message
129	<i>FS Quarters On T&A; No Rate On Database</i>
Description	
<p>Error: The quarters field contains an entry; however, a personnel action was not processed to establish the deduction rate.</p> <p>Note: This message applies to FS only.</p> <p>NFC Action: Delete the quarters from the T&A and notify the agency, if appropriate. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of a personnel action to release the T&A from suspense.</p>	

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Code	Message
<i>133</i>	<i>Acctg Code 2, No Acctg Stored On Database</i>
Description	
<p>Error: The Accounting Code (AC) on the T&A contains 2 indicating that the accounting data on the database should be used; however, the accounting data was never stored on a previously processed T&A.</p> <p>The accounting data must be stored by completing the accounting data field with the applicable accounting and entering 1 in the AC field. Thereafter, AC 2 (use database) is entered in the AC field and the accounting data fields are left blank.</p> <p>NFC Action: For new employees, request the accounting data from the agency. For other employees, use prior T&As accounting data.</p>	

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Code	Message
135	<i>Accounting Data Must Be Shown</i>
Description	
<p>Error: The AC is blank or contains <i>I</i> and no accounting data is shown on the T&A. The accounting data must be stored in the database and not entered on each pay period's T&A or entered on the T&A each pay period if not stored.</p> <p>NFC Action: Check IRIS for the appropriate accounting code and/or Accounting Distribution Appropriation Code. Enter either (1) AC 1 (store) and enter the accounting data shown in IRIS, or (2) AC 2 (use database accounting data) if the AC shows 1.</p>	

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Code	Message																		
137	<i>Employee In Nonpay Or Separated Status</i>																		
Description																			
<p>Error: A T&A was transmitted for an employee who is in nonpay status or is separated.</p> <p>The database indicates the employee is in nonpay status or is separated based on a processed personnel action. The Current Employment Status Code is 1, 2, 3, 4, 5, 6, 7, or 8, indicating the employee is in nonpay status (see table below for descriptions). The Separation-Accession Type is 1 or 2 indicating the employee is separated. Code 0 in the Separation-Accession Type field indicates active status.</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;">Current Employment Status Code</th> <th style="text-align: left;">Description</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Military Furlough</td> </tr> <tr> <td>2</td> <td>LWOP (Excess 30 Days)</td> </tr> <tr> <td>3</td> <td>Furlough (RIF)</td> </tr> <tr> <td>4</td> <td>Furlough (Seasonal)</td> </tr> <tr> <td>5</td> <td>Suspension</td> </tr> <tr> <td>6</td> <td>Furlough (Intergovernmental Personnel Act)</td> </tr> <tr> <td>7</td> <td>OWCP-LWOP (<i>Delete the T&A if there are zero hours recorded.</i>)</td> </tr> <tr> <td>8</td> <td>LWOP Pending Disability Retirement Approval (<i>Delete the T&A if there are zero hours recorded</i>)</td> </tr> </tbody> </table> <p>NFC Action: If the employee is separated, notify the agency that an accession (or cancellation to the separation) is required.</p> <p>CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of a personnel action to release the T&A from suspense.</p> <p>If hours were recorded on the T&A, the T&A is force accepted.</p>		Current Employment Status Code	Description	1	Military Furlough	2	LWOP (Excess 30 Days)	3	Furlough (RIF)	4	Furlough (Seasonal)	5	Suspension	6	Furlough (Intergovernmental Personnel Act)	7	OWCP-LWOP (<i>Delete the T&A if there are zero hours recorded.</i>)	8	LWOP Pending Disability Retirement Approval (<i>Delete the T&A if there are zero hours recorded</i>)
Current Employment Status Code	Description																		
1	Military Furlough																		
2	LWOP (Excess 30 Days)																		
3	Furlough (RIF)																		
4	Furlough (Seasonal)																		
5	Suspension																		
6	Furlough (Intergovernmental Personnel Act)																		
7	OWCP-LWOP (<i>Delete the T&A if there are zero hours recorded.</i>)																		
8	LWOP Pending Disability Retirement Approval (<i>Delete the T&A if there are zero hours recorded</i>)																		

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Code	Message
139	<i>Change Requires A Split T&A</i>
Description	
<p>Error: The T&A submitted was not split for a personnel action effective in the processing pay period.</p> <p>A personnel action or other change (e.g., service year change, etc.), requires a split T&A. If the effective date of the change occurs on days 3 through 12 of the pay period, the T&A must be split.</p> <p>If the effective date of the change occurs on days 1 and 2 or 13 and 14, a split is required only if the change is effective on these days and the employee worked days 1 and 2 or 13 and 14.</p> <p>NFC Action:</p> <p>Split the T&A in accordance with the effective date of the personnel action. When splitting the T&A, the effective date of the personnel action is always entered in the Start field on the T&A.</p>	

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Code	Message
<i>140</i>	<i>NFC Use Only (O/R Code A Force Accept)</i>
Description	
<p>Error: N/A</p> <p>This informational message indicates that the T&A has been force accepted.</p>	

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Code	Message
143	<i>Service Year Date Requires Split T&A</i>
Description	
<p>Error: The T&A was not split for the service year.</p> <p>A split T&A is required on the service year anniversary date. If the service year falls within Day 3 through Day 13, a split T&A is required.</p> <p>NFC Action: Split the T&A on the service year day. The T&A can be force accepted/released without splitting if:</p> <ul style="list-style-type: none">- The service year day is Day 02 and the employee did not work on Day 01, or- The service year day is Day 14 and the employee did not work on Day 14.	

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Code	Message
<i>144</i>	<i>Unexplained Split T&A Or Status Change</i>
Description	
<p>Error: The Status Start and/or End field was completed with no personnel action or service year to match the T&A.</p> <p>Certain personnel actions and changes require split T&As. See the T&A procedure for a list of occurrences that require a split T&A.</p> <p>Note: A split T&A is required at fiscal year end when military leave is used and when standby or AUO are charged to both fiscal years.</p> <p>Also, the accession or separation action date must be compatible with the T&A status change start or end day.</p> <p>NFC Action:</p> <p>If there is a personnel action in the database, change the status start and end dates to match the dates on the personnel action. If there is no personnel action in the database, remove the status start or end dates.</p>	

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Code	Message														
146	<i>Value Must Be Blank, 1, Or 2</i>														
Description															
<p>Error: An invalid value entered in one of the fields below.</p> <p>The valid values are:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;">Accounting Data Use Code</th> <th style="text-align: left;">Definition</th> </tr> </thead> <tbody> <tr> <td>Blank</td> <td>Use accounting data shown on the T&A</td> </tr> <tr> <td>1</td> <td>Store accounting data</td> </tr> <tr> <td>2</td> <td>Use database accounting data</td> </tr> </tbody> </table> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;">Correction Code</th> <th style="text-align: left;">Definition</th> </tr> </thead> <tbody> <tr> <td>Blank</td> <td>Original T&A</td> </tr> <tr> <td>1</td> <td>Corrected T&A</td> </tr> </tbody> </table> <p>NFC Action: Enter the valid code.</p>		Accounting Data Use Code	Definition	Blank	Use accounting data shown on the T&A	1	Store accounting data	2	Use database accounting data	Correction Code	Definition	Blank	Original T&A	1	Corrected T&A
Accounting Data Use Code	Definition														
Blank	Use accounting data shown on the T&A														
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1	Corrected T&A														

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Code	Message																				
147	<i>Value Must Be Blank, 1, 2, Or 3</i>																				
Description																					
<p>Error: An invalid value was entered in one of the fields below.</p> <p>The valid values are:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;">Advanced Leave Authorization Code (AL)</th> <th style="text-align: left;">Definition</th> </tr> </thead> <tbody> <tr> <td>Blank</td> <td>No advance</td> </tr> <tr> <td>1</td> <td>Annual</td> </tr> <tr> <td>2</td> <td>Sick</td> </tr> <tr> <td>3</td> <td>Annual and sick</td> </tr> </tbody> </table> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;">FS Alternator Change Code</th> <th style="text-align: left;">Definition</th> </tr> </thead> <tbody> <tr> <td>Blank</td> <td>Not Applicable</td> </tr> <tr> <td>1</td> <td>Full-time biweekly</td> </tr> <tr> <td>2</td> <td>Part-time biweekly</td> </tr> <tr> <td>3</td> <td>Intermittent – no established tour</td> </tr> </tbody> </table> <p>NFC Action: Enter the valid code.</p>		Advanced Leave Authorization Code (AL)	Definition	Blank	No advance	1	Annual	2	Sick	3	Annual and sick	FS Alternator Change Code	Definition	Blank	Not Applicable	1	Full-time biweekly	2	Part-time biweekly	3	Intermittent – no established tour
Advanced Leave Authorization Code (AL)	Definition																				
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1	Annual																				
2	Sick																				
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2	Part-time biweekly																				
3	Intermittent – no established tour																				

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Code	Message
148	<i>Oath Of Office Must Be Blank Or 1</i>
Description	
<p>Error: An invalid value was entered in the Oath of Office field.</p> <p>The Oath of Office field is completed with 1 for a new employee.</p> <p>NFC Action:</p> <p>Enter 1 in the Oath Of Office field for a new employee or delete the invalid value. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&A's that require the processing of a personnel action to release the T&A from suspense.</p>	

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Code	Message
<i>150</i>	<i>Value Must Be Blank Or 01 Through 46</i>
Description	
<p>Error: Incorrect hours were entered in the AUO 1/AUO 2 fields.</p> <p>The hours entered in the AUO 1 and AUO 2 fields must be equal to or less than the employee's weekly tour of duty hours for standby, AUO, or availability pay.</p> <p>NFC Action: Determine the hours to be entered based on the tour and notify the agency, if appropriate.</p>	

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Code	Message
151	<i>Quarters Deds Must Be Blank Or 01 Through 28</i>
Description	
<p>Error: The value shown in the Quarters field exceeds 28.</p> <p>Quarters may be recorded for a prior and current pay period only.</p> <p>NFC Action: If over 28, reduce to 28.</p>	

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Code	Message
153	<i>Days Must Be Blank Or 00 Thru 14</i>
Description	
<p>Error: The Days (In Pay Status) entry is invalid.</p> <p>NFC Action: Enter the applicable number of days.</p>	

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Code	Message
154	<i>A/L Accrual Must Be Blank, Or 01 Thru 10</i>
Description	
<p>Error: The annual leave accrual exceeds 10 hours.</p> <p>Annual leave accrual cannot exceed 10 hours in a pay period. Exception: Certain firefighters (other than FS are allowed to accrue more than 10 hours in a pay period.</p> <p>NFC Action: Enter the correct accruals for the pay period based on the leave category.</p>	

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Code	Message
155	<i>Value Must Be Blank, Or 00 Through 80</i>
Description	
<p>Error: An invalid entry was made in one of the fields below:</p> <p>The fields listed below allow only blank and 00 through 80 in the hours portion. Message 106 edits for fractions.</p> <p>Annual Leave Used Sick Leave Used Compensatory Leave Used LWOP Used AWOL Used Suspension Hours Used Military Emergency Hours Used Administrative Leave Used FS Alternator Hours</p> <p>Exception: Certain firefighters (other than FS and wage marine employees tours of duty exceed 80 hours per pay period.</p> <p>NFC Action: Enter the applicable hours.</p>	

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Code	Message
158	<i>Nonpay Status Balance Cannot Exceed 2080</i>
Description	
<p>Error: The cumulative nonpay status hours exceed the 2080 (maximum hours in a calendar year.)</p> <p>Nonpay status balance cannot exceed 2080 hours in a year. Nonpay status includes LWOP, AWOL, furlough, and suspension.</p> <p>NFC Action: Reduce the excess amount.</p>	

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Code	Message																								
159	<i>Total Time Cannot Exceed 320</i>																								
Description																									
<p>Error: The total hours with pay in a pay period exceed 320.</p> <p>All TC hours are included in this total except for the following TCs:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Transaction Code</th> <th style="text-align: left;">Prefix/Suffix</th> <th style="text-align: left;">Description</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>Other than 40, 41, 43,44</td> <td>INS 1931 O/T</td> </tr> <tr> <td>49</td> <td></td> <td>Remote Site Allowance</td> </tr> <tr> <td>49</td> <td>3 & 4</td> <td>Quarters Allowance</td> </tr> <tr> <td>51</td> <td>1 & 8</td> <td>Uniform Allowance</td> </tr> <tr> <td>51</td> <td>2 & 3</td> <td>Sep. Maintenance Allow.</td> </tr> <tr> <td>89</td> <td></td> <td>Imprest Fund</td> </tr> <tr> <td>92</td> <td></td> <td>Meals</td> </tr> </tbody> </table> <p>NFC Action: If valid, force accept the T&A.</p>		Transaction Code	Prefix/Suffix	Description	17	Other than 40, 41, 43,44	INS 1931 O/T	49		Remote Site Allowance	49	3 & 4	Quarters Allowance	51	1 & 8	Uniform Allowance	51	2 & 3	Sep. Maintenance Allow.	89		Imprest Fund	92		Meals
Transaction Code	Prefix/Suffix	Description																							
17	Other than 40, 41, 43,44	INS 1931 O/T																							
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49	3 & 4	Quarters Allowance																							
51	1 & 8	Uniform Allowance																							
51	2 & 3	Sep. Maintenance Allow.																							
89		Imprest Fund																							
92		Meals																							

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Code	Message												
<i>160</i>	<i>AWS Field Must Be Blank, 3, 5, 7, 8, Or 9</i>												
Description													
<p>Error: An invalid Alternate Work Schedule (AWS) code was entered. The AWS value must be 3, 5, 7, or 8, and 9 to reset to a regular work schedule.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;"><i>AWS Code</i></th> <th style="text-align: center;"><i>Definition</i></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">3</td> <td>Four 10-hour workdays per workweek – 4/10</td> </tr> <tr> <td style="text-align: center;">5</td> <td>Nine workdays (eight 9-hour days and one 8- hour day) – 5/4/9</td> </tr> <tr> <td style="text-align: center;">7</td> <td>Variable workday hours within a 40-hour workweek (flexitour, flexitour with credit hours, gliding work schedule, variable day</td> </tr> <tr> <td style="text-align: center;">8</td> <td>Variable workweek hours within an 80-hour pay period (maxiflex, variable week)</td> </tr> <tr> <td style="text-align: center;">9</td> <td>Reset – Return to regular workday/ workweek schedule</td> </tr> </tbody> </table> <p>NFC Action: Enter the applicable code based on the hours recorded each week.</p>		<i>AWS Code</i>	<i>Definition</i>	3	Four 10-hour workdays per workweek – 4/10	5	Nine workdays (eight 9-hour days and one 8- hour day) – 5/4/9	7	Variable workday hours within a 40-hour workweek (flexitour, flexitour with credit hours, gliding work schedule, variable day	8	Variable workweek hours within an 80-hour pay period (maxiflex, variable week)	9	Reset – Return to regular workday/ workweek schedule
<i>AWS Code</i>	<i>Definition</i>												
3	Four 10-hour workdays per workweek – 4/10												
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Code	Message
<i>161</i>	<i>Contact Point Not Matched To TMGT</i>
Description	
<p>Error: An invalid contact point code was entered.</p> <p>The contact point does not match a contact point in the TMGT Table 03, T&A Contact Point Name And Address.</p> <p>NFC Action:</p> <p>Check Table 03, T&A Contact Point Name And Address, for the status of the contact point. The date in the Beginning Effective Date field is the date that the contact point became valid and was entered in TMGT. The Last Effective Date field, if other than 12/31/49, is the date that the contact point expired and is no longer valid as of the date shown. If the Last Effective Date is 12/31/49, the contact point is valid. Contact the agency to request the valid T&A contact point if not found in Table 03 and/or make modifications to TMGT, if appropriate.</p>	

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Code	Message
162	<i>Entry Must Be Blank Or 01 Through 14</i>
Description	
<p>Error: The Status Start/End or Regular Military Days Used field has a value other than 01 through 14.</p> <p>The status Start/End or Regular Military Days Used field must be within the range of the number of days in a pay period.</p> <p>NFC Action: Determine the correct value and enter in the applicable field.</p>	

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Code	Message
<i>163</i>	<i>No Check Mailing Address</i>
Description	
<p>Error: A T&A was transmitted with pay due but there is no check mailing address in the database for the employee.</p> <p>NFC Action: If the residence address is on the database, force accept the T&A; the check will be sent to the residence address. If the residence address is not on the database, request an address from the agency.</p>	

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Code	Message
166	<i>F/T Emp Leave Accrual Not Allowed Due To AWOP</i>
Description	
<p>Error: Leave accruals were recorded in a nonpay status pay period.</p> <p>When the hours of absence without pay (AWOP) (TC 71, LWOP; TC 72, AWOL; TC 73, Suspension; and TC 74, Furlough) are equal to 80 (or any multiple of 80), the employee is not entitled to accrue annual or sick leave.</p> <p>NFC Action: Remove accruals.</p>	

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Code	Message
<i>167</i>	<i>NTE Date Exceeded</i>
Description	
<p>Error: An employee exceeds his/her not-to-exceed date this pay period.</p> <p>A T&A must not be processed when the appointment limitation not-to-exceed (NTE) date has passed unless a personnel action is processed to extend, convert, or terminate the appointment.</p> <p>NFC Action:</p> <p>None. If the employee exceeds the limitation in the first pay period, the T&A does not reject. If the employee exceeds in a subsequent pay period, the T&A cannot be force released; a personnel action is required. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of a personnel action to release the T&A from suspense.</p> <p>Agency Action:</p> <p>Process the required personnel action.</p>	

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Code	Message
168	<i>Emergency Military Leave Exceeds 176 Hrs</i>
Description	
<p>Error: TC 68 hours on the T&A plus the year-to-date hours used on the database exceed 176 hours.</p> <p>The maximum number of emergency military leave hours used in a calendar year cannot exceed 176 hours.</p> <p>NFC Action: Force accept the T&A.</p>	

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Code	Message
<i>169</i>	<i>Acctg Data Use Code 2 With Acctg On T&A</i>
Description	
<p>Error: An entry of 2 in the AC field indicates the use of stored accounting; however, accounting data was recorded on the T&A.</p> <p>The accounting distribution code fields should be blank when the AC reflects 2.</p> <p>NFC Action: Remove the 2 from the AC field and use the accounting data shown on the T&A.</p>	

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Code	Message
170	<i>Acctg Data Use Code 1 Limits Acctg To One Line</i>
Description	
<p>Error: An entry of <i>I</i> in the AC field indicates the one line of accounting data entered on the T&A is to be stored; however, multiple lines of accounting are recorded.</p> <p>Only one line of accounting data can be stored on the database. If the AC field is coded <i>I</i>, only one line of accounting can be entered on the T&A.</p> <p>NFC Action: Remove the <i>I</i> in the AC field and use the accounting data shown on the T&A.</p>	

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Code	Message
<i>174</i>	<i>Alternator Code And Hrs Both Require Entries</i>
Description	
<p>Error: There was no entry in either the Alternator Code or Hours field.</p> <p>When there is an entry in the Alternator Code of a FS T&A, there must be a corresponding entry in the alternator hours and vice versa.</p> <p>NFC Action: Enter the missing data.</p>	

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Code	Message
175	<i>Total Other Time Does Not Equal Prefix & TC Tot</i>
Description	
<p>Error: The combined total of the TC and prefix code does not equal to the Total Other Time field.</p> <p>NFC Action: Calculate and enter the correct total.</p>	

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Code	Message
<i>176</i>	<i>Total Other Time Does Not Equal Hrs/Frac Totals</i>
Description	
<p>Error: The combined total of the Week1 Hours and Week2 Fractions fields does not equal to the Total Other Time field.</p> <p>The Total Other Time is the sum of Week1 and Week2 Hours/Fractions.</p> <p>NFC Action: Calculate and enter the correct total.</p>	

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Code	Message
177	<i>Employee Exceeds Day Appt Limitation</i>
Description	
<p>Error: An employee exceeds his/her day limitation this pay period.</p> <p>The employee cannot work beyond the number of days established for the limitation.</p> <p>NFC Action:</p> <p>None. If the employee exceeds the limitation in the first pay period, the T&A does not reject. If the employee exceeds in a subsequent pay period, the T&A cannot be force released; a personnel action is required. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of a personnel action to release the T&A from suspense.</p> <p>Agency Action:</p> <p>Process the required personnel action.</p>	

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Code	Message
<i>178</i>	<i>Employee Exceeds Hour Appt Limitation</i>
Description	
<p>Error: An employee exceeds his/her hour limitation this pay period.</p> <p>The employee cannot work beyond the number of hours established for the limitation. Paid leave (TCs 60 through 69) is not counted towards the hour limitation Note: This message does not apply to Forest Service.</p> <p>NFC Action:</p> <p>None. If the employee exceeds the limitation in the first pay period, the T&A does not reject. If the employee exceeds in a subsequent pay period, the T&A cannot be force released; a personnel action is required. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&A's that require the processing of a personnel action to release the T&A from suspense.</p> <p>Agency Action</p> <p>Process the required personnel action.</p>	

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Code	Message
179	<i>Employee Exceeds Monetary Appt Limit</i>
Description	
<p>Error: An employee exceeds his/her monetary limitation this pay period.</p> <p>The employee cannot work beyond the monetary amount established for the limitation. Note: Paid leave (TCs 60 through 69) is counted towards the hour limitation .</p> <p>NFC Action:</p> <p>None. If the employee exceeds the limitation in the first pay period, the T&A does not reject. If the employee exceeds in a subsequent pay period, the T&A cannot be force released; a personnel action is required. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&A's that require the processing of a personnel action to release the T&A from suspense.</p> <p>Agency Action:</p> <p>Process the required personnel action.</p>	

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Code	Message
<i>180</i>	<i>NFC Use Only – Leave Error</i>
Description	
<p>Error: The leave balance on the T&A does not agree with the leave balance in the database.</p> <p>This informational message indicates that a leave error exists as a result of leave earned or used during the pay period.</p> <p>The leave error will appear on the Leave Error Report (TIME 4004; CULPRPT P0152.)</p> <p>NFC Action: No action necessary; the T&A will not reject.</p>	

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Code	Message
181	<i>Incorrect Leave Accrual For Full-time Emp</i>
Description	
<p>Error: This informational message indicates that the T&A leave accrual does not agree with the database accrual.</p> <p>This message also displays on the TIME 3201 and CULPRPT P0053 reports.</p> <p>Annual leave accruals are based on the leave category (4, 6, 8). Employees in category 6 will earn 10 hours in the last full pay period of the calendar year unless the employee is in nonpay status for the entire pay period. In this case, the employee will not accrue leave. Sick leave accrual for all categories is always 4 hours per pay period.</p> <p>The following applies to annual leave and sick leave accruals:</p> <ul style="list-style-type: none"> – A full-time or part-time employee with leave category 0 is not entitled to earn annual leave – An employee whose appointment is less than 90 days is entitled to sick leave accruals only – An executive employee (Pay Plan Ex) is not entitled to annual leave nor sick leave accruals <p>☞ Reminder: An employee does not receive accruals if in nonpay status hours for the entire pay period or when AWOP reaches a multiple 80. ☞</p> <p>If an employee is hired or separated during the pay period, accruals will be given only if the full tour is worked.</p> <p>If a holiday falls on the first Monday of the pay period and a full-time employee is hired on the first Tuesday of the pay period, the employee is entitled to leave accruals, though not entitled to holiday pay.</p> <p>If an employee changes from full-time to intermittent or vice versa, the accruals are prorated.</p> <p>NFC Action: The system automatically adjusts accruals based on the above.</p>	

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Code	Message												
182	<i>Incorrect Leave Accrual For Part-time Emp</i>												
Description													
<p>Error: The annual or sick leave accrual recorded for a part-time employee does not agree with the system accrual for the pay period.</p> <p>Part-time employees earn annual leave based on (1) the leave category and (2) base hours worked as shown below. Sick leave accrual is 1 hour for every 20 hours worked.</p> <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: left;"><i>Leave Category</i></th> <th style="text-align: center;"><i>Hours Worked</i></th> <th style="text-align: right;"><i>Leave Earned</i></th> </tr> </thead> <tbody> <tr> <td style="text-align: left;">4</td> <td style="text-align: center;">20</td> <td style="text-align: right;">1 hour</td> </tr> <tr> <td style="text-align: left;">6</td> <td style="text-align: center;">13</td> <td style="text-align: right;">1 hour</td> </tr> <tr> <td style="text-align: left;">8</td> <td style="text-align: center;">10</td> <td style="text-align: right;">1 hour</td> </tr> </tbody> </table> <p>An employee accrues sick leave only, under the following conditions:</p> <ul style="list-style-type: none"> - The employee is part-time and the leave category is 0 (not entitled to earn annual leave) <i>or</i> - The employee is an executive (Pay Plan Ex) <i>or</i> - The employee is a Federally-controlled cooperative type employee. <p>If an employee changes from part-time to intermittent or vice versa, the accruals are prorated.</p> <p>NFC Action: Determine the correct accruals based on the above information.</p>		<i>Leave Category</i>	<i>Hours Worked</i>	<i>Leave Earned</i>	4	20	1 hour	6	13	1 hour	8	10	1 hour
<i>Leave Category</i>	<i>Hours Worked</i>	<i>Leave Earned</i>											
4	20	1 hour											
6	13	1 hour											
8	10	1 hour											

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Code	Message
183	<i>Reg Military Lv Used At F/Y End Requires Split T&A</i>
Description	
<p>Error: A T&A was not split for regular military leave used at fiscal-year end.</p> <p>Regular military leave is recorded by fiscal year. If an employee uses military leave in the pay period of the fiscal year change, a split T&A is required. The fiscal year ends/begins September 30/October 1.</p> <p>NFC Action: Split the T&A as required.</p>	

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Code	Message
185	<i>Personnel Action Requires Status Entry On T&A</i>
Description	
<p>Error: The Start or End field is not completed for a personnel action. that was submitted.</p> <p>If the change action is effective from Day 2 through Day 13, the status Start or End field must be completed.</p> <p>If the accession is effective on Day 13 or 14, the status Start field must be completed.</p> <p>If the separation is effective on Day 1 or 2, the status End field must be completed.</p> <p>NFC Action: Enter the applicable status start or end day.</p>	

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Code	Message
187	<i>Employee Exceeded Temporary Promotion NTE Date</i>
Description	
<p>Error: An employee exceeds his/her temporary promotion not-to-exceed date this pay period.</p> <p>The employee was temporarily promoted and cannot work beyond the NTE date at the higher grade, however, the T&A reflects the employee working beyond the NTE date.</p> <p>NFC Action:</p> <p>None. If the employee exceeds in the first pay period, the T&A does not reject. If the employee exceeds in a subsequent pay period, the T&A cannot be force released, a personnel action is required. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of a personnel action to release the T&A from suspense.</p> <p>Agency Action:</p> <p>Either (1) demote or permanently promote the employee, or (2) extend the temporary promotion.</p>	

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Code	Message
<i>188</i>	<i>Split T&A Not Matched To Service Year Date</i>
Description	
<p>Error: The status start and/or end day does not match the service year effective date. The end day should be the day that the service year ends, the start day should be the day that the service year begins (e.g., service year ends on day 5 and starts on day 6).</p> <p>NFC Action: Split the T&A correctly.</p>	

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Code	Message
189	<i>AWOP Exceeds 80 Hours</i>
Description	
<p>Error: The total hours for TC 71, LWOP, TC 72, AWOL, Suspension (TC 73), and/or Furlough (TC 74) exceed 80 hours.</p> <p>Nonpay status hours cannot exceed 80 hours in a pay period.</p> <p>NFC Action: Reduce to 80 hours.</p>	

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Code	Message
<i>190</i>	<i>Military Leave Exceeds Maximum For Part-time Emp</i>
Description	
<p>Error: The amount of regular military leave used exceeds the maximum allowed for a part-time employee.</p> <p>Permanent part-time employees are eligible to use regular military leave on a pro-rata basis. To calculate the number of days used, divide 40 into the weekly tour of duty hours and multiply the result by 15. Carry out to 3 decimal places. To this total, add the military leave carryover from the database. Note: Members of the National Guard of the District of Columbia are authorized to use military leave for all days (no limit) for parades and encampments ordered under the provisions of the law.</p> <p>NFC Action: Calculate days using the above method. If the employee did exceed the maximum allowed, change excess to compensatory leave, restored annual leave, annual leave, and/or LWOP and notify the agency, if appropriate.</p>	

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Code	Message
191	<i>Date AWOP Begins Require Status Change</i>
Description	
<p>Error: A Status Start entry for an employee beginning AWOP was omitted.</p> <p>If a personnel action for AWOP is effective other than the beginning of a pay period and the employee worked prior to beginning AWOP, a status Start entry is required.</p> <p>NFC Action: Enter the effective <i>day</i> for the effective <i>date</i> of the AWOP action.</p>	

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Code	Message
<i>192</i>	<i>Status Change Contains Duplicate Entry</i>
Description	
<p>Error: A T&A has the same value in both the status Start and/or End fields.</p> <p>NFC Action: Determine which entry is valid (if any) or delete both entries.</p>	

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Code	Message
193	<i>T&A Received For Separated Employee</i>
Description	
<p>Error: A T&A is received for (1) an employee who is already separated and an accession action is required or (2) the status End day is later than the effective date of the separation action.</p> <p>NFC Action: If an accession action is required, notify the agency that the employee cannot be paid in the automated system without the accession action. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&A's that require the processing of a personnel action to release the T&A from suspense.</p> <p>If the status End day is later than the effective date of the separation action and the employee worked on that day, notify the agency; the personnel action may be in error. If the employee did not work on the day after the separation effective date, change the status End day to agree with the separation date.</p> <p>Caution: Do not send corrected T&As for separated employees; submit Form AD-343, Payroll Action Request.</p>	

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Code	Message
<i>194</i>	<i>T&A Received For Paid Employee</i>
Description	
<p>Error: A prior or current T&A is transmitted for a pay period that, according to the system, is already paid.</p> <p>NFC Action: Research the pay period in question by comparing the time recorded for the T&A that is to be paid with the T&A that has been paid. If the paid T&As hours are less than the T&A in suspense, change the T&A in suspense to a corrected T&A. If the paid T&A's hours are more than the T&A in suspense, change the the T&A in suspense to a corrected T&A and notify the agency if time permits.</p>	

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Code	Message
195	<i>Region/Unit Invalid For Forest Service</i>
Description	
<p>Error: The region/unit entered in the town field of the T&A contact point is invalid.</p> <p>NFC Action: Obtain the correct region/unit from the database.</p>	

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Code	Message
<i>196</i>	<i>NRCS Acctg Cannot Be Stored With Leave TC</i>
Description	
<p>Error: An entry of <i>I</i> in the AC field indicates the one line of accounting data entered on the T&A is to be stored; however, accounting data recorded is for leave used.</p> <p>Natural Resources Conservation Service (NRCS) accounting data cannot be stored (AC <i>I</i>) with a leave TC.</p> <p>NFC Action: Remove the <i>I</i> from the AC field.</p>	

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Code	Message
201	<i>TC Invalid For Forest Service</i>
Description	
<p>Error:An invalid TC was recorded for a FS employee.</p> <p>Certain TCs are not for use by the FS.</p> <p>NFC Action: See TMGT Table 32, TCs, data element, AD-319-Flag. If this element shows <i>N</i>, the TC cannot be used for FS. Notify the agency that the transaction code is being deleted.</p>	

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Code	Message
202	<i>TC Invalid For NRCS</i>
Description	
<p>Error: An invalid TC was entered for a NRCS employee.</p> <p>Certain TCs are not for use by NRCS.</p> <p>NFC Action: See TMGT Table 32, TCs, data element, AD-320-Flag. If this element shows <i>N</i>, the transaction code cannot be used for NRCS. Notify the agency that the TC is being deleted.</p>	

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Code	Message
203	<i>TC Invalid For Type T&A</i>
Description	
<p>Error: An invalid TC was entered for the T&A type.</p> <p>Certain TCs are invalid for certain types of T&As.</p> <p>NFC Action: See TMGT Table 32, TCs, data element, AD-321-Flag. If this element shows <i>N</i>, the TC cannot be used on this form. If appropriate, notify the agency that the code is being deleted.</p>	

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Code	Message																										
205	<i>TC Invalid For Intermittent Employee</i>																										
Description																											
<p>Error: The TC recorded is not valid for an intermittent employee.</p> <p>The following TCs cannot be used for intermittent employees:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;"><i>Transaction Code</i></th> <th style="text-align: left;"><i>Description</i></th> </tr> </thead> <tbody> <tr> <td>04</td> <td>Sunday Differential</td> </tr> <tr> <td>05</td> <td>Sunday Differential With Night Differential</td> </tr> <tr> <td>11</td> <td>Night Differential</td> </tr> <tr> <td>12</td> <td>Night Differential Compensatory Time</td> </tr> <tr> <td>13</td> <td>Night Differential Sunday Double Time</td> </tr> <tr> <td>25</td> <td>Overtime Over 40 With Night Differential</td> </tr> <tr> <td>26</td> <td>Overtime Over 8 With Night Differential</td> </tr> <tr> <td>31</td> <td>Holiday Worked</td> </tr> <tr> <td>32</td> <td>Compensatory Time Worked</td> </tr> <tr> <td>41</td> <td>Premium Pay On An Annual Basis (DLO)</td> </tr> <tr> <td>60 through 69</td> <td>Paid Leave</td> </tr> <tr> <td>71 through 74</td> <td>AWOP (LWOP, AWOL Suspension, Furlough)</td> </tr> </tbody> </table> <p>NFC Action: Delete the TC in question and notify the agency. Reminder: Though the employee may have leave from full-time or part-time status, the leave earned at that time cannot be used during intermittent status. Also, if an intermittent employee is substituting for a full-time or part-time employee (Intermittent field is coded 6), he/she is entitled to night differential.</p>		<i>Transaction Code</i>	<i>Description</i>	04	Sunday Differential	05	Sunday Differential With Night Differential	11	Night Differential	12	Night Differential Compensatory Time	13	Night Differential Sunday Double Time	25	Overtime Over 40 With Night Differential	26	Overtime Over 8 With Night Differential	31	Holiday Worked	32	Compensatory Time Worked	41	Premium Pay On An Annual Basis (DLO)	60 through 69	Paid Leave	71 through 74	AWOP (LWOP, AWOL Suspension, Furlough)
<i>Transaction Code</i>	<i>Description</i>																										
04	Sunday Differential																										
05	Sunday Differential With Night Differential																										
11	Night Differential																										
12	Night Differential Compensatory Time																										
13	Night Differential Sunday Double Time																										
25	Overtime Over 40 With Night Differential																										
26	Overtime Over 8 With Night Differential																										
31	Holiday Worked																										
32	Compensatory Time Worked																										
41	Premium Pay On An Annual Basis (DLO)																										
60 through 69	Paid Leave																										
71 through 74	AWOP (LWOP, AWOL Suspension, Furlough)																										

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Code	Message
206	<i>TC Invalid For FWS Employee</i>
Description	
<p>Error: The TC recorded is not valid for an FWS employee.</p> <p>Certain TCs cannot be used for FWS employees.</p> <p>NFC Action:</p> <p>See TMGT Table 32, TCs, data element, Wage Plan Flag. If this element shows <i>N</i>, the TC cannot be used for FWS employees. Replace the invalid TC with an appropriate one (refer to Title I, Chapter 7, Section 1, T&A Instructions, for a list of TCs). Notify the agency, if appropriate.</p>	

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Code	Message																		
207	<i>Emp Ineligible For TC 41 Or AUO % Missing</i>																		
Description																			
<p>Error: TC 41 was recorded for an ineligible employee or the AUO % field is blank.</p> <p>The special employee code must be one of the following to use TC 41, Premium Pay On An Annual Basis (DLO):</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;"><i>Special Employee Code</i></th> <th style="text-align: left;"><i>Description</i></th> </tr> </thead> <tbody> <tr> <td>01</td> <td>Scheduled Standby–nonexempt from FLSA</td> </tr> <tr> <td>02</td> <td>AUO–nonexempt from FLSA</td> </tr> <tr> <td>03</td> <td>Scheduled standby–AUO–exempt/nonexempt from FLSA</td> </tr> <tr> <td>08</td> <td>AUO other than law enforcement personnel</td> </tr> <tr> <td>10</td> <td>Other employees, special approval/PMB, exceed band by 6%</td> </tr> <tr> <td>12</td> <td>Supervisory/managerial employees, exceed band by 6%</td> </tr> <tr> <td>24</td> <td>Panamanian National</td> </tr> <tr> <td>26</td> <td>Availability Pay</td> </tr> </tbody> </table> <p>The AUO percentage rate must be established on the T&A.</p> <p>NFC Action: Delete TC 41 from the T&A and notify the agency, if appropriate. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of a personnel action to release the T&A from suspense.</p>		<i>Special Employee Code</i>	<i>Description</i>	01	Scheduled Standby–nonexempt from FLSA	02	AUO–nonexempt from FLSA	03	Scheduled standby–AUO–exempt/nonexempt from FLSA	08	AUO other than law enforcement personnel	10	Other employees, special approval/PMB, exceed band by 6%	12	Supervisory/managerial employees, exceed band by 6%	24	Panamanian National	26	Availability Pay
<i>Special Employee Code</i>	<i>Description</i>																		
01	Scheduled Standby–nonexempt from FLSA																		
02	AUO–nonexempt from FLSA																		
03	Scheduled standby–AUO–exempt/nonexempt from FLSA																		
08	AUO other than law enforcement personnel																		
10	Other employees, special approval/PMB, exceed band by 6%																		
12	Supervisory/managerial employees, exceed band by 6%																		
24	Panamanian National																		
26	Availability Pay																		

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Code	Message
208	<i>TC 61 Hours Do Not Match Annual Leave Used Field</i>
Description	
<p>Error: The hours recorded for TC 61 do not match the hours recorded in the Annual Leave Used field.</p> <p>This informational message only displays if a fatal message exists. If a fatal message does not exist, the system generates, in the Annual Leave Used field, the hours recorded for TC 61.</p> <p>NFC Action: Change the hours in the Annual Leave Used field to the hours shown for TC 61.</p>	

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Code	Message
209	<i>TC 62 Hours Do Not Match Sick Leave Used Field</i>
Description	
<p>Error: The hours recorded for TC 62 do not match the hours recorded in the Sick Leave Used field.</p> <p>This informational message only displays if a fatal message exists. If a fatal message does not exist, the system generates, in the Sick Leave Used field, the hours recorded for TC 62.</p> <p>NFC Action: Change the hours in the Sick Leave Used field to the hours shown for TC 62.</p>	

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Code	Message
210	<i>TC 64 Hours Do Not Match Comp Leave Used Field</i>
Description	
<p>Error: The hours recorded for TC 64 do not match the hours recorded in the Compensatory Leave Used field.</p> <p>This informational message only displays if a fatal message exists. If a fatal message does not exist, the system generates, in the Compensatory Leave Used field, the hours recorded for TC 64.</p> <p>NFC Action: Change the hours in the Compensatory Leave Used field to the hours shown for TC 64.</p>	

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Code	Message
<i>211</i>	<i>TC 71 Hours Do Not Match LWOP Used Field</i>
Description	
<p>Error: The hours recorded for TC 71 do not match the hours recorded in the Leave Without Pay (LWOP)Used field.</p> <p>This informational message only displays if a fatal message exists. If a fatal message does not exist, the system generates, in the LWOP Used field, the hours recorded for TC 71.</p> <p>NFC Action: Change the hours in the LWOP Used field to the hours shown for TC 71.</p>	

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Code	Message
212	<i>TC 72 Hours Do Not Match AWOL Used Field</i>
Description	
<p>Error: The hours recorded for TC 72 do not match the hours recorded in the AWOL Used field.</p> <p>This informational message only displays if a fatal message exists. If a fatal message does not exist, the system generates, in the AWOL Used field, the hours recorded for TC 72.</p> <p>NFC Action: Change the hours in the AWOL Used field to the hours shown for TC 72.</p>	

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Code	Message
213	<i>TC 73 Hours Do Not Match Susp Used Field</i>
Description	
<p>Error: The hours recorded for TC 73 do not match the hours recorded in the Suspension Used field.</p> <p>This informational message only displays if a fatal message exists. If a fatal message does not exist, the system generates, in the Suspension Used field, the hours recorded for TC 73.</p> <p>NFC Action: Change the hours in the Suspension Used field to the hours shown for TC 73.</p>	

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Code	Message
214	<i>TC 65 Requires Entry In Regular Mil Lv Used Field</i>
Description	
<p>Error: Hours were recorded for TC 65; however, the hours were omitted in the Regular Military Leave Used field.</p> <p>There must be an entry greater than zero in the Military Regular Used field when TC 65 is recorded on the T&A. Reminder: The number of days are entered by the timekeeper in the military used field; the number of hours are entered by the timekeeper in the applicable Week1/Week2 hours field for TC 65.</p> <p>NFC Action: Determine the number of days from the number of hours recorded for TC 65 and enter the days in the Military Regular Used field.</p>	

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Code	Message
215	<i>TC 68 Hours Do Not Match Emerg Mil Lv Used Field</i>
Description	
<p>Error: The hours recorded for TC 68 do not correspond with the hours recorded in the Emergency Military Used field.</p> <p>This informational message only displays if a fatal message exists. If a fatal message does not exist, the system generates, in the Emergency Military Leave Used field, the hours recorded for TC 68, Emergency Military Leave.</p> <p>NFC Action: Change the hours in the Emergency Military Leave Used field to the hours shown for TC 68.</p>	

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Code	Message
216	<i>TC 66 Hours Do Not Match Other Leave Used Field</i>
Description	
<p>Error: The hours recorded for TC 66 do not correspond with the hours recorded in the Other Leave Used field.</p> <p>This informational message only displays if a fatal message exists. If a fatal message does not exist, the system generates, in the Other Leave Used field, the hours recorded for TC 66, Other Leave.</p> <p>NFC Action: Change the hours in the Other Leave Used field to the hours shown for TC 66.</p>	

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Code	Message
<i>217</i>	<i>NFC Use Only – Invalid Accounting</i>
Description	
<p>Error: The T&A accounting data does not match any valid accounting data code in the Management Account Structure Codes (MASC) table.</p> <p>Accounting data is validated against the MASC table.</p> <p>NFC Action: The system automatically releases the T&A with the invalid accounting data.</p> <p>Agency Action: Add the accounting to MASC, if valid. If invalid, process a corrected T&A.</p>	

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Code	Message
219	<i>TC Prefix Invalid</i>
Description	
<p>Error: The prefix is invalid for the TC entered on the T&A.</p> <p>The TC prefix is valid for certain TCs. (refer to Title I, Chapter 7, Section 1, T&A Instructions, for a list of TCs and valid prefix codes).</p> <p>NFC Action: Determine the correct prefix based on the TC if possible; otherwise delete the prefix.</p>	

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Code	Message
<i>220</i>	<i>TC Suffix Invalid</i>
Description	
<p>Error: The suffix is invalid for the TC entered on the T&A.</p> <p>The TC suffix is valid for FWS and other employees to record differential, union representation, and to supplement certain transaction codes to vary their meaning (refer to Title I, Chapter 7, Section 1, T&A Instructions, for a list of TCs and valid suffix codes).</p> <p>NFC Action:</p> <p>Determine the correct suffix based on the pay plan and/or TC if possible; otherwise, if the employee is a FWS employee, enter <i>I</i> in the Suffix field. If the employee is other than FWS, delete the suffix code.</p>	

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Code	Message
221	<i>Forest Service Meals Entry Invalid</i>
Description	
<p>Error: An invalid meal entry was made.</p> <p>Valid values for meals are blank and 00 through 42.</p> <p>NFC Action: If the number of meals exceed 42, reduce the excess and notify the agency, if appropriate.</p>	

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Code	Message
<i>222</i>	<i>TC Invalid</i>
Description	
<p>Error: The TC entered does not match a valid TC in the Table Management System in TMGT Table 32.</p> <p>NFC Action: Enter a valid TC if it can be determined; otherwise, delete and notify the agency, if appropriate.</p>	

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Code	Message
223	<i>TC 23 Valid For FLSA Employees Only</i>
Description	
<p>Error: The employee is exempt from the FLSA and TC 23, Overtime Travel Under FLSA, was recorded on the T&A.</p> <p>Only employees covered (nonexempt) by FLSA are eligible for TC 23. The FLSA code is entered in the Position Management System.</p> <p>NFC Action: Replace TC 23 with TC 21. Notify the agency, if appropriate.</p>	

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Code	Message
<i>224</i>	<i>TC 22 Valid For APHIS Only</i>
Description	
<p>Error: TC 22 is recorded for an agency other than APHIS.</p> <p>TC 22, Overtime Double For Sunday Work, is valid for APHIS employees who perform inspection and quarantine services on Sunday.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
225	<i>TC 18 Valid For GIPSA Only</i>
Description	
<p>Error: TC 18 is recorded for an agency other than Grain Inspection, Packers and Stockyards Administration (GIPSA).</p> <p>TC 18, Overtime Grain Appeal, is valid for GIPSA employees only.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
229	<i>Employee Worked Varied Shift-No Rate</i>
Description	
<p>Error: Suffix 4 was recorded for a FWS employee; however, the rate was not entered on the personnel action.</p> <p>NFC Action: Change to the first shift. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of a personnel action to release the T&A from suspense.</p>	

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Code	Message
230	<i>Sunday & Sunday Night Diff Cannot Exceed 32 Hrs</i>
Description	
<p>Error: The total hours recorded for TC 04 and TC 05 exceed 32 for the pay period.</p> <p>The total hours worked for TC 04, Sunday Differential, and TC 05, Sunday Differential With Night Differential, cannot exceed 32 hours for a full-time employee with an 8 hour per day tour of duty (AWS Code is blank or 9).</p> <p>NFC Action:</p> <p>Reduce excess to base hours if the reduction will not cause the basic tour to exceed 80 hours for the pay period. If the reduction will cause the basic tour to exceed 80 hours, delete the excess and notify the agency.</p>	

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Code	Message
231	<i>Must Be Full-time To Earn TC 04 Or 05</i>
Description	
<p>Error: TC 04 or TC 05 was recorded for a part-time or intermittent employee.</p> <p>Only full-time employees are eligible for Sunday differential (TC 04) and Sunday differential with night differential (TC 05).</p> <p>NFC Action: Change to the applicable base TC (e.g., 01, 11, etc.)</p>	

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Code	Message
232	<i>Suffix Not Entered For FWS Employee</i>
Description	
<p>Error: The shift suffix was omitted for an FWS employee.</p> <p>The suffix is used to record the shift that a FWS employee worked and to compensate the employee for night and Sunday work. The valid values for FWS employees are 1 through 7.</p> <p>NFC Action: Enter <i>1</i> in the suffix field.</p>	

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Code	Message
233	<i>Employee Ineligible For COLA/Post Differential</i>
Description	
<p>Error: TC 45 or TC 46 was recorded on the T&A; however, the database indicates that the employee is ineligible for a cost-of-living allowance (COLA) or post differential.</p> <p>Eligibility for COLA and post differential is established on a personnel action; payment is made from coding the T&A. The employee must be coded eligible before payment can be made.</p> <p>The COLA/Post Differential Code must be 3, 5, 6, 7, 8, or 9 to be eligible for COLA and 2 or 4 to be eligible for post differential. See TMGT for code definitions.</p> <p>Note: Code 1, TDY Allowance, is for Post Differential for ►eligible employees on detail to a foreign duty station◄.</p> <p>NFC Action:</p> <p>Delete TC 45 (Begin COLA) or TC 46 (Begin Post Differential) and notify the agency. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&A's that require the processing of a personnel action to release the T&A from suspense.</p>	

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Code	Message
234	<i>COLA/Post Diff Hrs Exceed Hrs Worked & Paid Leave</i>
Description	
<p>Error: The total number of hours entered for COLA and/or post differential exceed the total hours recorded for the following TCs: 01, 04, 05, 11, 19, 26, 35, 36, 37, 38, 50, and 60 through 69.</p> <p>NFC Action: Reduce to the number of hours recorded under the above TCs and notify the agency, if appropriate.</p>	

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Code	Message
235	<i>Tour Of Duty Not Balanced</i>
Description	
<p>Error: The base hours recorded do not equal to the employee's tour of duty hours.</p> <p>The base hours in pay status must be equal to or greater than the tour of duty hours, but must not be greater than 80 hours for the pay period. Note: The tour of duty can be less than 80 hours if the employee is hired other than the beginning of the pay period, terminated other than the end of the pay period, or changes type of employment during the pay period.</p> <p>The total for the following TCs cannot exceed 80 hours: 01, 04, 05, 11, 19, 26, 35, 36, 37, 38, 50, 59, 60 through 69, 71, 72, 73, 74. Exception: The tour of duty hours can exceed 80 if the employee is filling in for LWOP.</p> <p>NFC Action: Delete the excess hours and notify the agency, if appropriate.</p>	

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Code	Message
236	<i>Base Tour Must Be Worked Before O/T Is Allowed</i>
Description	
<p>Error: Overtime hours are recorded; however, the basic tour or duty is not met. The employee must work the basic workweek before overtime can be recorded.</p> <p>Exception: Cooperative type employees are paid for overtime only; no base hours are recorded. AWS employees, based on their tour may receive overtime for less than a 40 hour week (e.g., 1st week 44 hours; 2nd week, 36 hours; overtime is paid in second week for hours in excess of 36).</p> <p>NFC Action: Change the overtime hours to base hours to satisfy the basic tour and notify the agency, if appropriate.</p>	

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Code	Message
237	<i>Transaction Code Not Valid For T&A</i>
Description	
<p>Error: The TC used is not valid for the T&A.</p> <p>Certain TCs are not valid for the T&A but are valid for other system functions. The TMGT <i>Table 32</i>, identifies TCs that are valid for the T&A. The <i>AD-319 Flag</i>, <i>AD-320 Flag</i>, and <i>AD-321 Flag</i>, are indicators for the validity of the TC for the T&A. If this field contains <i>V</i>, the TC is valid for the T&A. If it contains <i>N</i>, it is not valid.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
238	<i>Invalid Meal Class For Forest Service</i>
Description	
<p>Error: The Meals Class code entered on a FS T&A does not match a meal class in TMGT Table 41, Forest Service Meal Class.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message																												
239	<i>TC Invalid For Other Time</i>																												
Description																													
<p>Error: An invalid TC was entered in the Other Time area of the T&A.</p> <p>The hours recorded in the regular time area (top part of T&A) are applicable to certain TCs. To identify the TCs that must be entered in the regular time area, see TMGT Table 32, TCs, data element Other Flag. If this field displays <i>N</i> (Valid), the TC must be entered in the regular time area of the T&A; if it displays <i>V</i>, the TC must be entered in the Other Time area (bottom part of T&A) of the T&A.</p> <p>The following TCs are valid for entry in the Other Time area of the T&A: 29, 32, 39, 40, 45, 46, 47, 48, 71, 72, 73, 74.</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;"><i>Transaction Code</i></th> <th style="text-align: left;"><i>Description</i></th> </tr> </thead> <tbody> <tr><td>29</td><td>Credit Hours Earned</td></tr> <tr><td>32</td><td>Compensatory Time Earned</td></tr> <tr><td>32 (Prefix 77)</td><td>Compensatory Time For Religious Observance</td></tr> <tr><td>39</td><td>Shore Leave Earned</td></tr> <tr><td>40</td><td>Home Leave Earned</td></tr> <tr><td>45</td><td>Begin Cost of Living Allowance</td></tr> <tr><td>46</td><td>Begin Post Differential</td></tr> <tr><td>47</td><td>Stop Cost of Living Allowance</td></tr> <tr><td>48</td><td>Stop Post Differential</td></tr> <tr><td>71</td><td>Leave Without Pay</td></tr> <tr><td>72</td><td>Absence Without Leave</td></tr> <tr><td>73</td><td>Suspension</td></tr> <tr><td>74</td><td>Furlough</td></tr> </tbody> </table> <p>Exception: T&A entry for certain agencies (Department of Commerce and General Accounting Office) may differ from above.</p> <p>NFC Action: Move the data to the Total Time area of the T&A.</p>		<i>Transaction Code</i>	<i>Description</i>	29	Credit Hours Earned	32	Compensatory Time Earned	32 (Prefix 77)	Compensatory Time For Religious Observance	39	Shore Leave Earned	40	Home Leave Earned	45	Begin Cost of Living Allowance	46	Begin Post Differential	47	Stop Cost of Living Allowance	48	Stop Post Differential	71	Leave Without Pay	72	Absence Without Leave	73	Suspension	74	Furlough
<i>Transaction Code</i>	<i>Description</i>																												
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40	Home Leave Earned																												
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47	Stop Cost of Living Allowance																												
48	Stop Post Differential																												
71	Leave Without Pay																												
72	Absence Without Leave																												
73	Suspension																												
74	Furlough																												

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Code	Message
240	<i>NFC Use Only – Force Accepted Accounting</i>
Description	
<p>Error: The accounting data entered is not a valid accounting code.</p> <p>This informational message indicates that the T&A was force accepted although the accounting data was invalid.</p>	

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Code	Message												
241	<i>TC31 Must Have TC65, 66, 67, Or 68 & Not>Base Hrs</i>												
Description													
<p>Error: TC 31 is recorded without TC 65, 66, 67, or 68 or the hours recorded for TC 31 exceeds the basic tour of duty for the holiday.</p> <p>TC 31 must be accompanied by TC 65, 66, 67, or 68 and cannot exceed the leave TC hours recorded for the holiday (e.g., TC 66 reflects 8 hours; TC 31 reflects 8 hours (or less): any hours over 8 would be recorded as overtime). Also, the administrative leave or other leave transaction code for the holiday must be recorded in the same week as TC 31.</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;">Transaction Code</th> <th style="text-align: left;">Definition</th> </tr> </thead> <tbody> <tr> <td>31</td> <td>Holiday Worked</td> </tr> <tr> <td>65</td> <td>Regular Military Leave</td> </tr> <tr> <td>66</td> <td>Other Leave</td> </tr> <tr> <td>67</td> <td>Injury Leave</td> </tr> <tr> <td>68</td> <td>Emergency Military Leave</td> </tr> </tbody> </table> <p>NFC Action: Change TC 31 to TC 66 if tour of duty hours is less than the established tour and the hours recorded for TC 31 would complete the tour. If TC 31 exceeds the tour for the holiday, change the excess to overtime.</p>		Transaction Code	Definition	31	Holiday Worked	65	Regular Military Leave	66	Other Leave	67	Injury Leave	68	Emergency Military Leave
Transaction Code	Definition												
31	Holiday Worked												
65	Regular Military Leave												
66	Other Leave												
67	Injury Leave												
68	Emergency Military Leave												

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Code	Message
242	<i>TC's 19 And 26 Cannot Exceed TC 01</i>
Description	
<p>Error: The hours recorded for TC 19 (Overtime Over 8) and TC 26 (Overtime Over 8 With Night Differential) exceed the hours recorded for the basic tour (e.g., TC 01 [Regular Time], 11 [Night Differential] etc.).</p> <p>NFC Action: Analyze the hours recorded and change the excess hours to base hours or override, if appropriate.</p>	

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Code	Message
243	<i>TC 12 Must Have TC 32 Also</i>
Description	
<p>Error: TC 12 is recorded without TC 32.</p> <p>When TC 12, Night Differential Compensatory Time, is recorded on the T&A, TC 32, Compensatory Time Worked, must also be recorded.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
244	<i>TC 13 Must Have TC 22 Also</i>
Description	
<p>Error: TC 13 is recorded without TC 22.</p> <p>When TC 13, Night Differential Sunday Double Time, is recorded on the T&A, TC 22, Overtime Double For Sunday, must also be recorded.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
245	<i>TC 04 And TC 05 Cannot Exceed 48 Hours</i>
Description	
<p>Error: TC 04, Sunday Differential, and TC 05, Sunday Differential With Night Differential, exceed 40 hours for AWS 3 (four–10 hour workdays per workweek and 48 for AWS 7 (variable workday hours within a 40–hour workweek.</p> <p>NFC Action: Delete excess hours and notify the agency, if appropriate.</p>	

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Code	Message
246	<i>TC 04 And TC 05 Cannot Exceed 36 Hours</i>
Description	
<p>Error: TC 04, Sunday Differential, and TC 05, Sunday Differential With Night Differential, exceed 36 hours for AWS 5 (eight–9 hour days and one 8–hour day per pay period).</p> <p>NFC Action: Delete the excess hours and notify the agency, if appropriate.</p>	

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Code	Message
<i>247</i>	<i>Restored Leave Used Exceeds Restored Leave Balance</i>
Description	
<p>Error: The hours recorded for TC 63, Restored Annual Leave, exceed the restored annual leave balance on the database.</p> <p>NFC Action: Replace TC 63 with TC 61, Annual Leave.</p>	

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Code	Message
248	<i>TC Invalid For Regular Time Area Of T&A</i>
Description	
<p>Error: An invalid TC was entered in the Regular Time area of the T&A.</p> <p>The hours recorded in the regular time area (top part of T&A) are applicable to certain TCs. To identify the TCs that must be entered in the regular time area, see TMGT Table 32, TCs, data element Other Flag. If this field displays N, the TC must be entered in the regular time area of the T&A; if it displays V, the TC must be entered in the Other Time area (bottom part of T&A) of the T&A.</p> <p>NFC Action: Delete the TC from the regular time area and enter it in the other time area of the T&A.</p>	

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Code	Message
249	<i>NFC Use Only—Accounting Length Invalid</i>
Description	
<p>Error: Accounting data is too short or too long.</p> <p>This informational message indicates the length of the accounting data does not meet the standards for the agency accounting. The accounting data is validated against MASC and must be in the format established in MASC. If blanks are included in the accounting data, the system concatenates to avoid exceeding the number of characters allowed.</p>	

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Code	Message
250	<i>COLA/Post Diff Cannot Exceed 45 Hours In A Week</i>
Description	
<p>Error: The weekly hours recorded for TC 45 exceed 45.</p> <p>The COLA and/or post differential cannot exceed 45 hours each week except if the AWS is 8 (variable workweek, maxiflex).</p> <p>NFC Action: Change the hours to agree with the AWS tour if the AWS weekly tour does not exceed 45. If the tour exceeds 45 hours, enter 40 hours for each week.</p>	

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Code	Message
251	<i>Meals Class And Number Both Require Entries</i>
Description	
<p>Error: The Meal Class is completed; however, the number of meals is blank or vice versa.</p> <p>When there is an entry in the Meals Class or Meals field, there must be a corresponding entry in the other field. <i>This message applies to Forest Service only.</i></p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
254	<i>TC 32 Hours Do Not Match Comp Leave Accrued Field</i>
Description	
<p>Error: The hours for TC 32, Compensatory Time Worked, are either omitted or do not match the hours recorded for Compensatory Leave Accrued.</p> <p>NFC Action: Change the hours in the Compensatory Leave Accrued field to agree with the hours recorded for TC 32.</p>	

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Code	Message
255	<i>Weekly Hours Exceed 40</i>
Description	
<p>Error: The base hours recorded for the week exceed 40 for a regular employee.</p> <p>A regular full-time employee (8 hour days, 5 days per week) tour cannot exceed 40 hours per week. A full-time employee on AWS 5 (eight 9 hour days and one 8 hour day) or 8 (maxiflex, variable week) tour can exceed 40 hours per week.</p> <p>If a regular full-time employee is being hired or separated during the pay period, the hours per week could be less than 40. Conversely, if the employee is filling in for AWOP, the hours could exceed 40 per week. For other than full-time employees, the hours worked and leave used cannot exceed 40 hours; they can however, be less than 40.</p> <p>For other than full-time employees, the base hours and leave cannot exceed 40 hours; they can however, be less than 40.</p> <p>The following TCs are included in the 40 hour calculation: TC's 01, 04, 05, 11, 19, 26, 35, 36, 37, 38, 50, 59, 60 through 69, 71, 72, 73, and 74.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
256	<i>Weekly Hours Less Than 40</i>
Description	
<p>Error: The base hours recorded for the week are less than 40 hours for a regular full-time employee.</p> <p>A regular full-time employee (8 hour days, 5 days per week) tour cannot be less than 40 hours per week. A full-time employee on AWS 5 (eight 9 hour days and one 8 hour day) or 8 (maxiflex, variable week) tour can be less than 40 hours per week.</p> <p>If a regular full-time employee is being hired or separated during the pay period, the hours per week could be less than 40. Conversely, if the employee is filling in for AWOP, the hours could exceed 40 per week.</p> <p>If the employee is changing type of employment (e.g., from full-time to intermittent) other than the beginning of the pay period, the tour hours could be less than 40 for the week.</p> <p>The following TCs are included in the 40 hour calculation: TC's 01, 04, 05, 11, 19, 26, 35, 36, 37, 38, 50, 59, 60 through 69, 71, 72, 73, and 74.</p> <p>NFC Action:</p> <p>If overtime is shown, reduce the overtime hours and change to base hours needed to complete the tour. If no overtime is shown, charge missing hours to LWOP.</p> <p>CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&A's that require the processing of a personnel action to release the T&A from suspense.</p>	

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Code	Message
257	<i>Weekly Hours Exceed 45 For AWS 5</i>
Description	
<p>Error: The base hours recorded for the week exceed 45 for an AWS employee.</p> <p>A full-time employee on AWS 5 (eight 9 hour days and one 8 hour day) tour cannot exceed 45 hours per week.</p> <p>If the employee is being hired or separated during the pay period, the hours per week could be less than 45. Conversely, if the employee is filling in for AWOP, the hours could exceed 45 per week.</p> <p>If the employee is changing type of employment (e.g., from full-time to intermittent) other than the beginning of the pay period, the tour hours could be less than 45 for the week.</p> <p>The following TCs are included in the 45 hour calculation: TC's 01, 04, 05, 11, 19, 26, 35, 36, 37, 38, 50, 59, 60 through 69, 71, 72, 73, and 74.</p> <p>NFC Action: Delete the excess hours and notify the agency, if appropriate.</p>	

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Code	Message
258	<i>Weekly Hours Less Than 35 For AWS 5</i>
Description	
<p>Error: The base hours recorded for the week are less than 35 for an AWS employee.</p> <p>A full-time employee on AWS 5 (eight 9 hour days and one 8 hour day) tour cannot be less than 35 hours per week.</p> <p>If the employee is being hired or separated during the pay period, the hours per week could be less than 35. Conversely, if the employee is filling in for absence without pay (AWOP), the hours could exceed 35 per week.</p> <p>If the employee is changing type of employment (e.g., from full-time to intermittent) other than the beginning of the pay period, the tour hours could be less than 35 for the week.</p> <p>The following TCs are included in the 35 hour calculation: TC's 01, 04, 05, 11, 19, 26, 35, 36, 37, 38, 50, 59, 60 through 69, 71, 72, 73, and 74.</p> <p>NFC Action:</p> <p>If overtime is shown, change to base hours needed to complete the tour. If no overtime is shown, charge missing hours to LWOP. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&A's that require the processing of a personnel action to release the T&A from suspense.</p>	

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Code	Message
259	<i>Weekly Hrs Exceed 35 Or Less Than 45 For AWS 5</i>
Description	
<p>Error: The base hours recorded exceed 35 or are less than 44 in a week.</p> <p>A full-time employee on AWS 5 (eight 9 hour days and one 8 hour day) tour hours cannot exceed 35 in one week or be less than 44 in the other week (depending on the week the 8-hour day falls).</p> <p>If the employee is being hired or separated during the pay period, the hours in the week of the accession or separation could be less than the duty hours. Conversely, if the employee is filling in for AWOP, the hours could exceed the duty hours in a week.</p> <p>If the employee is changing type of employment (e.g., from full-time to intermittent) other than the beginning of the pay period, the tour hours could be less than the duty hours in a week.</p> <p>The following TCs are included in the weekly hour calculation: TC's 01, 04, 05, 11, 19, 26, 35, 36, 37, 38, 50, 59, 60 through 69, 71, 72, 73, and 74.</p> <p>NFC Action:</p> <p>If the hours shown in a week are less than the duty hours, and overtime is shown, change the overtime hours to base hours needed to complete the tour. If no overtime is shown, charge missing hours to LWOP. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&A's that require the processing of a personnel action to release the T&A from suspense.</p> <p>If the hours shown in a week are more than the duty hours, delete the excess hours.</p>	

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Code	Message
260	<i>Home Leave Used Exceeds Database Balance</i>
Description	
<p>Error: The hours recorded for TC 69, Home Leave, exceed the amount available in the database.</p> <p>NFC Action: Change to compensatory leave, restored annual leave, annual leave and/or LWOP and notify the agency, if appropriate.</p>	

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Code	Message														
261	<i>Lv Used Exceeds 8 Hrs–Night Diff In Error</i>														
Description															
<p>Error: Night differential for paid leave exceeds 7 3/4 hours for the pay period.</p> <p>Night differential is applied to all hours within the night differential period for paid absence for holidays, military leave, and official leave, regardless of the number of hours taken.</p> <p>Night differential is applied when less than 8 hours of paid leave is used.</p> <p>Night differential is not applied when paid leave used is 8 or more hours within a pay period for the following TCs:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;">Transaction Code</th> <th style="text-align: left;">Description</th> </tr> </thead> <tbody> <tr> <td>59</td> <td>Shore Leave</td> </tr> <tr> <td>61</td> <td>Annual Leave</td> </tr> <tr> <td>62</td> <td>Sick Leave</td> </tr> <tr> <td>63</td> <td>Restored Annual Leave</td> </tr> <tr> <td>64</td> <td>Compensatory Leave</td> </tr> <tr> <td>69</td> <td>Home Leave*</td> </tr> </tbody> </table> <p>NFC Action: Delete the night differential and notify the agency, if appropriate.</p> <p>*Suffix 2 or 4</p>		Transaction Code	Description	59	Shore Leave	61	Annual Leave	62	Sick Leave	63	Restored Annual Leave	64	Compensatory Leave	69	Home Leave*
Transaction Code	Description														
59	Shore Leave														
61	Annual Leave														
62	Sick Leave														
63	Restored Annual Leave														
64	Compensatory Leave														
69	Home Leave*														

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Code	Message
262	<i>Region In 1501 Requires Unit In 1601</i>
Description	
<p>Error: The Region code was entered on line 1501 and the unit code was not entered on line 1601.</p> <p>FS employees are allowed to use a management code(s) other than that of the T&A Contact Point. If region 1501 is entered, the unit must be 1601 and vice versa.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
264	<i>Invalid Region In Coor 1501</i>
Description	
<p>Error: The management codes are charged to another region and unit other than the region and unit shown in the T&A contact point.</p> <p>Note: This message applies to FS only.</p> <p>NFC Action: Move the TC to the appropriate column.</p>	

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Code	Message
265	<i>Invalid Unit In Coor 1601</i>
Description	
<p>Error: The management codes are charged to another region and unit other than the region and unit shown in the T&A contact point.</p> <p>Note: This message applies to FS only.</p> <p>NFC Action: Move the TC to the appropriate column.</p>	

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Code	Message
266	<i>TC 39 And TC 59 Valid For Dept Of Commerce Only</i>
Description	
<p>Error: TC 39 or TC 59 is recorded for an agency outside the Department of Commerce (DOC) and Smithsonian Institution (Federal).</p> <p>TC 39, Shore Leave Earned, and TC 59, Shore Leave (Used) are valid for DOC and Smithsonian Institution (Federal) employees only.</p> <p>NFC Action: Delete if other than the Department of Commerce or Smithsonian Institution (Federal) employee and notify the agency, if appropriate.</p>	

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Code	Message
267	<i>TC 50, Credit Hours, Used Exceeds Balance</i>
Description	
<p>Error: Either the hours recorded for TC 50, Credit Hours, exceed the amount available in the database or the employee is not coded with a 7 or 8 in the AWS field.</p> <p>NFC Action: If the employee is not coded with a 7 or 8 in the AWS field, change the AWS field to either 7 or 8, as appropriate. If the T&A was coded with a 5 in the AWS field, change it to 8. If the T&A was coded with a 9 in the AWS field, change it to 7.</p> <p>If the employee has the appropriate AWS code, change the credit hours to compensatory leave, restored annual leave, annual leave and/or LWOP and notify the agency, if appropriate.</p>	

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Code	Message
268	<i>TC 59, Shore Leave, Used Exceeds Balance</i>
Description	
<p>Error: The hours recorded for TC 59, Shore Leave (used), exceed the amount available in the database.</p> <p>Note: Shore leave applies to the Department of Commerce only.</p> <p>NFC Action: Change to annual leave and notify the agency, if appropriate.</p>	

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Code	Message
269	<i>Advanced Sick Leave Exceeds 336 Or 720 Hrs</i>
Description	
<p>Error: Advanced leave balance exceeds 336 or 720 hours for fire protection/prevention employee.</p> <p>Fire protection and prevention personnel (occupational series code 0081) with Special Employee Code 01 (Scheduled Standby-Exempt From FLSA) or 03 (Scheduled Standby-AUO-Exempt/Nonexempt From FLSA) are allowed to be advanced sick leave beyond 240 hours.</p> <p>For Special Employee Code 01, the maximum advanced sick leave allowed is 720 hours; for Special Employee Code 03, the maximum advanced sick leave allowed is 336 hours.</p> <p>NFC Action: Delete excess and notify the agency, if appropriate.</p>	

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Code	Message
271	<i>Invalid TC For Wage Marine Employee</i>
Description	
<p>Error: A TC entered on the T&A is not valid for a Wage Marine employee.</p> <p>Wage Marine employees (Pay Plan WM) of the National Oceanic and Atmospheric Administration (NOAA) and Smithsonian Institution (Federal) are allowed to use only the following TCs for recording time:</p> <p>Base Hours: TC 01, 35, 36, 37, 38, 50, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69</p> <p>Commuted Subsistence: TC 17 Suffix 7</p> <p>Premium Pay: TC 16, 21, 27, 29, 32, 39</p> <p>AWOP: TC 71, 72, 73, 74</p> <p>NFC Action: If the TC reported is for base pay, use one of the TCs above under Base Hours. If the TC reported is for overtime, delete and notify the agency, if appropriate.</p>	

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Code	Message
272	<i>TC 27 Valid For Occ Series 9931, 9932, 9933, 9934</i>
Description	
<p>Error: TC 27 is recorded for an ineligible employee.</p> <p>TC 27, Overtime Plus 10% of Overtime Rate, is compensation for Engineer Officers in Occupational Series 9931, 9932, 9933, and 9934, for performing “dirty work”.</p> <p>NFC Action: Delete and notify the agency. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of a personnel action to release the T&A from suspense.</p>	

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Code	Message																				
273	<i>TC 16 Requires Suffix</i>																				
Description																					
<p>Error: TC 16 is recorded without a suffix code.</p> <p>TC 16, Other Pay, requires a suffix code to record duties performed by Wage Marines that are (1) hazardous, (2) outside the employee's normal responsibility, and (3) of a dirty or distasteful nature, while aboard oceangoing vessels. Below is a description of each valid suffix for TC 16. Note: <i>0</i> is not a valid entry.</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;"><i>Suffix</i></th> <th style="text-align: left;"><i>Definition</i></th> </tr> </thead> <tbody> <tr><td>1</td><td>Penalty Pay Regular</td></tr> <tr><td>2</td><td>Penalty Pay Premium</td></tr> <tr><td>3</td><td>Scuba Diving</td></tr> <tr><td>4</td><td>Port Pay</td></tr> <tr><td>5</td><td>Tank Cleaning Oil Regular</td></tr> <tr><td>6</td><td>Tank Cleaning Oil Premium</td></tr> <tr><td>7</td><td>Launch Operations</td></tr> <tr><td>8</td><td>Dirty Work Regular</td></tr> <tr><td>9</td><td>Dirty Work Premium</td></tr> </tbody> </table> <p>NFC Action: Delete and notify the agency, if appropriate.</p>		<i>Suffix</i>	<i>Definition</i>	1	Penalty Pay Regular	2	Penalty Pay Premium	3	Scuba Diving	4	Port Pay	5	Tank Cleaning Oil Regular	6	Tank Cleaning Oil Premium	7	Launch Operations	8	Dirty Work Regular	9	Dirty Work Premium
<i>Suffix</i>	<i>Definition</i>																				
1	Penalty Pay Regular																				
2	Penalty Pay Premium																				
3	Scuba Diving																				
4	Port Pay																				
5	Tank Cleaning Oil Regular																				
6	Tank Cleaning Oil Premium																				
7	Launch Operations																				
8	Dirty Work Regular																				
9	Dirty Work Premium																				

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Code	Message
274	<i>TC 16, Suffix 7, Hours Must Equal 1</i>
Description	
<p>Error: The hours recorded for TC 16, Suffix 7, exceed 1.</p> <p>TC 16, Suffix 7, Launch Operations (for a Wage Marine employee), hours cannot exceed 1 for the pay period.</p> <p>NFC Action: Change to 1 hour.</p>	

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Code	Message																				
275	<i>TC 16 And TC 27 Valid For Wage Marines Only</i>																				
Description																					
<p>Error: TC 16 or TC 17 was recorded for an ineligible employee.</p> <p>TC 16, Other Pay, and TC 27, Overtime Plus 10% of Overtime Rate, are valid for National Oceanic and Atmospheric Administration (NOAA) and Smithsonian Institution (Federal) Wage Marine employees only. Below is a list of TC 16 with the valid suffix codes.</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;">Suffix</th> <th style="text-align: left;">Definition</th> </tr> </thead> <tbody> <tr><td>1</td><td>Penalty Pay Regular</td></tr> <tr><td>2</td><td>Penalty Pay Premium</td></tr> <tr><td>3</td><td>Scuba Diving</td></tr> <tr><td>4</td><td>Port Pay</td></tr> <tr><td>5</td><td>Tank Cleaning Oil Regular</td></tr> <tr><td>6</td><td>Tank Cleaning Oil Premium</td></tr> <tr><td>7</td><td>Launch Operations</td></tr> <tr><td>8</td><td>Dirty Work Regular</td></tr> <tr><td>9</td><td>Dirty Work Premium</td></tr> </tbody> </table> <p>NFC Action: Delete and notify the agency, if appropriate.</p>		Suffix	Definition	1	Penalty Pay Regular	2	Penalty Pay Premium	3	Scuba Diving	4	Port Pay	5	Tank Cleaning Oil Regular	6	Tank Cleaning Oil Premium	7	Launch Operations	8	Dirty Work Regular	9	Dirty Work Premium
Suffix	Definition																				
1	Penalty Pay Regular																				
2	Penalty Pay Premium																				
3	Scuba Diving																				
4	Port Pay																				
5	Tank Cleaning Oil Regular																				
6	Tank Cleaning Oil Premium																				
7	Launch Operations																				
8	Dirty Work Regular																				
9	Dirty Work Premium																				

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Code	Message
277	<i>Tour Of Duty Hours For Wage Marine Less Than 80</i>
Description	
<p>Error: The tour of duty hours for a Wage Marine employee (Pay Plan WM) are less than 80 hours.</p> <p>The tour of duty TCs are: TC 01, 35, 36, 37, 38, 50, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 71, 72, 73, 74.</p> <p>NFC Action: Charge missing hours to LWOP.</p>	

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Code	Message
278	<i>Tour Of Duty Hours For Wage Marine > 112</i>
Description	
<p>Error: The tour of duty hours for a Wage Marine employee (Pay Plan WM) are more than 112 hours.</p> <p>The tour of duty TCs are: TC 01, 35, 36, 37, 38, 50, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 71, 72, 73, 74.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
279	<i>Tour Of Duty Hours Not Met For Wage Marine</i>
Description	
<p>Error: The tour of duty hours are less than the required tour of duty hours for a Wage Marine employee.</p> <p>The tour of duty hours for a Wage Marine employee (Pay Plan WM) are between 80 and 112 hours. If the pay period hours for the tour are not met, LWOP must be charged. The tour of duty TCs are: TC 01, 35, 36, 37, 38, 50, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 71, 72, 73, 74.</p> <p>NFC Action: Charge LWOP for the missing hours.</p>	

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Code	Message
280	<i>TC 45 And TC 46 Must Have Hours Entered</i>
Description	
<p>Error: TC 45 or TC 46 is recorded with no entry in the Hours field.</p> <p>Eligibility for COLA and post differential is established on a personnel action; payment is based on recording TC 45, COLA or TC 46, Post Differential, on the T&A. To begin payment, the T&A must be coded with the number of hours the employee is entitled to receive.</p> <p>NFC Action: Delete these TCs and hours.</p>	

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Code	Message
282	<i>Leave Accruals Not Allowed On Both Halves Of Split</i>
Description	
<p>Error: Leave accruals are recorded on both halves of a split T&A.</p> <p>Leave accruals are to be recorded on the second half of a split T&A only; do not record leave accruals on the first half or both halves of the split T&A.</p> <p>NFC Action: Enter accruals on the second half (Start half) of a split T&A.</p>	

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Code	Message
283	<i>TC 17, GOV, Exceeds 56 Trips</i>
Description	
<p>Error: The number of trips recorded for TC 17 exceed 56 for the pay period.</p> <p>Certain employees are entitled to the use of a government-owned/leased vehicle (GOV) to commute to and from their residence/place of employment. If the number of one way trips in a month exceeds 2, all trips are taxable and reported on the T&A. The number of trips cannot exceed 56 in a pay period.</p> <p>NFC Action: Reduce the excess amount and notify the agency, if appropriate.</p>	

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Code	Message
284	<i>TC 17, Suffix 1, For Smithsonian Institution Only</i>
Description	
<p>Error: TC 17, Suffix 1, is recorded for an ineligible employee.</p> <p>TC 17, Suffix 1, Sales Commission, is for Smithsonian Institution (Agencies 70, 71, 72, 73, and 77) employees only.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message																
285	<i>TC 17 Suffix Must Be Blank, 1, Or 4 Thru 9</i>																
Description																	
<p>Error: The suffix code for TC 17 is invalid.</p> <p>The following suffix codes are valid for TC 17:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 10%;">Suffix</th> <th style="text-align: left;">Definition</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Sales Commission (<i>Smithsonian Institution only</i>)</td> </tr> <tr> <td>4</td> <td>Incentive Pay (<i>Bureau of the Census & Bureau of the Public Debt only</i>)</td> </tr> <tr> <td>5</td> <td>Ship Inspection Overtime (<i>Federal Communications Commission only</i>)</td> </tr> <tr> <td>6</td> <td>Services/Payment (<i>Senate Restaurant only</i>)</td> </tr> <tr> <td>7</td> <td>Tips–Cash Received (<i>Senate Restaurant & National Oceanic & Atmospheric Administration only</i>)</td> </tr> <tr> <td>8</td> <td>Chauffeur Driven Auto</td> </tr> <tr> <td>9</td> <td>Parking</td> </tr> </tbody> </table> <p>NFC Action: Delete and notify the agency, if appropriate.</p>		Suffix	Definition	1	Sales Commission (<i>Smithsonian Institution only</i>)	4	Incentive Pay (<i>Bureau of the Census & Bureau of the Public Debt only</i>)	5	Ship Inspection Overtime (<i>Federal Communications Commission only</i>)	6	Services/Payment (<i>Senate Restaurant only</i>)	7	Tips–Cash Received (<i>Senate Restaurant & National Oceanic & Atmospheric Administration only</i>)	8	Chauffeur Driven Auto	9	Parking
Suffix	Definition																
1	Sales Commission (<i>Smithsonian Institution only</i>)																
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8	Chauffeur Driven Auto																
9	Parking																

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Code	Message
286	<i>TC 62 Invalid For Ag 71, 73, 77 With 90 Day Appt</i>
Description	
<p>Error: TC 62, Sick Leave, was recorded for ineligible employee.</p> <p>Smithsonian Institution agencies 71, 73, and 77 employees whose appointments are for 90 days, cannot earn or use sick leave.</p> <p>NFC Action: Change sick leave to LWOP.</p>	

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Code	Message
287	<i>Prefix Must Be Blank For Remote Site Allow (TC 49)</i>
Description	
<p>Error: The prefix field contains an entry for TC 49.</p> <p>A prefix is not allowed for TC 49, Remote Site Allowance.</p> <p>NFC Action: Remove the prefix.</p>	

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Code	Message
288	<i>Prefix Must Be Blank For Quarters Allowance</i>
Description	
<p>Error: The prefix field contains an entry for TC 49, Suffix 3 or 4.</p> <p>A prefix is not allowed for TC 49, Suffix 3, Quarters Allowance Not Taxable, and TC 49, Suffix 4, Quarters Allowance Taxable.</p> <p>NFC Action: Remove the prefix code.</p>	

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Code	Message
289	<i>Quarters Allowance Days Cannot Exceed 14</i>
Description	
<p>Error: The number of days recorded for TC 49, Suffix 3 or 4, exceed 14.</p> <p>Quarters Allowance (TC 49, Suffixes 3 and 4) that is reported on a daily basis is recorded on the T&A. The number of days for quarters allowance cannot exceed 14. If days are being reported for a prior pay period, process a corrected T&A; do not show prior pay period days on a current T&A if it will result in quarters exceeding 14 for the pay period.</p> <p>NFC Action: Reduce to 14 and notify the agency, if appropriate.</p>	

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Code	Message
290	<i>Danger Pay Prefix Must Be 05, 10, 15, 20, 25, 30, Or 35</i>
Description	
<p>Error: The percentage rate is not shown in the Prefix field for TC 49, Suffix 9.</p> <p>TC 49, Suffix 9, Danger Pay, requires completion of the Prefix field to calculate the percentage rate for danger pay hours worked.</p> <p>NFC Action: Delete the prefix code.</p>	

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Code	Message
<i>291</i>	<i>Danger Pay Hours Must Be 80 Or Less For Pay Period</i>
Description	
<p>Error: TC 49, Suffix 9, Danger Pay, hours exceed 80 for the pay period.</p> <p>NFC Action: Delete excess hours and notify the agency, if appropriate</p>	

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Code	Message										
292	<i>TC 49 Suffix Must Be Blank, 3, 4, Or 9</i>										
Description											
<p>Error: An invalid entry is made in the Suffix field for TC 49.</p> <p>The valid suffix codes for TC 49 are listed below:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Suffix</th> <th style="text-align: left;">Definition</th> </tr> </thead> <tbody> <tr> <td>Blank</td> <td>Remote Worksite Allowance</td> </tr> <tr> <td>3</td> <td>Quarters Allowance Not Taxable</td> </tr> <tr> <td>4</td> <td>Quarters Allowance Taxable</td> </tr> <tr> <td>9</td> <td>Danger Pay Allowance</td> </tr> </tbody> </table> <p>NFC Action: Delete hours and notify the agency, if appropriate.</p>		Suffix	Definition	Blank	Remote Worksite Allowance	3	Quarters Allowance Not Taxable	4	Quarters Allowance Taxable	9	Danger Pay Allowance
Suffix	Definition										
Blank	Remote Worksite Allowance										
3	Quarters Allowance Not Taxable										
4	Quarters Allowance Taxable										
9	Danger Pay Allowance										

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Code	Message
293	<i>TC 70 Valid For NOAA Wage Marines Only</i>
Description	
<p>Error: TC 70 is recorded for an ineligible employee.</p> <p>TC 70, Logging–Forfeiture Of Pay, is valid for the Department of Commerce, National Oceanic And Atmospheric Administration Wage Marine employees only.</p> <p>NFC Action: Delete hours and notify the agency, if appropriate.</p>	

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Code	Message
294	<i>T&A Dropped – Duplicate Transmitted In Same Pass</i>
Description	
<p>Error: Two identical T&As were transmitted for the same pay period.</p> <p>This informational message indicates that one of two identical T&A's was purposely deleted. If two identical T&A's are transmitted in the same pass of the pay period, one T&A is automatically deleted.</p> <p>NFC Action:</p> <p>If two T&As are received for the same pay period, one is deleted by the system.</p>	

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Code	Message
295	<i>T&A Dropped—Already Applied To Database</i>
Description	
<p>Error: A T&A was transmitted that has already applied to the database.</p> <p>This informational message indicates that a duplicate T&A is transmitted with the same information as the T&A on the database. The system automatically deletes the last transmitted T&A.</p> <p>NFC Action:</p> <p>If two T&As are received for the same pay period, one is deleted by the system.</p>	

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Code	Message
296	<i>Pay Plan AE, IC, & RA Cannot Accrue A/L Or S/L</i>
Description	
<p>Error: Annual and/or sick leave accruals are shown for ineligible employee.</p> <p>Smithsonian Institution employees with Pay Plans AE (Determined By The Secretary), IC (Consultant), and RA (Approved By The Board Of Regents), are not entitled to earn annual or sick leave.</p> <p>NFC Action: Delete accruals and notify the agency.</p>	

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Code	Message
297	<i>No Quarters Deduction Rate On Database</i>
Description	
<p>Error: TC 49, Suffix 3 or 4, were recorded on the T&A; however, the quarters rate has not been established on the database.</p> <p>The quarters rate must be established on a personnel action. Quarters Allowance, TC 49 Suffix 3, Quarters Allowance Not Taxable, or TC 49 Suffix 4, Quarters Allowance Taxable, is reported on the T&A.</p> <p>NFC Action:</p> <p>Delete the quarters allowance and notify the agency. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&A's that require the processing of a personnel action to release the T&A from suspense.</p>	

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Code	Message
298	<i>Cannot Earn Comp; Salary Equal Or Less GS 10/10</i>
Description	
<p>Error: TC 32 was recorded for an ineligible employee.</p> <p>Agency 47, Interagency Council On The Homeless, and Agency 83, Housing And Urban Development, employees cannot earn TC 32, Compensatory Time, if their salary is equal to or less than that of a GS 10 Step 10.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
302	<i>Supplemental T&A Cannot Be Used To Correct Leave</i>
Description	
<p>Error: A supplemental T&A was submitted to correct leave earned or used.</p> <p>A supplemental T&A is used only to add overtime (overtime and compensatory time for the Department of Commerce) that was previously omitted from the original T&A. A corrected T&A should be processed for any other corrections.</p> <p>NFC Action: Delete the supplemental T&A and notify the agency, if appropriate.</p>	

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Code	Message
303	<i>NFC Use Only – SSN Change</i>
Description	
<p>Error: A social security number (SSN) change occurred and the previous social security number is shown.</p> <p>This informational message indicates that the SSN on the T&A does not match the SSN on the database as a result of a SSN change. The system will accept the previous SSN on the T&A in the pay period of the change.</p>	

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Code	Message
305	<i>Number Of Pages Not Equal To Continued Code</i>
Description	
<p>Error: The number of pages entered in the Continued field are not compatible with the number of pages transmitted.</p> <p>The Continued field entry must agree with the number of pages for the continued T&A (i.e., 2 for 2 pages, 3 for 3 pages). This field must be blank for a single T&A.</p> <p>NFC Action: Enter the correct code for the number of pages.</p>	

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Code	Message
306	<i>Split T&A Missing Status Change Entry</i>
Description	
<p>Error: Two T&As were transmitted for the same pay period with an entry in either the Start or End field.</p> <p>Both the Status Start and End fields must be completed for a split T&A.</p> <p>If two T&As with identical social SSNs, pay period numbers, and contact points contain an entry in either the Status Start or End field, it is assumed that the other status field requires an entry.</p> <p>NFC Action: Check CULPRPT Report P0099, Error Analysis For T&A Processing, to see if the T&A is split for a personnel action or access PINQ to determine if the T&A is split for the service year. Determine the appropriate action to be taken to process the T&A.</p>	

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Code	Message
307	<i>Future Pay Period Number On T&A Not Allowed</i>
Description	
<p>Error: T&A were transmitted for a future pay period.</p> <p>The system has the capability to process prior T&As; however, it cannot hold a future pay period T&A until the processing of that pay period.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
309	<i>NFC Use Only – T&A Force Deleted</i>
Description	
<p>Error: N/A</p> <p>This informational message indicates that a T&A has been deleted by the system (e.g., duplicate T&A, indebtedness, etc.)</p>	

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Code	Message
<i>311</i>	<i>T&A Already Paid</i>
Description	
<p>Error: A T&A which has been paid is transmitted again.</p> <p>A T&A is received for a pay period that has already been paid with no indication of being a corrected T&A.</p> <p>NFC Action: If both T&As are identical, delete one. If they are different, change the last transmitted T&A to a corrected T&A.</p>	

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Code	Message
312	<i>Duplicate T&A</i>
Description	
<p>Error: Two (or more) T&As are received for the same pay period with no indication of being a corrected, supplemental, split, or continued T&A.</p> <p>NFC Action: Delete the T&A that was transmitted first; release the T&A that was transmitted last.</p>	

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Code	Message
313	<i>Continuation Code Must Be 2 Or 3 For Continued T&A</i>
Description	
<p>Error: An entry other than 2 or 3 is shown in the Continued field.</p> <p>A continued T&A is used when the number of TCs and/or accounting data entries exceed 11. A continued T&A may contain a maximum of 30 lines of transactions. Each page of the continued T&A must contain the number of pages in the Continued field (i.e., 2 for 2 pages, 3 for 3 pages). Warning: This field must be blank for a single T&A..</p> <p>NFC Action: Enter the correct code for the number of pages.</p>	

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Code	Message				
314	<i>Correction Code Must Be 1 Or 2 For Corr/Supp T&A</i>				
Description					
<p>Error: An entry other than 1 or 2 is shown in the Corrected T&A field.</p> <p>A corrected T&A is used to correct information on the transmitted original T&A. A supplemental T&A is used to add overtime and/or compensatory time that was omitted from the original T&A.</p> <p>Code the CS (Corrected/Supplemental) field according to the type of T&A as follows:</p> <table style="margin-left: 40px;"> <thead> <tr> <th style="text-align: left;"><i>Type T&A</i></th> <th style="text-align: left;"><i>Code</i></th> </tr> </thead> <tbody> <tr> <td>Corrected</td> <td>1</td> </tr> </tbody> </table> <p>NFC Action: Enter the correct code for the type of T&A transmitted.</p>		<i>Type T&A</i>	<i>Code</i>	Corrected	1
<i>Type T&A</i>	<i>Code</i>				
Corrected	1				

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Code	Message
315	<i>Corrected/Supp T&A With No Original Processed</i>
Description	
<p>Error: The agency transmitted a corrected T&A; however, there is no indication that the original T&A processed in the system.</p> <p>An original T&A must be processed before a corrected T&A can be processed.</p> <p>NFC Action: Remove the CS (Corrected) code for a corrected T&A and process as a regular T&A.</p>	

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Code	Message
319	<i>Multiple Pay Period T&A's Rejected As A Group</i>
Description	
<p>Error: An error exists on one (or more) of multiple pay period T&As.</p> <p>T&As for two or more pay periods are processed as a group in the sense that when one T&A is in error, the entire group is suspended though the other T&As may be without error. The T&A(s) in error will show the applicable error message which requires correction. The T&As without error will show this informational message (319) only.</p> <p>NFC Action: Correct T&A(s) in error. This T&A will release when the other T&A error(s) is corrected.</p>	

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Code	Message
320	<i>Prior T&A(s) Without Current T&A</i>
Description	
<p>Error: A prior T&A was transmitted without a current T&A transmission.</p> <p>A prior T&A(s) will not release without the current T&A for a full-time or part-time employee. This informational message displays until the current T&A is entered in the system. Message 319 will also display with this message.</p> <p>If the current T&A is not entered by the last TIME release, the prior T&As will release providing there are no other errors.</p> <p>NFC Action: The system automatically releases the prior T&A on the last pass of PAYE.</p>	

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Code	Message
322	<i>Social Security Number Or Agency Incorrect</i>
Description	
<p>Error: An incorrect SSN or agency code entered on a T&A or an accession or agency change personnel action is needed.</p> <p>The SSN and agency code must match the SSN and agency code on the database for the employee.</p> <p>If the employee is newly hired or the employee transferred from one agency to another within the department and the personnel action has not been transmitted, is in suspense, or has an incorrect SSN or agency, this message will display.</p> <p>Note: This message applies to regular, continued, split, and corrected, T&As.</p> <p>NFC Action:</p> <p>Access the IRIS to verify the social security number and agency code entered on the T&A. If either is incorrect, correct as applicable. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of a personnel action to release the T&A from suspense.</p>	

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Code	Message
323	<i>NFC Use Only – Incorrect SSN Type O Puller</i>
Description	
<p>Error: An incorrect SSN was entered on a T&A puller or there is no accession action for T&A puller.</p> <p>This informational message indicates that the SSN entered for a Type O puller does not match a SSN on the database or the accession action has not applied to the database.</p> <p>NFC Action: See your supervisor for guidance.</p>	

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Code	Message
324	<i>NFC Use Only—Original T&A Replaced By Corrected</i>
Description	
<p>Error: A corrected T&A submitted is identical to an original T&A.</p> <p>This informational message displays when the corrected T&A is identical to the original T&A and the original T&A has not been paid. The original T&A is automatically deleted and the corrected T&A is processed as the original.</p> <p>If the original T&A has been paid, it will remain on the database and the corrected T&A will be sent to Adjustment processing.</p> <p>NFC Action: The system converts the corrected T&A to an original T&A as applicable.</p>	

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Code	Message
325	<i>NFC Use Only-Regular & Supp T&A Combined</i>
Description	
<p>Error: N/A</p> <p>This informational message indicates that the system combines a supplemental T&A with a regular T&A if the regular T&A has not been paid or sends the supplemental T&A to ADJP if it has been paid.</p>	

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Code	Message
327	<i>Transaction Lines Exceed 30</i>
Description	
<p>Error: The number of lines used for the pay period exceed 30.</p> <p>The maximum number of lines recorded on a T&A for one pay period is 30. A continued T&A is used when the number of transaction codes and/or accounting lines exceed 11.</p> <p>NFC Action: Combine base pay hours accounting to reduce the lines used to 30.</p>	

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Code	Message								
328	<i>Number Of T&A Pages Exceed 12</i>								
Description									
<p>Error: The number of pages for a T&A exceed the amount that can be processed in a pay period.</p> <p>The maximum number of T&A pages allowed in a pay period is 12. This amount is derived from the following:</p> <table style="margin-left: 40px;"> <thead> <tr> <th style="text-align: left;"><i>T&A Type</i></th> <th style="text-align: left;"><i>Maximum Pages</i></th> </tr> </thead> <tbody> <tr> <td>Continued</td> <td>3</td> </tr> <tr> <td>Split Continued</td> <td>6</td> </tr> <tr> <td>Split Continued Corrected</td> <td>12</td> </tr> </tbody> </table> <p>NFC Action: Delete the T&As that are causing the error.</p>		<i>T&A Type</i>	<i>Maximum Pages</i>	Continued	3	Split Continued	6	Split Continued Corrected	12
<i>T&A Type</i>	<i>Maximum Pages</i>								
Continued	3								
Split Continued	6								
Split Continued Corrected	12								

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Code	Message
329	<i>Pay Periods Not Consecutive For F/T Or P/T Emp</i>
Description	
<p>Error: A T&A is missing.</p> <p>The system edits for continuity of payment for part-time and full-time employees each pay period. A T&A should be processed each pay period for part-time and full-time employees unless a personnel action is processed whereby a T&A is not required (e.g., absence without pay for 30 days or more, etc.).</p> <p>If a group of late T&As are being processed in a pay period, the range of T&As must be consecutive. All T&A's must be included in the grouping otherwise none of the T&A's in the group nor the current T&A will be paid.</p> <p>(example) The processing pay period is 10. The employee was not paid for pay periods 7, 8, and 9. Late T&As were entered for pay periods 7 and 9; pay period 8 is missing. The system will suspend the current T&A for the status of the pay period 8 T&A.</p> <p>If a T&A is missing, the current T&A suspends with this message. The remaining T&As suspend with message 319 until this message is corrected (i.e., the missing T&A is entered).</p> <p>NFC Action:</p> <p>The T&A will remain in suspense until the agency enters the missing T&A or personnel action in the system.</p>	

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Code	Message
330	<i>NFC Use Only – T&A's Same PP; 2 Different Agencies</i>
Description	
<p>Error: T&As for the same pay period were received from two different agencies.</p> <p>NFC Action: Review the validity of both T&As and take the necessary action.</p>	

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Code	Message
332	<i>Supp & Corrected T&A's Not Allowed In Same PP</i>
Description	
<p>Error: A supplemental and corrected T&A are entered with the same pay period number.</p> <p>A corrected T&A is used to correct information on the transmitted original T&A. A supplemental T&A is used to add overtime and compensatory time that was previously omitted from the original T&A. If there is a need to process both, process a corrected T&A and include the supplemental T&A information on the corrected T&A.</p> <p>NFC Action: Delete the supplemental T&A and include the information from the supplemental T&A with the corrected T&A. Code the CS (Corrected/Supplemental) field 1 (Corrected).</p>	

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Code	Message
333	<i>Personnel Puller Dropped Supceded By T&A Puller</i>
Description	
<p>Error: A T&A puller and a personnel puller were entered in the same pass.</p> <p>A puller is used to retrieve a personnel action or a T&A and place the action or T&A in suspense in order to modify or delete. The personnel puller is accomplished by the agency through PEP51 Pullers For Payroll/Personnel Documents; the T&A puller is accomplished by NFC through TSUS (Time And Attendance Report On-line Suspense Correction And Document Addition System).</p> <p>If a puller is placed on both the personnel action and the T&A, the T&A puller will take precedence and appear in the TIME suspense; the personnel puller will be overridden and will not appear in the personnel suspense.</p> <p>NFC Action: Take the necessary action on the T&A based upon the agency or other request.</p>	

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Code	Message
334	<i>NFC Use Only–T&A Retrieved By Type 0 Puller</i>
Description	
<p>Error: N/A</p> <p>A Type 0 T&A puller is accomplished by NFC through TSUS (Time And Attendance Report On-line Suspense Correction And Document Addition System) and is used to retrieve a T&A from the database or the transmission file and place it in TIME suspense in order to modify or delete. The T&A is suspended until the puller is released.</p> <p>This is an informational message and indicates that the T&A is being retrieved from the database or the transmission file. Once the puller is released, this message will automatically disappear.</p> <p>NFC Action: Take the necessary action on the T&A based upon the agency or other request.</p>	

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Code	Message
336	<i>T&A Suspended Due To Personnel Puller</i>
Description	
<p>Error: N/A</p> <p>A personnel puller is accomplished by the agency through PEP51 Pullers For Payroll/Personnel Documents. The T&A is automatically retrieved from the database and placed in suspense for one pass only when a personnel puller is initiated.</p> <p>This informational message indicates that a T&A is being retrieved from the database or the transmission file until the personnel puller is released. This message will automatically disappear when the personnel puller is released.</p> <p>NFC Action: No action necessary.</p>	

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Code	Message
340	<i>NFC Use Only-T&A Revalidated Due To Pers Action</i>
Description	
<p>Error: N/A</p> <p>This informational message indicates that a T&A from the transmission file or the database is revalidated based on the processing of a personnel action. The T&A will release when the next TIME job executes provided there are no errors on the personnel action.</p> <p>NFC Action: No action necessary.</p>	

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Code	Message
342	<i>Status Change Omitted From Supplemental T&A</i>
Description	
<p>Error: An entry in the Start or End status field was omitted for a supplemental T&A.</p> <p>A supplemental T&A is received to add data that was previously omitted from an original T&A. The status change field must be completed on the supplemental T&A if it was completed on the original T&A.</p> <p>NFC Action: Enter the status day shown on the original T&A.</p>	

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Code	Message
344	<i>Continuation Or Split T&A's Rejected As A Group</i>
Description	
<p>Error: One of a continued or split T&A is in error.</p> <p>A continued or split T&A is processed as a group in the sense that when one T&A is in error, the remaining T&A(s) is suspended though no error exists. The T&A in error will show the applicable error message which requires correction. The T&A(s) without error will show this informational message (344) only.</p> <p>NFC Action: Correct the T&A in error. The remaining T&A(s) will release when the other T&A error is corrected.</p>	

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Code	Message
345	<i>T&A Error Cannot Be Forced Accepted</i>
Description	
<p>Error: Attempt to force accept a T&A failed.</p> <p>Certain TIME errors can be force accepted/released without correcting the error; others cannot be released. This informational message displays when either (1) an attempt was made to force accept an error that cannot be force accepted (the error must be corrected) or (2) the error can only be force accepted on the last TIME job (Pass 90).</p> <p>Once the force accept is placed on the T&A, the T&A will either release in the pass of the force accept or release in Pass 90, depending on the error.</p> <p>TMGT Table 34, Time Edit Error Messages And Codes, identifies TIME errors that can/cannot be force accepted. Force Accept Msg Code <i>Y</i> indicates yes, the message can be force accepted; Code <i>N</i> indicates the message cannot be force accepted.</p> <p>NFC Action: Follow the instructions given in this procedure on the fatal error.</p>	

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Code	Message
346	<i>Late T&A Greater Than 4 Prior Pay Periods</i>
Description	
<p>Error: A prior T&A was received too late for processing in the system.</p> <p>The system is capable of processing original T&As up to 4 pay periods late. Original T&A's prior to this timeframe must be processed manually. (example) The processing pay period is 5. Prior T&As for pay periods 1 through 4 can be processed in Pay Period 5. However, a Pay Period 26 (or earlier) T&A must be processed manually.</p> <p>NFC Action:</p> <p>If the employee was paid for the pay period of the T&A, and the hours paid were more or less than the hours recorded on the late T&A, change the late T&A to a corrected T&A.</p> <p>If the employee was not paid for the pay period of the T&A, delete the T&A and have it processed manually.</p>	

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Code	Message
347	<i>T&A Must Be Paid Manually–Spec Emp Code 30 Or 35</i>
Description	
<p>Error: A T&A was transmitted for a manually paid employee.</p> <p>Special Employee Code 30 (Overseas Employee Not NFC Payrolled) and Special Employee Code 35 (Manually Paid Employee) are paid manually each pay period; they cannot be paid in the automated system. The T&A for a manually paid employee was inadvertently entered into the system for processing.</p> <p>NFC Action:</p> <p>If a personnel action is not present to change the special employee code, delete the T&A and send to the Manual Pay Unit for processing. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of a personnel action to release the T&A from suspense.</p>	

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Code	Message
348	<i>T&A Coded Final–No Separation Action</i>
Description	
<p>Error: A separation action is needed to process the final T&A.</p> <p>A separation action is required when the T&A is coded final. The T&A should not be coded final if the employee is transferring from one agency to another within the department.</p> <p>NFC Action:</p> <p>Inform the agency that a separation action is required to release the T&A from suspense; otherwise; NFC will force accept the T&A. The T&A will not be paid on the first schedule. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of a personnel action to release the T&A from suspense.</p>	

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Code	Message
349	<i>Pay Period Prior To Last Time Paid</i>
Description	
<p>Error: The pay period number of the prior original T&A received is earlier than the last T&A paid in the system.</p> <p>Prior original T&A processing must be sequential.</p> <p>NFC Action:</p> <p>If the employee was paid for the prior T&A, and the hours paid were more or less than the hours recorded on the late T&A, change the prior T&A to a corrected T&A. If the employee was not paid, delete the T&A and send to the Manual Pay Unit for processing.</p>	

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Code	Message
352	<i>Personnel Puller Did Not Suspend T&A – T&A Paid</i>
Description	
<p>Error: A puller was placed on a paid T&A.</p> <p>A puller is used to retrieve a personnel action or a T&A and place the action or T&A in suspense in order to modify or delete. The personnel puller is accomplished by the agency through PEP51 Pullers For Payroll/Personnel Documents; the T&A puller is accomplished by NFC through TSUS. If a puller is placed on a paid T&A, this informational message displays indicating that the personnel puller did not suspend the T&A. This message displays for only one pass.</p> <p>NFC Action: No action.</p>	

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Code	Message
353	<i>Lv Accrual For PT Emp On Corr TA Not = To Orig TA</i>
Description	
<p>Error: The leave accruals on a corrected T&A are different than the leave accruals on the original T&A.</p> <p>This informational message indicates there is a discrepancy on the leave accrued on a corrected T&A. The annual and sick leave accruals on a corrected T&A for a prior pay period are compared to the original pay period T&A. If a difference exists, all subsequent pay period T&As (excluding the current T&A) are retrieved from history and sent to ADJP as corrected T&As.</p> <p>Note: This message applies to part-time employees only .</p> <p>NFC Action: The system sends the applicable T&As to ADJP.</p>	

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Code	Message
354	<i>PT Carryover Hrs On Corr T&A Not =To Original T&A</i>
Description	
<p>Error: The leave carryover on a corrected T&A is different than the leave carryover on the original T&A.</p> <p>This informational message indicates there is a discrepancy on the leave carryover on a corrected T&A. The annual and sick carryover hours on a corrected T&A for a prior pay period are compared to the original T&A for that pay period. If a difference exists, all subsequent pay period T&As (excluding the current T&A) are retrieved from history and sent to ADJP as corrected T&As.</p> <p>Note: This message applies to part-time employees only .</p> <p>NFC Action: The system sends the applicable T&As to ADJP.</p>	

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Code	Message
355	<i>AWOP Used Hrs On Corr T&A Not Eq To Original T&A</i>
Description	
<p>Error: The leave carryover on a corrected T&A is different than the leave carryover on the original T&A.</p> <p>This informational message indicates there is a discrepancy on AWOP on a corrected T&A. LWOP, AWOL, suspension, or furlough hours on a corrected T&A for a prior pay period are compared to the original T&A for that pay period. If a difference exists, all subsequent pay period T&As (excluding the current T&A) are retrieved from history and sent to ADJP as corrected T&As.</p> <p>NFC Action: The system sends the applicable T&As to ADJP.</p>	

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Code	Message
356	<i>Annual Lv Used On Corr T&A Exceeds Original T&A</i>
Description	
<p>Error: The annual leave used on a corrected T&A is different than the annual leave used on the original T&A.</p> <p>This informational message indicates there is a discrepancy on annual leave used on a corrected T&A. If the annual leave used on a corrected T&A is greater than the original T&A and results in a negative annual leave balance, the T&A is suspended unless the Advanced Leave field is coded 1 or 3.</p> <p>NFC Action: The system sends the applicable T&As to ADJP.</p>	

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Code	Message
357	<i>Sick Lv Used On Corr T&A Exceeds Original T&A</i>
Description	
<p>Error: The sick leave used on the corrected T&A is different than the sick leave used on the original T&A.</p> <p>This informational message indicates there is a discrepancy on sick leave used on a corrected T&A. If the sick leave used on a corrected T&A is greater than the original T&A and results in a negative sick leave balance, the T&A is suspended unless the Advanced Leave field is coded 2 or 3.</p> <p>NFC Action: The system sends the applicable T&As to ADJP.</p>	

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Code	Message
358	<i>Restored Lv Used On Corr T&A Exceeds Orig T&A</i>
Description	
<p>Error: The restored annual leave used on the corrected T&A is different than the restored annual leave used on the original T&A.</p> <p>This informational message indicates there is a discrepancy on restored annual leave used on a corrected T&A. If the restored leave used on a corrected T&A is greater than the original T&A, the T&A is suspended.</p> <p>NFC Action: The system sends the applicable T&As to ADJP.</p>	

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Code	Message
359	<i>Comp Lv Used On Corr T&A Exceeds Orig T&A</i>
Description	
<p>Error: The compensatory leave used on the corrected T&A is different than the compensatory leave used on the original T&A.</p> <p>This informational message indicates there is a discrepancy on compensatory leave used on a corrected T&A. If the compensatory leave used on a corrected T&A is greater than the original T&A, the T&A is suspended.</p> <p>NFC Action: The system sends the applicable T&As to ADJP.</p>	

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Code	Message
360	<i>Military Lv Used On Corr T&A Exceeds F/Y Max</i>
Description	
<p>Error: The regular military leave used on the corrected T&A exceeds the maximum amount allowed in a fiscal year.</p> <p>This informational message indicates there is a discrepancy on regular military leave used on a corrected T&A. If the military leave used on a corrected T&A is greater than the original T&A, the T&A is suspended.</p> <p>NFC Action: The system sends the applicable T&As to ADJP.</p>	

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Code	Message
361	<i>Emerg Mil Lv Used On Corr T&A Exceeds CY Max</i>
Description	
<p>Error: The emergency military leave used on the corrected exceeds the maximum amount allowed in a calendar year.</p> <p>This informational message indicates there is a discrepancy on emergency military leave used on a corrected T&A. Emergency military leave is limited to 176 hours per calendar year. The corrected T&A hours used results in the employee exceeding the maximum amount allowed.</p> <p>NFC Action: The system sends the applicable T&As to ADJP.</p>	

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Code	Message
363	<i>Tour Change On Corrected T&A Earlier Than Prior PP</i>
Description	
<p>Error: A tour change is not allowed on a T&A effective over 2 pay periods.</p> <p>Agricultural Marketing Service and certain FS employees are allowed to change their tour on the T&A in lieu of processing a personnel action. The system only accepts tour changes on the T&A for the prior and current pay period.</p> <p>The T&A in question is more than two pay periods prior, therefore, the tour change cannot be done on the T&A.</p> <p>NFC Action: Delete the tour change and notify the agency, if appropriate.</p>	

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Code	Message
364	<i>Pay Plan WC Employee T&A Cannot Process In System</i>
Description	
<p>Error: A T&A was transmitted for an employee without compensation.</p> <p>Employees whose pay plan is WC (without compensation) T&As are not to be entered in the automated system.</p> <p>NFC Action: Delete the T&A and notify the agency, if appropriate. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of a personnel action to release the T&A from suspense.</p>	

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Code	Message
365	<i>Corrected T&A Suspended With Regular T&A</i>
Description	
<p>Error: An error or current T&A suspends a corrected T&A.</p> <p>A corrected T&A is suspended when the current T&A is suspended. Once the current T&A is released, the corrected T&A should release, if it is free of errors.</p> <p>NFC Action: Delete the original T&A and make the corrected T&A the original.</p>	

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Code	Message
366	<i>Supplemental T&A Suspended–Original T&A Pulled</i>
Description	
<p>Error: N/A</p> <p>A supplemental T&A is suspended when the original T&A is pulled from the database.</p> <p>NFC Action:</p> <p>If the original T&A was pulled to be paid manually, send the supplemental T&A to the Manual Pay Unit for processing.</p>	

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Code	Message
367	<i>T&A Puller Exists; Personnel Puller Not Required</i>
Description	
<p>Error: A T&A puller and a personnel puller were entered.</p> <p>A personnel puller automatically suspends a T&A. Therefore, it is not necessary to place a puller on the T&A if a personnel puller exists.</p> <p>If a personnel puller is initiated after the T&A puller, this informational message displays in TIME suspense.</p> <p>NFC Action: Take the necessary action based on the request to initiate the T&A puller.</p>	

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Code	Message
368	<i>T&A Coded Pulled</i>
Description	
<p>Error: A duplicate puller was entered.</p> <p>This informational message indicates that a T&A puller was entered for a T&A that has been previously pulled.</p> <p>NFC Action: No action necessary.</p>	

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Code	Message
369	<i>Cannot Force Accept Invalid Appropriation</i>
Description	
<p>Error: An attempt was made to force accept an invalid appropriation code.</p> <p>A T&A cannot release from suspense with invalid appropriation; the invalid appropriation must be corrected; it cannot be force accepted.</p> <p>NFC Action: Use appropriation from previous T&A.</p>	

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Code	Message
370	<i>Deceased Employee T&A – Cannot Process In System</i>
Description	
<p>Error: A T&A was transmitted for a deceased employee.</p> <p>A deceased employee T&A must be processed manually. Nature of Action Code 350 is the identifier to the system that the employee is deceased. Note: This message will be deleted when the second phase of the Special Payroll Processing System (SPPS) is implemented ..</p> <p>NFC Action: Delete the T&A and send to the Manual Pay Unit for processing.</p>	

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Code	Message
371	<i>Invalid Fiscal Year For Acctg Data</i>
Description	
<p>Error: The fiscal year for the accounting data for the T&A being processed is neither for the current nor the prior fiscal year.</p> <p>The T&A's accounting data must be for the current or prior fiscal year; any other accounting is invalid.</p> <p>NFC Action: Change the accounting fiscal year to either the prior or current year.</p>	

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Code	Message
372	<i>Acctg Data Usage Code 1 Invalid For FY Change T&A</i>
Description	
<p>Error: The accounting data is being stored in the pay period of the change.</p> <p>Accounting data cannot be stored in the pay period of the fiscal year change; it must be stored in the next pay period. Reminder: Only one line of accounting can be stored. Also, accounting data cannot be stored if the employee is in nonpay status for the entire pay period.</p> <p>NFC Action: Remove AC Code 1 from the T&A.</p>	

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Code	Message
373	<i>Acctg Data Usage Code 2 Invalid For FY Split T&A</i>
Description	
<p>Error: AC Code 2 was entered on a T&A that was split for the fiscal year change. AC Code 2 cannot be used on a T&A that is split for the fiscal year change.</p> <p>NFC Action: Remove the AC Code 2 from the T&A.</p>	

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Code	Message
374	<i>Corr Or Supp T&A – Invalid Pay Period Number</i>
Description	
<p>Error: An invalid pay period number was entered on a corrected T&A. The pay period number on a corrected T&A must be between 1 and 27.</p> <p>NFC Action: Delete and notify the agency, if necessary.</p>	

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Code	Message
375	<i>Split T&A Required CY End For AWOP & Mil Lv</i>
Description	
<p>Error: AWOP or emergency military leave was used at calendar year end and the T&A was not split.</p> <p>AWOP and emergency military leave must be charged to the calendar year in which they are used. A split T&A must be prepared to charge these types of leave to the appropriate calendar year whenever the calendar year ends on a day other than the beginning or end of a pay period.</p> <p>NFC Action: Split the T&A charging the AWOP or military leave to the appropriate calendar year.</p>	

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Code	Message
376	<i>Incentive Pay Valid For Agencies 63 And AB Only</i>
Description	
<p>Error: TC 17, Suffix 4, was recorded for an agency other than the Bureau of Census or the Bureau of the Public Debt.</p> <p>Only Agency 63, Bureau of Census, and Agency AB, Bureau of the Public Debt, employees are eligible for incentive pay (TC 17, Suffix 4).</p> <p>NFC Action: Delete incentive pay from the T&A and notify the agency if appropriate.</p>	

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Code	Message
377	<i>Pref 77 Valid With TC 32 (Comp Worked Relig) Only</i>
Description	
<p>Error: The T&A reflects Prefix 77 with a TC other than 32.</p> <p>Compensatory time worked for religious observance is recorded using TC 32 with Prefix 77 only.</p> <p>NFC Action: Delete the TC from the T&A and notify the agency, if appropriate.</p>	

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Code	Message
379	<i>Final Flag Must Be 1</i>
Description	
<p>Error: The Final field contains an invalid entry.</p> <p>The final T&A indicator (final flag) value must be <i>1</i> except for FS and the Department of Justice employees. No other entries are accepted.</p> <p>NFC Action: Change the entry to 1.</p>	

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Code	Message
381	<i>Incentive Pay Cannot Exceed \$900 For AB or \$500 for 63</i>
Description	
<p>Error: The amount entered for TC 17, Suffix 4 is greater than \$900 for Agency AB, Bureau of the Public Debt, or \$500 for Agency 63, Bureau of the Census.</p> <p>The maximum amount allowed for incentive pay (TC 17, Suffix 4) in a pay period is \$900 for Agency AB and \$500 for Agency 63.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
382	<i>DoJ/FS Final Flag Must Be 8 Or 9 With AWS 5 Or 8</i>
Description	
<p>Error: The Final field is coded other than 8 or 9 for alternate work schedule (AWS) 5 or 8.</p> <p>Final flag entry must be 8 (Both Weeks FLSA Code Change E to N) or 9 (Both Weeks FLSA Code Change E to N and Final T&A) for Alternate Work Schedule 5 (Nine Workdays) or 8 (Variable Workweek). <i>Note:</i> This message applies to Forest Service and the Department of Justice only.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message																
384	<i>Final Flag 4 Or 9 Valid For FS And DoJ Only</i>																
Description																	
<p>Error: The Final field is coded 4 or 9 for other than FS or the Department of Justice.</p> <p>Final flag entry of 4 through 9 is valid for FS and the Department of Justice FLSA exempt employees only.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Final Flag Code</th> <th style="text-align: left;">Definition</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Final T&A</td> </tr> <tr> <td>4</td> <td>1st Week FLSA Code Change (E to N)</td> </tr> <tr> <td>5</td> <td>1st Week FLSA Code Change (E to N) and Final T&A</td> </tr> <tr> <td>6</td> <td>2nd Week FLSA Code Change (E to N)</td> </tr> <tr> <td>7</td> <td>2nd Week FLSA Code Change (E to N) and Final T&A</td> </tr> <tr> <td>8</td> <td>Both Weeks FLSA Code Change (E to N)</td> </tr> <tr> <td>9</td> <td>Both Weeks FLSA Code Change (E to N) and Final T&A</td> </tr> </tbody> </table> <p>NFC Action: Delete and notify the agency, if appropriate.</p>		Final Flag Code	Definition	1	Final T&A	4	1st Week FLSA Code Change (E to N)	5	1st Week FLSA Code Change (E to N) and Final T&A	6	2nd Week FLSA Code Change (E to N)	7	2nd Week FLSA Code Change (E to N) and Final T&A	8	Both Weeks FLSA Code Change (E to N)	9	Both Weeks FLSA Code Change (E to N) and Final T&A
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Code	Message
387	<i>Suffix Must Be 1, 2, 3, Or 8 For TC 51</i>
Description	
<p>Error: An invalid suffix code was entered for TC 51.</p> <p>TC 51 is used to record separate maintenance allowance and uniform allowance. Suffix codes are used to distinguish the two allowances. Below is the valid suffix codes that are associated with TC 51.</p> <p>TC 51 Suffix 1 – Uniform Allowance (<i>taxable</i>) TC 51 Suffix 8 – Uniform Allowance (<i>tax exempt</i>) TC 51 Suffix 2 – Separate Maintenance Allowance (<i>tax exempt</i>) TC 51 Suffix 3 – Separate Maintenance Allowance (<i>taxable</i>)</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
388	<i>Prefix Must Be Blank For TC 51</i>
Description	
<p>Error: An entry was made in the Prefix field TC 51.</p> <p>TC 51 is used to record separate maintenance allowance and uniform allowance. Suffix codes are used to distinguish the two allowances. A prefix code is not allowed for this TC.</p> <p>NFC Action: Delete the prefix code and notify the agency, if appropriate.</p>	

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Code	Message
389	<i>Sep Maintenance Allowance Entry Must Be 1 Thru 14</i>
Description	
<p>Error: An invalid entry in the Hours field was made for TC 51, Suffix 2 or 3.</p> <p>TC 51, Suffix Codes 2 or 3, is used to record separate maintenance allowance. The number of days the employee is being reimbursed for housing costs is recorded in the Week1/Week2 hours field of the T&A. The valid values are 1 through 14.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
390	<i>No Rate In Database For Sep Maintenance Allowance</i>
Description	
<p>Error: TC 51, Suffix 2 or 3, is recorded on the T&A; however, no rate was established for separate maintenance allowance in the database.</p> <p>TCode 51, Suffix Codes 2 and 3, is used to record separate maintenance allowance. The number of days the employee is being reimbursed for housing costs is recorded in the Week1/Week2 hours field of the T&A. The valid values are 1 through 14.</p> <p>The rate at which the employee is to be paid is entered in the Human Capital Management System (EmpowHR) or the Entry, Processing, inquiry, and Correction System (EPIC).. If a rate has not been established, the T&A will reject.</p> <p>NFC Action: Delete the separate maintenance allowance from the T&A and notify the agency, if appropriate. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of an action to release the T&A from suspense.</p>	

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Code	Message														
391	<i>Differential Not Allowed Due To Salary</i>														
Description															
<p>Error: Premium pay or differential was recorded for GS 15, Step 10, or above.</p> <p>Employees whose salary is equal to or greater than that of a GS 15, Step 10, are not eligible for the following differentials:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;"><i>Transaction Code</i></th> <th style="text-align: left;"><i>Description</i></th> </tr> </thead> <tbody> <tr> <td>04</td> <td>Sunday Differential (25% of base pay)</td> </tr> <tr> <td>05</td> <td>Sunday Differential With Night Differential (35% of base pay)</td> </tr> <tr> <td>11</td> <td>Night Differential (10% of base pay)</td> </tr> <tr> <td>12</td> <td>Night Differential On Compensatory Time (10% of base pay)</td> </tr> <tr> <td>13</td> <td>Night Differential On Sunday Double Time (10% of base pay)</td> </tr> <tr> <td>22</td> <td>Overtime Double For Sunday Work (2 x the base rate)</td> </tr> </tbody> </table> <p>Exception: FS employees and employees who are not subject to the biweekly earnings limitation are eligible for these differentials.</p> <p>NFC Action: Change TCs 04, 05, and 11 to TC 01. Delete TC 12. Change TC's 13 and 22 to TC 21.</p>		<i>Transaction Code</i>	<i>Description</i>	04	Sunday Differential (25% of base pay)	05	Sunday Differential With Night Differential (35% of base pay)	11	Night Differential (10% of base pay)	12	Night Differential On Compensatory Time (10% of base pay)	13	Night Differential On Sunday Double Time (10% of base pay)	22	Overtime Double For Sunday Work (2 x the base rate)
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22	Overtime Double For Sunday Work (2 x the base rate)														

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Code	Message
392	<i>TC 17 Suffix 5 (Ship Inspection) For FCC Only</i>
Description	
<p>Error: TC 17, Suffix 5, was recorded for an agency other than the Federal Communications Commission (FCC).</p> <p>Transaction Code 17, Suffix 5, Ship Inspection Overtime Pay, is for the Fcc (Agency 21) employees use only.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
394	<i>Credit Hours Exceed Maximum Allowed</i>
Description	
<p>Error: Hours recorded for TC 29 exceed 24.</p> <p>TC 29, Credit Hours Worked, are hours worked in excess of the basic work requirement in order to vary the length of the workday or workweek under certain alternate work schedules. The excess hours are not considered overtime.</p> <p>Eligible full-time employees are allowed to carryover a maximum of 24 credit hours; part-time employees may carryover an amount equal to 1/4 of the biweekly work requirement.</p> <p>This informational message displays when the employee exceeds the maximum amount allowed.</p> <p>NFC Action:</p> <p>The system automatically reduces the excess hours and notifies the agency.</p>	

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Code	Message
395	<i>AWS Other Than 7 Or 8–Inelig To Earn Credit Hours</i>
Description	
<p>Error: TC 29 was recorded for an ineligible employee due to work schedule.</p> <p>TC 29, Credit Hours Worked, are hours worked in excess of the basic work requirement in order to vary the length of the workday or workweek under certain alternate work schedules. The excess hours are not considered overtime.</p> <p>Employees whose AWS code is other than 7 (variable work day within a 40-hour workweek) or 8 (variable workweek hours within an 80-hour pay period) are not eligible to earn credit hours.</p> <p>This informational message displays when an ineligible employee is attempting to earn credit hours.</p> <p>NFC Action: Change the AWS code to 7 or 8 and notify the agency, if appropriate.</p>	

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Code	Message
396	<i>Intermittent Emp Ineligible To Earn Credit Hours</i>
Description	
<p>Error: TC 29 was recorded for an intermittent employee.</p> <p>TC 29, Credit Hours Worked, are hours worked in excess of the basic work requirement in order to vary the length of the workday or workweek under certain alternate work schedules. The excess hours are not considered overtime.</p> <p>This informational message indicates an intermittent employee is ineligible to earn credit hours.</p> <p>NFC Action: The system automatically deletes the credit hours and notifies the agency, if appropriate.</p>	

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Code	Message
397	<i>Credit Hours Used Exceed Balance</i>
Description	
<p>Error: The credit hours used on the T&A exceed the balance on the database.</p> <p>TC 50, Credit Hours (<i>Used</i>), records credit hours that were earned using TC 29, Credit Hours Worked.</p> <p>NFC Action: Change to compensatory leave, restored annual leave, annual leave, and/or LWOP and notify the agency, if appropriate.</p>	

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Code	Message
398	<i>Intermittent Emp Inelig To Use Credit Hours</i>
Description	
<p>Error: TC 50 was recorded for an intermittent employee.</p> <p>TC 50, Credit Hours, are hours used that were earned by work performed in excess of the basic work requirement in order to vary the length of the workday or workweek under certain alternate work schedules. The excess hours are not considered overtime.</p> <p>Intermittent employees are not eligible to use credit hours.</p> <p>NFC Action: Delete from the T&A.</p>	

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Code	Message
399	<i>TC 17 Prefix 21 & 22 Valid For IRS Only</i>
Description	
<p>Error: TC 17, Suffix 21 or 22, was recorded for an agency other than the Internal Revenue Service.</p> <p>The usage of TCs 17 Prefix 21, Place On Furlough, and 17, Prefix 22, Placement In Pay Status, are to be used by the Internal Revenue Service (Agency 93) only.</p> <p>The Suffix field must be blank.</p> <p>NFC Action: Delete from the T&A and notify the agency that a personnel action is required, if appropriate.</p>	

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Code	Message
400	<i>TC 17 Prefix 21 & 22 Invalid For Corrected T&A</i>
Description	
<p>Error: TC 17, Prefix 21 or 22, was recorded on a corrected T&A.</p> <p>A corrected T&A cannot be used to record TCs 17, Prefix 21, Place On Furlough, or 17 Prefix 22, Placement In Pay Status. A personnel action must be processed instead.</p> <p>NFC Action:</p> <p>Delete from the T&A and notify the agency that a personnel action must be processed, if appropriate. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of a personnel action to release the T&A from suspense.</p>	

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Code	Message																								
401	<i>TC 17 Prefix 11 Thru 17 For DoJ & TR Only</i>																								
Description																									
<p>Error: TC 17, Prefixes 11 through 17, were recorded for an agency other than the Department of Justice or Department of the Treasury.</p> <p>The following TCs are to be used by the Department of Justice and the Department of the Treasury only and are computed at the FLSA rate.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><i>Prefix</i></th> <th style="text-align: left;"><i>TC</i></th> <th style="text-align: left;"><i>Description</i></th> </tr> </thead> <tbody> <tr> <td>11</td> <td>17</td> <td>FLSA Meal Periods</td> </tr> <tr> <td>12</td> <td>17</td> <td>FLSA Other Travel</td> </tr> <tr> <td>13</td> <td>17</td> <td>FLSA Training</td> </tr> <tr> <td>14</td> <td>17</td> <td>FLSA UD Roll Call</td> </tr> <tr> <td>15</td> <td>17</td> <td>FLSA Home To Work Travel</td> </tr> <tr> <td>16</td> <td>17</td> <td>FLSA Other Hours</td> </tr> <tr> <td>17</td> <td>17</td> <td>Suffered/Permitted Duty</td> </tr> </tbody> </table> <p>NFC Action: Delete and notify the agency, if appropriate.</p>		<i>Prefix</i>	<i>TC</i>	<i>Description</i>	11	17	FLSA Meal Periods	12	17	FLSA Other Travel	13	17	FLSA Training	14	17	FLSA UD Roll Call	15	17	FLSA Home To Work Travel	16	17	FLSA Other Hours	17	17	Suffered/Permitted Duty
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Code	Message
402	<i>TC 17 Prefixes 21 & 22 Not Valid For Separated Emp</i>
Description	
<p>Error: TC 17, Prefix 21 or 22, was recorded for a separated employee.</p> <p>A separating employee cannot be placed on furlough or be returned to duty from furlough using TC 17, Prefixes 21 (Place on Furlough) and 22 (Placement in Pay Status). Note: TC 17 Prefixes 21 and 22 are for Internal Revenue Service use only .</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
403	<i>Eff Day Must Be Recorded For TC 17 Prefix 21 & 22</i>
Description	
<p>Error: TC 17, Prefix 21 or 22, was recorded without an entry in the Week1 field.</p> <p>TC 17 Prefix 21 (Place On Furlough) and TC 17 Prefix 22 (Placement In Pay Status), were recorded on the T&A in lieu of processing a personnel action. The effective date of the furlough and placement in pay status is entered in the Week1 hours field. Valid entries are 01 through 14.</p> <p>This message displays when the above transaction code(s) is entered and the Week1 field is blank. Note: TC 17 Prefixes 21 and 22 are for Internal Revenue Service use only .</p> <p>NFC Action: Delete the TC in question and notify the agency, if appropriate.</p>	

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Code	Message																																																
404	<i>SES/Expert/Consultant Ineligible For O/T, Comp, Or Differential</i>																																																
Description																																																	
<p>Error: Overtime, compensatory time, or a differential was recorded for a Senior Executive Service (SES) employee/Expert/Consultant.</p> <p>Certain SES/Expert/Consultant employees are not entitled to earn overtime, compensatory time, or any differentials. The pay plans for those SES/Expert/Consultant employees who are not entitled to earn overtime, compensatory time, or differentials are:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;"><i>Pay Plan</i></th> <th style="text-align: left;"><i>Description</i></th> </tr> </thead> <tbody> <tr><td>E</td><td>Executive (FDIC)</td></tr> <tr><td>ED</td><td>Experts (5 USC 3109)</td></tr> <tr><td>EE</td><td>Experts (Other)</td></tr> <tr><td>EF</td><td>Consultant (5 USC 3109)</td></tr> <tr><td>EG</td><td>Consultant (Other)</td></tr> <tr><td>EH</td><td>Advisory Committee Member (5 USC 3109)</td></tr> <tr><td>EI</td><td>Advisory Committee Member (Other)</td></tr> <tr><td>ES</td><td>Senior Executive Service</td></tr> <tr><td>EX</td><td>Executive Pay Act</td></tr> <tr><td>FE</td><td>Senior Foreign Service</td></tr> </tbody> </table> <p>Note: Employees in pay plans ED, EF, and EH who are paid on a daily basis and are FLSA exempt are not eligible to earn overtime, compensatory time, and differentials. However, all other employees in these pay plans will be allowed to earn overtime, compensatory time, and differentials.</p> <p>The following TCs cannot be recorded on an SES employee/Expert/Consultant's T&A:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;"><i>Transaction Code</i></th> <th style="text-align: left;"><i>Description</i></th> </tr> </thead> <tbody> <tr><td>04</td><td>Sunday Differential</td></tr> <tr><td>05</td><td>Sunday Differential With Night Differential</td></tr> <tr><td>11</td><td>Night Differential</td></tr> <tr><td>12</td><td>Night Differential Compensatory Time</td></tr> <tr><td>13</td><td>Night Differential Sunday Double Time</td></tr> <tr><td>14</td><td>Hazard Pay Differential</td></tr> <tr><td>18</td><td>Overtime Grain Appeal</td></tr> <tr><td>19</td><td>Overtime Over 8</td></tr> <tr><td>21</td><td>Overtime Over 40</td></tr> <tr><td>22</td><td>Overtime Double For Sunday</td></tr> <tr><td>23</td><td>Overtime Travel Under FLSA</td></tr> <tr><td>24</td><td>Overtime Travel Under Title V</td></tr> </tbody> </table>		<i>Pay Plan</i>	<i>Description</i>	E	Executive (FDIC)	ED	Experts (5 USC 3109)	EE	Experts (Other)	EF	Consultant (5 USC 3109)	EG	Consultant (Other)	EH	Advisory Committee Member (5 USC 3109)	EI	Advisory Committee Member (Other)	ES	Senior Executive Service	EX	Executive Pay Act	FE	Senior Foreign Service	<i>Transaction Code</i>	<i>Description</i>	04	Sunday Differential	05	Sunday Differential With Night Differential	11	Night Differential	12	Night Differential Compensatory Time	13	Night Differential Sunday Double Time	14	Hazard Pay Differential	18	Overtime Grain Appeal	19	Overtime Over 8	21	Overtime Over 40	22	Overtime Double For Sunday	23	Overtime Travel Under FLSA	24	Overtime Travel Under Title V
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Code	Message
<i>404 contd.</i>	<i>SES/Expert/Consultant Ineligible For O/T, Comp, Or Differential</i>
Description	
25 26 30 31 32 33 41	Overtime Over 40 With Night Differential Overtime Over 8 With Night Differential Overtime Call Back No Work Performed Holiday Worked Compensatory Time Worked Overtime Call Back No Work On Sunday Premium Pay On An Annual Basis (DLO)
<p>SES employees with pay plan ES for the Department of Agriculture (AG), Federal Communications Commission (FCC), and the Department of the Treasury, are not entitled to earn credit hours (TC 29). The Department of Justice Expert/Consultant employees with pay plans of ED, EE, EF, and EG are eligible to work overtime (TC 21). All SES employees are eligible to earn compensatory time for religious observance.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
406	<i>TC 17 Prefixes 18 And 19 For DoJ Only</i>
Description	
<p>Error: TC 17, Prefix 18 or 19, was recorded for an agency other than a Department of Justice agency.</p> <p>TC 17, Prefix 18 (FLSA Meal Periods During Non AUO Overtime And Compensatory Time), and Prefix 19 (Excludable AUO Days) are to be used by the Department of Justice only.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
407	<i>TC 17 Prefix 19 Entry Must Be 01 Thru 07</i>
Description	
<p>Error: An entry for TC 17, Prefix 19, is not valid.</p> <p>TC 17, Prefix 19 (Excludable AUO Days) is the number of excludable AUO days used to calculate AUO percentage rates for certain types of absences or duties. The maximum number of days that may be recorded for one pay period is 14. The entry must not exceed 07 in either the Week 1 or Week 2 field. Note: Excludable AUO days apply to the Department of Justice only.</p> <p>NFC Action: Delete TC and notify/contact the agency for corrected action, if appropriate.</p>	

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Code	Message
408	<i>TC 17 Suffixes 6 And 7 For Agency SR Use Only</i>
Description	
<p>Error: An entry for TC 17, Suffix 6 or 7, was recorded by an agency other than U.S. Senate Restaurants or Architect of the Capitol.</p> <p>TC 17, Suffix 6 (Services/Payments) is for use by U. S. Senate Restaurants and Architect of the Capitol employees only. TC 17, Suffix 7 (Tips–Cash Received) are to be used by U. S. Senate Restaurants, Architect of the Capitol, and National Oceanic and Atmospheric Administration employees only.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
409	<i>Tips Reported After Cutoff Date, Report Next PP</i>
Description	
<p>Error: TC 17, Suffix 7, was recorded in the last pay period of the calendar year.</p> <p>TC 17, Suffix 7 (Tips–Cash Received), are to be reported by the end of the tax year. Tips cannot be reported in the last pay period paid in the calendar year. They may be entered, however, on corrected T&A's being processed for prior pay periods which are transmitted in the last pay period paid in the calendar year. Note: This TC is to be used by U.S. Senate Restaurants and National Oceanic And Atmospheric Administration only.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message																								
410	<i>1911 Overtime For AF Only</i>																								
Description																									
<p>Error: TC 17, Prefix 31 through 34 and 36 through 38, was recorded for an agency other than U.S. Customs Service.</p> <p>The following TCs are to be used by U.S. Customs Service employees only:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><i>Transaction Code</i></th> <th style="text-align: left;"><i>Prefix</i></th> <th style="text-align: left;"><i>Description</i></th> </tr> </thead> <tbody> <tr> <td>17</td> <td>31</td> <td>Reimbursable (1911) Comm/Priv</td> </tr> <tr> <td>17</td> <td>32</td> <td>Non-reimbursable Overtime Pay Act (1911)</td> </tr> <tr> <td>17</td> <td>33</td> <td>Non-reimbursable (Sec 15 PL 94-353)</td> </tr> <tr> <td>17</td> <td>34</td> <td>User Fees – Cobra</td> </tr> <tr> <td>17</td> <td>36</td> <td>User Fees – Ad Valorem</td> </tr> <tr> <td>17</td> <td>37</td> <td>1911 For Continuation Of Pay</td> </tr> <tr> <td>17</td> <td>38</td> <td>1911 Hours – Intermittent</td> </tr> </tbody> </table> <p>NFC Action: Delete from the T&A and notify the agency, if appropriate.</p>		<i>Transaction Code</i>	<i>Prefix</i>	<i>Description</i>	17	31	Reimbursable (1911) Comm/Priv	17	32	Non-reimbursable Overtime Pay Act (1911)	17	33	Non-reimbursable (Sec 15 PL 94-353)	17	34	User Fees – Cobra	17	36	User Fees – Ad Valorem	17	37	1911 For Continuation Of Pay	17	38	1911 Hours – Intermittent
<i>Transaction Code</i>	<i>Prefix</i>	<i>Description</i>																							
17	31	Reimbursable (1911) Comm/Priv																							
17	32	Non-reimbursable Overtime Pay Act (1911)																							
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17	34	User Fees – Cobra																							
17	36	User Fees – Ad Valorem																							
17	37	1911 For Continuation Of Pay																							
17	38	1911 Hours – Intermittent																							

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Code	Message																																														
411	<i>Base Hrs Worked & AWOP Each Equal 80 Hrs Or More</i>																																														
Description																																															
<p>Error: AWOP and base hours both reflect a total of 80 in the Week1/Week2 fields.</p> <p>The basic tour for a full-time employee is 80 hours per pay period except for certain fire fighters. Absence without pay is included in the base tour. Therefore, an employee cannot be in pay status for 80 hours and nonpay status for 80 hours.</p> <p>The basic tour of duty hours recorded in pay status and the hours recorded in absence without pay status cannot each reflect 80 hours.</p> <p>Basic tour of duty transaction codes are:</p> <table border="0"> <thead> <tr> <th style="text-align: left;">Transaction Code</th> <th style="text-align: left;">Definition</th> </tr> </thead> <tbody> <tr><td>01</td><td>Regular Time</td></tr> <tr><td>04</td><td>Sunday Differential</td></tr> <tr><td>05</td><td>Sunday Differential With Night Differential</td></tr> <tr><td>11</td><td>Night Differential</td></tr> <tr><td>19</td><td>Overtime Over 8</td></tr> <tr><td>26</td><td>Overtime Over 8 With Night Differential</td></tr> <tr><td>35</td><td>Union/Contract Negotiation</td></tr> <tr><td>36</td><td>Union/Midterm Negotiation</td></tr> <tr><td>37</td><td>Union/Ongoing LMR Act</td></tr> <tr><td>38</td><td>Union/Grievance Appeal Representation</td></tr> <tr><td>50</td><td>Credit Hours</td></tr> <tr><td>59</td><td>Shore Leave</td></tr> <tr><td>60</td><td>Compensatory Time Used (Religious Obs)</td></tr> <tr><td>61</td><td>Annual Leave</td></tr> <tr><td>62</td><td>Sick Leave</td></tr> <tr><td>63</td><td>Restored Annual Leave</td></tr> <tr><td>64</td><td>Compensatory Leave</td></tr> <tr><td>65</td><td>Regular Military Leave</td></tr> <tr><td>66</td><td>Other Leave</td></tr> <tr><td>67</td><td>Injury Leave</td></tr> <tr><td>68</td><td>Emergency Leave</td></tr> <tr><td>69</td><td>Home Leave</td></tr> </tbody> </table>		Transaction Code	Definition	01	Regular Time	04	Sunday Differential	05	Sunday Differential With Night Differential	11	Night Differential	19	Overtime Over 8	26	Overtime Over 8 With Night Differential	35	Union/Contract Negotiation	36	Union/Midterm Negotiation	37	Union/Ongoing LMR Act	38	Union/Grievance Appeal Representation	50	Credit Hours	59	Shore Leave	60	Compensatory Time Used (Religious Obs)	61	Annual Leave	62	Sick Leave	63	Restored Annual Leave	64	Compensatory Leave	65	Regular Military Leave	66	Other Leave	67	Injury Leave	68	Emergency Leave	69	Home Leave
Transaction Code	Definition																																														
01	Regular Time																																														
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26	Overtime Over 8 With Night Differential																																														
35	Union/Contract Negotiation																																														
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37	Union/Ongoing LMR Act																																														
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Code	Message										
<i>411contd.</i>	<i>Base Hrs Worked & AWOP Each Equal 80 Hrs Or More</i>										
Description											
<p>AWOP transaction codes are:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left; width: 30%;">Transaction Code</th> <th style="text-align: left;">Definition</th> </tr> </thead> <tbody> <tr> <td>71</td> <td>Leave Without Pay (LWOP)</td> </tr> <tr> <td>72</td> <td>Absence Without Leave (AWOL)</td> </tr> <tr> <td>73</td> <td>Suspension</td> </tr> <tr> <td>74</td> <td>Furlough</td> </tr> </tbody> </table> <p>NFC Action: Research annual leave (and compensatory leave) balance. Only pay the employee for the number of hours that the paid leave balance would cover.</p> <p>If the employee's leave balance is equal to or greater than the hours recorded for the basic tour of duty, delete the AWOP hours and process the T&A for the hours recorded for the basic tour of duty.</p> <p>If the employee's leave balance is less than the hours recorded for the basic tour of duty, process the T&A for the number of hours covered by the paid leave. Charge the remaining hours to the hours recorded under AWOP.</p>		Transaction Code	Definition	71	Leave Without Pay (LWOP)	72	Absence Without Leave (AWOL)	73	Suspension	74	Furlough
Transaction Code	Definition										
71	Leave Without Pay (LWOP)										
72	Absence Without Leave (AWOL)										
73	Suspension										
74	Furlough										

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Code	Message
412	<i>Employee Ineligible For Acting Pay</i>
Description	
<p>Error: An employee's SSN is not listed on Table 099 for acting pay eligibility.</p> <p>Acting pay is granted to employees who substitute in the absence of their supervisor. Acting pay is for use by the Bureau of Engraving and Printing only. It is recorded on the T&A by entering 1 or 2 in position 14 of the accounting data field.</p> <p>In order for an employee to be eligible to receive acting pay, his/her social security number must be entered in TMGT Table 099, BEP Acting Pay.</p> <p>NFC Action: Delete the code from the accounting data field and notify the agency, if appropriate.</p>	

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Code	Message
413	<i>NFC Use Only-TC Invalid For FLSA Law Enforce Emps</i>
Description	
<p>Error: This informational message indicates that law enforcement officials are not eligible to use TC 17, Prefix 11 (FLSA Meal Periods) or TC 17 Prefix 18 (FLSA Meal Periods During Non AUO Overtime And Compensatory Time).</p> <p>NFC Action: The system automatically deletes these TCs from the T&A.</p>	

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Code	Message
414	<i>Home & Shore Leave Must Be In Increments Of 8</i>
Description	
<p>Error: TC 69 or TC 59 is not recorded in increments of 8.</p> <p>TC 69 (Home Leave) and TC 59 (Shore Leave) must be used in increments of 8 hours.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message																		
415	<i>TC 17 Prefixes 40, 41, 42, 43, 44 For IN Only</i>																		
Description																			
<p>Error: TC 17, Prefix 40, 41, 42, 43, or 44, was recorded for an agency other than the Immigration And Naturalization Service.</p> <p>The following TCs are to be used by the Immigration And Naturalization Service (INS) only.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Transaction Code</th> <th style="text-align: left;">Prefix</th> <th style="text-align: left;">Description</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>40</td> <td>INS 1931 Act O/T–Air/Sea Weekdays</td> </tr> <tr> <td>17</td> <td>41</td> <td>INS 1931 Act O/T–Land Border Weekdays</td> </tr> <tr> <td>17</td> <td>42</td> <td>INS 1931 Act O/T–Not Worked</td> </tr> <tr> <td>17</td> <td>43</td> <td>INS 1931 Act O/T–Air/Sea Sunday/Holiday</td> </tr> <tr> <td>17</td> <td>44</td> <td>INS 1931 Act O/T–Land Border Sunday/Holiday</td> </tr> </tbody> </table> <p>NFC Action: Delete from the T&A and notify the agency, if appropriate.</p>		Transaction Code	Prefix	Description	17	40	INS 1931 Act O/T–Air/Sea Weekdays	17	41	INS 1931 Act O/T–Land Border Weekdays	17	42	INS 1931 Act O/T–Not Worked	17	43	INS 1931 Act O/T–Air/Sea Sunday/Holiday	17	44	INS 1931 Act O/T–Land Border Sunday/Holiday
Transaction Code	Prefix	Description																	
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17	41	INS 1931 Act O/T–Land Border Weekdays																	
17	42	INS 1931 Act O/T–Not Worked																	
17	43	INS 1931 Act O/T–Air/Sea Sunday/Holiday																	
17	44	INS 1931 Act O/T–Land Border Sunday/Holiday																	

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Code	Message
416	<i>TC 17 Prefixes 40 & 41 Invalid For PT & Int Emps</i>
Description	
<p>Error: TC 17 Prefix 40 or 41 recorded for a part-time or intermittent employee.</p> <p>Part-time and intermittent INS employees are ineligible for Transaction Code 17 Prefix 40 (INS 1931 Act O/T–Air/Sea) and TC 17 Prefix 41 (INS 1931 Act O/T Land Border).</p> <p>NFC Action:</p> <p>Delete from the T&A and notify the agency. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&A’s that require the processing of an action to release the T&A from suspense.</p>	

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Code	Message																											
417	<i>TC 17 Prefixes 40–41, 43–44 Must Be Divisible By 4</i>																											
Description																												
<p>Error: Hours recorded for TC 17, Prefix 40, 41, 43, or 44, are not divisible by 4.</p> <p>Full-time INS employees are entitled to compensation for inspection duties performed. The following TCs are used to report these inspections:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Transaction Code</th> <th style="text-align: left;">Prefix</th> <th style="text-align: left;">Description</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>40</td> <td>1931 Act O/T – Air/Sea Weekdays</td> </tr> <tr> <td>17</td> <td>41</td> <td>INS 1931 Act O/T–Land Border Weekdays</td> </tr> <tr> <td>17</td> <td>43</td> <td>INS 1931 Act O/T–Air/Sea Sunday/Holiday</td> </tr> <tr> <td>17</td> <td>44</td> <td>INS 1931 Act O/T–Land Border Sunday/Holiday</td> </tr> </tbody> </table> <p>Overtime hours greater than zero must be divisible by 4. Employees performing immigration inspections for at least one hour will receive compensation for more hours than actually worked at the base rate. Hours are reported as shown below:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Hours Worked</th> <th style="text-align: left;">Hours Reported</th> </tr> </thead> <tbody> <tr> <td>1.0 – 2.3</td> <td>4.0</td> </tr> <tr> <td>3.0 – 4.3</td> <td>8.0</td> </tr> <tr> <td>5.0 – 6.3</td> <td>12.0</td> </tr> <tr> <td>7.0 – 8.3</td> <td>16.0</td> </tr> <tr> <td>9.0 or more</td> <td>20.0</td> </tr> </tbody> </table> <p>NFC Action: Change hours worked to hours reported using the table above and notify the agency, if appropriate.</p>		Transaction Code	Prefix	Description	17	40	1931 Act O/T – Air/Sea Weekdays	17	41	INS 1931 Act O/T–Land Border Weekdays	17	43	INS 1931 Act O/T–Air/Sea Sunday/Holiday	17	44	INS 1931 Act O/T–Land Border Sunday/Holiday	Hours Worked	Hours Reported	1.0 – 2.3	4.0	3.0 – 4.3	8.0	5.0 – 6.3	12.0	7.0 – 8.3	16.0	9.0 or more	20.0
Transaction Code	Prefix	Description																										
17	40	1931 Act O/T – Air/Sea Weekdays																										
17	41	INS 1931 Act O/T–Land Border Weekdays																										
17	43	INS 1931 Act O/T–Air/Sea Sunday/Holiday																										
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Hours Worked	Hours Reported																											
1.0 – 2.3	4.0																											
3.0 – 4.3	8.0																											
5.0 – 6.3	12.0																											
7.0 – 8.3	16.0																											
9.0 or more	20.0																											

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Code	Message
418	<i>TC 17 Prefixes 40 & 41 Cannot Exceed 120 Hours</i>
Description	
<p>Error: Hours recorded for TC 17, Prefix 40 and/or 41, exceed 120.</p> <p>TC 17, Prefix 40 (INS 1931 Act O/T–Air/Sea Weekdays), is used to report steamship and airplane inspections performed by INS immigration officers and other eligible employees. TC 17, Prefix 41 (INS 1931 Act Land Border Weekdays), is used to report train and other vehicle inspections performed by INS immigration officers and other eligible employees. The hours worked for each of these inspections cannot exceed 120 for the pay period.</p> <p>NFC Action: Delete the excess hours and notify the agency, if appropriate.</p>	

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Code	Message
419	<i>TC 17 Prefixes 43 & 44 Cannot Exceed 108 Hours</i>
Description	
<p>Error: Hours recorded for TC 17, Prefix 43 and/or 44, exceed 108.</p> <p>TC 17, Prefix 43 (INS 1931 Act O/T–Air/Sea Sunday/Holiday), is used to report steamship and airplane inspections performed by INS immigration officers and other eligible employees. TC 17, Prefix 44 (INS 1931 Act O/T–Land Border Sunday/Holiday), is used to report train and other vehicle inspections performed by INS immigration officers and other eligible employees. The hours worked for each of these inspections cannot exceed 108 for the pay period.</p> <p>NFC Action: Delete the excess hours and notify the agency, if appropriate.</p>	

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Code	Message															
420	<i>NFC Use Only–AWOP & TC17 Pref 40, 41, 43, 44 Inval</i>															
Description																
<p>Error: TCs 71, 72, 73, and/or 74 and TC 17, Prefix 40, 41, and/or 43, were recorded in the same week.</p> <p>This informational message indicates that AWOP (TC 71, 72, 73, and 74) and the following TCs are not to be reported in the same week.</p> <table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Transaction Code</th> <th style="text-align: left;">Prefix</th> <th style="text-align: left;">Description</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>40</td> <td>INS 1931 Act O/T–Air/Sea Weekdays</td> </tr> <tr> <td>17</td> <td>41</td> <td>INS 1931 Act Land Border Weekdays</td> </tr> <tr> <td>17</td> <td>43</td> <td>INS 1931 Act O/T–Air/Sea Sunday/Holiday</td> </tr> <tr> <td>17</td> <td>44</td> <td>INS 1931 Act O/T–Land Border Sunday/Holiday</td> </tr> </tbody> </table> <p>NFC Action: The system automatically force accepts the T&A and notifies the agency.</p>		Transaction Code	Prefix	Description	17	40	INS 1931 Act O/T–Air/Sea Weekdays	17	41	INS 1931 Act Land Border Weekdays	17	43	INS 1931 Act O/T–Air/Sea Sunday/Holiday	17	44	INS 1931 Act O/T–Land Border Sunday/Holiday
Transaction Code	Prefix	Description														
17	40	INS 1931 Act O/T–Air/Sea Weekdays														
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421	<i>NFC Use Only–TC31 & TC17 Pref 40, 41, 43, 44 Inval</i>															
Description																
<p>Error: TC 31 and TC 17, Prefix 40, 41, 43 and/or 44, were recorded in the same week.</p> <p>This informational message indicates that TC 31 (Holiday Worked) and the following TCs are not to be reported in the same week.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Transaction Code</th> <th style="text-align: left;">Prefix</th> <th style="text-align: left;">Description</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>40</td> <td>INS 1931 Act O/T–Air/Sea Weekdays</td> </tr> <tr> <td>17</td> <td>41</td> <td>INS 1931 Act Land Border Weekdays</td> </tr> <tr> <td>17</td> <td>43</td> <td>INS 1931 Act O/T–Air/Sea Sunday/Holiday</td> </tr> <tr> <td>17</td> <td>44</td> <td>INS 1931 Act O/T–Land Border Sunday/Holiday</td> </tr> </tbody> </table> <p>NFC Action: The system automatically force accepts the T&A and notifies the agency.</p>		Transaction Code	Prefix	Description	17	40	INS 1931 Act O/T–Air/Sea Weekdays	17	41	INS 1931 Act Land Border Weekdays	17	43	INS 1931 Act O/T–Air/Sea Sunday/Holiday	17	44	INS 1931 Act O/T–Land Border Sunday/Holiday
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17	44	INS 1931 Act O/T–Land Border Sunday/Holiday														

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Code	Message
422	<i>TC 17 Prefixes 43 & 44 Must Be Divisible By 16</i>
Description	
<p>Error: Hours were recorded for TC 17, Prefix 43 and/or 44, and are not divisible 16.</p> <p>TC 17, Prefix 43 (INS 1931 Act Overtime–Air/Sea Sunday/Holiday), and TC 17, Prefix 44 (INS 1931 /act Overtime–Land Border Sunday/Holiday), hours must be divisible by 16 for part-time and intermittent employees.</p> <p>NFC Action: Delete the excess and notify the agency, if appropriate.</p>	

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Code	Message
423	<i>TC 17 Pref 43 Or 44 Cannot Exceed 48 (P/T & Int)</i>
Description	
<p>Error: Hours were recorded for TC 17, Prefix 43 and/or 44, and exceed 48 in a week for a part-time or intermittent employee.</p> <p>TC 17, Prefix 43 (INS 1931 Act O/T–Air/Sea Sunday/Holiday), and TC 17, Prefix 44 (INS 1931 Act O/T–Land Border Sunday/Holiday,) each cannot exceed 48 hours in a week for part-time and intermittent employees.</p> <p>NFC Action: Delete the excess and notify the agency, if appropriate.</p>	

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Code	Message															
424	<i>TC 17 Prefix 42 Needed With Prefix 40, 41, 43, & 44</i>															
Description																
<p>Error: TC 17, Prefix 42, was recorded without TC 17, Prefix 40, 41, 43, or 44.</p> <p>The following TCs must be reported when TC 17, Prefix 42 (INS 1931 Act O/T–Not Worked) is reported:</p> <table style="margin-left: 40px;"> <thead> <tr> <th style="text-align: left;">Transaction Code</th> <th style="text-align: left;">Prefix</th> <th style="text-align: left;">Description</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>40</td> <td>INS 1931 Act O/T–Air/Sea Weekdays</td> </tr> <tr> <td>17</td> <td>41</td> <td>INS 1931 Act Land Border Weekdays</td> </tr> <tr> <td>17</td> <td>43</td> <td>INS 1931 Act O/T–Air/Sea Sunday/Holiday</td> </tr> <tr> <td>17</td> <td>44</td> <td>INS 1931 Act O/T–Land Border Sunday/Holiday</td> </tr> </tbody> </table> <p>NFC Action: Delete and notify the agency, if appropriate.</p>		Transaction Code	Prefix	Description	17	40	INS 1931 Act O/T–Air/Sea Weekdays	17	41	INS 1931 Act Land Border Weekdays	17	43	INS 1931 Act O/T–Air/Sea Sunday/Holiday	17	44	INS 1931 Act O/T–Land Border Sunday/Holiday
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17	44	INS 1931 Act O/T–Land Border Sunday/Holiday														

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Code	Message															
425	<i>TC 17 Prefix 42 Must Be < Or = 17/40, 41, 43, 44</i>															
Description																
<p>Error: Hours recorded for TC 17, Prefix 42, exceed hours recorded for TC 17, Prefix 40, 41, 43, and/or 44.</p> <p>The total hours for TC 17, Prefix 42 (INS 1931 Act O/T–Not Worked), must be less than or equal to the total hours recorded for the following TCs:</p> <table style="margin-left: 40px; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Transaction Code</th> <th style="text-align: left;">Prefix</th> <th style="text-align: left;">Description</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>40</td> <td>INS 1931 Act O/T–Air/Sea Weekdays</td> </tr> <tr> <td>17</td> <td>41</td> <td>INS 1931 Act Land Border Weekdays</td> </tr> <tr> <td>17</td> <td>43</td> <td>INS 1931 Act O/T–Air/Sea Sunday/Holiday</td> </tr> <tr> <td>17</td> <td>44</td> <td>INS 1931 Act O/T–Land Border Sunday/Holiday</td> </tr> </tbody> </table> <p>NFC Action: Delete and notify the agency, if appropriate.</p>		Transaction Code	Prefix	Description	17	40	INS 1931 Act O/T–Air/Sea Weekdays	17	41	INS 1931 Act Land Border Weekdays	17	43	INS 1931 Act O/T–Air/Sea Sunday/Holiday	17	44	INS 1931 Act O/T–Land Border Sunday/Holiday
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Code	Message
426	<i>Employee Ineligible For AUO</i>
Description	
<p>Error: AUO was recorded for ineligible employee.</p> <p>The employee's special employee code must be 02 (AUO–Nonexempt From FLSA) 03 (Scheduled Standby–AUO–Exempt/Nonexempt From FLSA), or 12 (Supervisory/Managerial Employee, Exceeds Band By 6%) and the occupational series code must be 0081 to be eligible for AUO.</p> <p>NFC Action:</p> <p>Delete and notify the agency, if appropriate. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of an action to release the T&A from suspense.</p>	

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Code	Message
427	<i>Quarters Allowance Code Must Be 1 (PD)</i>
Description	
<p>Error: TC 49, Suffix 3 or 4, was recorded on a daily basis; however, the database indicates quarters allowance should be recorded on a pay period basis.</p> <p>Quarters allowance can be reported per day or per pay period. An allowance code is entered in EPIC or EmpowHR to indicate the choice of reporting.</p> <p>If reported per day (Allowance Code 1), TC 49, Suffix 3 or 4, must be recorded on the T&A. If reported per pay period, no entry should be made on the T&A.</p> <p>NFC Action: Delete and notify the agency, if appropriate. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of an action to release the T&A from suspense.</p>	

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Code	Message
428	<i>TC 66 Prefix 61, Time Off Hours Used, Exceeds Bal</i>
Description	
<p>Error: TC 66, Prefix 61, was recorded and the hours exceed the balance.</p> <p>Time off hours granted are recorded by processing a personnel action. Time off hours used are recorded on the T&A using TC 66, Prefix 61. The hours used cannot exceed the hours earned.</p> <p>NFC Action:</p> <p>Change the excess hours to compensatory leave, restored annual leave, annual leave, and/or LWOP and notify the agency, if appropriate. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of an action to release the T&A from suspense.</p>	

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432	<i>TC Without Prefix Invalid For COPR Employee</i>																																				
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<p>Error: A TC prefix was omitted for U.S. Customs Service, Customs Officers premium pay.</p> <p>The following TCs must include a prefix to be used for U.S. Customs Service, Customs Officers (COPR Status Y).</p> <table border="0"> <thead> <tr> <th style="text-align: left;">Transaction Code</th> <th style="text-align: left;">Description</th> </tr> </thead> <tbody> <tr><td>04</td><td>Sunday Differential</td></tr> <tr><td>11</td><td>Night Differential</td></tr> <tr><td>17</td><td>Commute Use Government Auto</td></tr> <tr><td>21</td><td>Overtime Over 40</td></tr> <tr><td>31</td><td>Holiday Worked</td></tr> <tr><td>35</td><td>Union/Contract Negotiation</td></tr> <tr><td>36</td><td>Union/Midterm Negotiation</td></tr> <tr><td>37</td><td>Union/Ongoing LMR Act</td></tr> <tr><td>38</td><td>Union/Grievance/Appeal Representation</td></tr> <tr><td>60</td><td>Compensatory Time Used–Religious Observance</td></tr> <tr><td>61</td><td>Annual Leave</td></tr> <tr><td>62</td><td>Sick Leave</td></tr> <tr><td>63</td><td>Restored Annual Leave</td></tr> <tr><td>65</td><td>Regular Military Leave</td></tr> <tr><td>66</td><td>Other Leave</td></tr> <tr><td>67</td><td>OWCP Injury Leave</td></tr> <tr><td>69</td><td>Home Leave</td></tr> </tbody> </table> <p>NFC Action: If the prefix can be determined, add the prefix. If the prefix cannot be determined, delete the TC and notify the agency, if appropriate.</p>		Transaction Code	Description	04	Sunday Differential	11	Night Differential	17	Commute Use Government Auto	21	Overtime Over 40	31	Holiday Worked	35	Union/Contract Negotiation	36	Union/Midterm Negotiation	37	Union/Ongoing LMR Act	38	Union/Grievance/Appeal Representation	60	Compensatory Time Used–Religious Observance	61	Annual Leave	62	Sick Leave	63	Restored Annual Leave	65	Regular Military Leave	66	Other Leave	67	OWCP Injury Leave	69	Home Leave
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Code	Message
433	<i>TC 19 Invalid For Ag MS, Pay Plan AD, Occ Ser 0085</i>
Description	
<p>Error: TC 19 was recorded for an ineligible U.S. Marshals Service employee.</p> <p>TC 19 (Overtime Over 8) is invalid for a Department of Justice, U.S. Marshals Service employees, whose pay plan is AD and occupational series code is 0085.</p> <p>NFC Action: Change to TC 21 and notify the agency, if appropriate.</p>	

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Code	Message
434	<i>Avail Pay % Must Be 25/ Spec Emp Code 26/FLSA Cd E</i>
Description	
<p>Error: Availability pay was recorded for ineligible employee.</p> <p>Availability pay is granted to certain law enforcement personnel. To be eligible to receive availability pay, the special employee code must be 26 and the FLSA code must be E. The percentage rate is a flat rate of 25%.</p> <p>NFC Action: Delete and notify the agency, if appropriate. CULPRPT Report P0099, Error Analysis For T&A Processing, lists T&As that require the processing of an action to release the T&A from suspense.</p>	

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Code	Message																		
435	<i>Suffix Not Allowed With TC 17 Prefixes 40 Thru 44</i>																		
Description																			
<p>Error: A suffix recorded with TC 17, Prefix 40, 41, 42, 43, and/or 44.</p> <p>TC 17, with Prefixes 40 through 44, is used only by the Immigration and Naturalization Service as authorized by the overtime Act of 1931. Below is the definition of each prefix.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Transaction Code</th> <th style="text-align: left;">Prefix</th> <th style="text-align: left;">Definition</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>40</td> <td>INS 1931 Act O/T–Air/Sea Weekdays</td> </tr> <tr> <td>17</td> <td>41</td> <td>INS 1931 Act O/T–Land Border Weekdays</td> </tr> <tr> <td>17</td> <td>42</td> <td>INS 1931 Act O/T–Not Worked</td> </tr> <tr> <td>17</td> <td>43</td> <td>INS 1931 Act O/T–Air/Sea Sunday/Holiday</td> </tr> <tr> <td>17</td> <td>44</td> <td>INS 1931 Act O/T– Land Border Sunday/Hol</td> </tr> </tbody> </table> <p>NFC Action: Delete the suffix.</p>		Transaction Code	Prefix	Definition	17	40	INS 1931 Act O/T–Air/Sea Weekdays	17	41	INS 1931 Act O/T–Land Border Weekdays	17	42	INS 1931 Act O/T–Not Worked	17	43	INS 1931 Act O/T–Air/Sea Sunday/Holiday	17	44	INS 1931 Act O/T– Land Border Sunday/Hol
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17	44	INS 1931 Act O/T– Land Border Sunday/Hol																	

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Code	Message
436	<i>TC 17 Suffix 9 Not Allowed For Dept of Justice</i>
Description	
<p>Error: TC 17, Suffix 9 (Parking), is reported on the T&A for a Department of Justice (DOJ) employee.</p> <p>DOJ should only report parking through EPIC or EmpowHR.</p> <p>NFC Action: Delete from the T&A.</p>	

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Code	Message
437	<i>Parking Reported In PRES; Cannot Report On T&A</i>
Description	
<p>Error: Parking was reported in EPIC or EmpowHR and is also being reported on the T&A using TC 17, Suffix 9 (Parking).</p> <p>Parking can only be reported on the T&A or in PRES; it cannot be reported in both places.</p> <p>NFC Action: Delete from the T&A.</p>	

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Code	Message
438	<i>TC 17 Pref 50 Only Used By Ag 50, 63, CE, PU For Trav Reim</i>
Description	
<p>Error: TC 17, Prefix 50, Reporting and Payment of Travel Reimbursements–Non Taxable, is recorded on the T&A for an agency other than Agency 50, U.S. Merit Systems Protection Board, Agency 63, Bureau of Census, Agency CE, Farm Service Agency and Agency PU, Peace Corps..</p> <p>NFC Action: Delete from the T&A and notify the agency, if appropriate.</p>	

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Code	Message
439	<i>Agency "CP" With FLSA Code "E" Cannot Use T/C 21</i>
Description	
<p>Error: The employee is exempt from the Fair Labor Standards Act (FLSA) and TC 21, Overtime Over 40, is recorded on the T&A.</p> <p>Only employees covered (nonexempt) by FLSA are eligible for TC 21. The FLSA code is entered in the Position Management System.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
440	<i>T/C 01 Suffix 5 Valid Only For Agency CP</i>
Description	
<p>Error: T/C 01, Suffix 5, was recorded for an agency other than Capitol Police.</p> <p>T/C 01, Suffix 5, Addtnl Compensation @ Basic Rate, is used by Capitol Police employees to record the additional hours worked to meet the overtime threshold.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
441	<i>T/C 17 Prefix 10 Suffix Must Be Blank</i>
Description	
<p>Error: A suffix recorded was with TC 17, Prefix 10, to record transit subsidies. A suffix is not allowed with this TC.</p> <p>NFC Action: Delete the suffix.</p>	

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Code	Message
442	<i>T/C 66 With Suffix 3 Or 4 Must Be = Or < TC 31</i>
Description	
<p>Error: The hours recorded for TC 66, with Suffix 3 or 4, exceed the hours recorded for TC 31, Holiday Worked.</p> <p>Sunday premium pay cannot be paid for any period when no work is performed. Therefore, the hours recorded for TC 66 with Suffixes 3 or 4 cannot be more than the hours recorded for TC 31, Holiday Worked.</p> <p>NFC Action: Reduce the number of hours with the suffix to agree with the number of hours recorded with TC 31. Then, add the remaining hours with TC 66 with the suffix left blank.</p>	

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Code	Message
443	<i>T/C 66 With Suffix 5, 6, Or 7 Must Be = Or < TC 31</i>
Description	
<p>Error: The hours recorded for TC 66, with Suffix 5, 6, or 7, exceed the hours recorded for TC 31, Holiday Worked.</p> <p>Sunday premium pay cannot be paid for any period when no work is performed. Therefore, the hours recorded for TC 66 with Suffixes 5, 6, or 7 cannot be more than the hours recorded for TC 31, Holiday Worked.</p> <p>NFC Action: Reduce the number of hours recorded with the suffix to agree with the number of hours recorded with TC 31. Then, add the remaining hours with TC 66 and the appropriate suffix.</p>	

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Code	Message
444	<i>TC 61, 62, 64 Suffix 2, 3, 4 Not Allowed Capitol Police</i>
Description	
<p>Error: TC 61, 62, or 64 was recorded with suffix 2, 3, or 4 for aCapitol Police employee. Capitol Police employees cannot earn night differential during any period of annual leave, sick leave, and/or compensatory leave.</p> <p>NFC Action: Delete the suffix and notify the agency, if appropriate.</p>	

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Code	Message
445	<i>TC 21 And 19 Not Allowed For Fire Chiefs</i>
Description	
<p>Error: TC 21 or 19 was recorded for a fire chief. Only 80 hours per pay period can be paid in the automated system. Any hours over 80 are paid at 2 different rates of pay and must be paid manually.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
446	<i>T&A For FF/FC Should Be Sent To Manual Pay</i>
Description	
<p>Error: Firefighters and fire chiefs are paid manually for any hours over 80 that are reported on the T&A. These hours are paid at 2 different rates and cannot be paid in the automated system.</p> <p>NFC Action: Delete the T&A to have it processed manually.</p>	

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Code	Message
447	<i>No Night/Diff, Sun/Prem, Haz/Dty, Hol/Pay For FF/FC</i>
Description	
<p>Error: A T&A was recorded with night differential, Sunday premium pay, hazardous duty allowance, or holiday pay for a firefighter or fire chief.</p> <p>Firefighters and fire chiefs cannot earn night differential, Sunday premium pay, hazardous duty allowance, or holiday pay.</p> <p>NFC Action: Delete and notify the agency, if appropriate.</p>	

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Code	Message
448	<i>Premium Pay Not Allowed for "DOJ" Attorneys</i>
Description	
<p>Error: A T&A for an employee with Department Code DJ and Occupational Series Code 0905 or 1225 (Department of Justice attorney) was recorded with one of the following transaction codes:</p> <p>TCs 04, 05, 11, 12, 19, 21, 23, 24, 25, 26, 30, 31, 32, and 41.</p> <p>Department of Justice attorneys cannot earn premium pay or standby AUO. They are, however, allowed to earn religious compensatory time (TC 32 Prefix 77).</p> <p>NFC Action: Delete TC and notify the agency, if appropriate.</p>	

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Code	Message
449	<i>TC19, Wrkd Must Have At Least 106 Hrs, TC01 Firefighters</i>
Description	
<p>Error: TC19, Overtime Over 8, is used to record work performed in excess of 53 hours in each week within the 40-hour basic workweek. A T&A with less than 53 hours in a week was recorded for a Firefighter using TC19. A Firefighter's normal base time is 106 hours in a pay period.</p> <p>The Firefighter must have at least 53 hours in each week, but less than 140 hours of TC01 to use TC19. TC19 is used after 53 hours of time are recorded in a week.</p> <p>NFC Action: Delete TC and notify the agency, if appropriate.</p>	

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Code	Message
450	<i>Corrected T&A's Cannot Use Donated Leave</i>
Description	
<p>Error: TC61, Prefix 61, Donated Annual Leave, was recorded on a corrected T&A. Donated leave cannot be recorded on a corrected T&A.</p> <p>NFC Action: Delete TC and notify the agency, if appropriate.</p>	

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Code	Message
451	<i>Pay Plan CT Not Allowed To Exceed 16 Hrs (TC 21&32)</i>
Description	
<p>Error: A T&A with greater than 16 hours recorded for TCs 21 and 32 was entered for an employee in Pay Plan CT.</p> <p>An employee in Pay Plan CT cannot earn more than 16 hours with TCs 21 and 32.</p> <p>NFC Action: Delete the excess hours and notify the agency, if applicable.</p>	

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Code	Message
452	<i>Invalid T/C For Pay Plan PJ, PU, PZ, Agency LP</i>
Description	
<p>Error: An invalid TC was entered for employees in Pay Plan PJ, PU, PZ, or Agency LP.</p> <p>NFC Action:</p>	

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Code	Message
453	<i>Uniform Service Status 0, 4, 5, Not Elig For Mil Lv</i>
Description	
<p>Error: An employee did not receive military leave because an Uniform Status Code of 0, 4, or 5 was entered on the personnel action.</p> <p>NFC Action: Change the military leave to ann33ual leave and notify the agency.</p>	

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Code	Message
454	<i>OT Codes Not Allowed for Agy "LP" W/"P" Pay Plans</i>
Description	
<p>Error: An overtime TC was entered on a T&A for Agency LP with "P" Pay Plans. These employees are not allowed to earn overtime.</p> <p>NFC Action: Remove the overtime from the T&A and notify the agency.</p>	

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Code	Message
455	<i>Agcy 21 "FCC" Not Allowed To Use Stored Acctg Data</i>
Description	
<p>Error: Agency 21, FCC, entered 1 in the Accounting Data Usage Code field of the T&A to store accounting data. Fcc is not allowed to used stored accounting data.</p> <p>NFC Action: Remove the "1" from the Accounting Data Usage Code field and notify the agency to enter the accounting on the T&A.</p>	

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456	<i>Comp Time Travel Used Exceeds Balance</i>
Description	
<p>Error: The number of hours of compensatory time for travel used exceeds the balance available to be used.</p> <p>NFC Action: Change the hours recorded for compensatory time for travel used to regular compensatory time and/or annual leave and notify the agency.</p>	

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Code	Message
457	<i>Comp Time Travel Not Allowed Prior To PP 03/2005</i>
Description	
<p>Error: Hours for compensatory time for travel is recorded prior to March 2005. These hours are not allowed before March 2005.</p> <p>NFC Action: Change the hours recorded to regular compensatory time and/or annual leave.</p>	

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Code	Message
458	<i>The Total Number of Other Entries Allowed Is 4</i>
Description	
<p>Error: More than 4 entries were entered for Other Time.</p> <p>NFC Action: Use a continued T&A to record the additional entries for Other Time.</p>	

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Code	Message
459	<i>TC 68 Not Allowed – Invalid Coop CD or Coop Sh Sal</i>
Description	
<p>Error: TC 68 is not allowed for continuation of operations salaries.</p> <p>NFC Action: A personnel actions is needed. Contact the agency for guidance.</p>	

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Code	Message
460	<i>T/C 68 W T/D01 Must Have Unifrm Serv Status 8 or 9</i>
Description	
<p>Error: An employee is not eligible to use TC 68 with Transaction Descriptor 01 unless a Uniform Service Statist code of 8 or 9 was entered on the personnel action.</p> <p>NFC Action: Contact the agency for guidance.</p>	

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Code	Message
<i>461</i>	<i>T/C 41 Not Allowed As Only Pay T/C On Split T&A</i>
Description	
<p>Error: TC 41 and the TC used for base hours must both be on the same half of the T&A.</p> <p>NFC Action: Remove TC 41 from one half of the split T&A and record it on the half of the split that contains the necessary base hours.</p>	

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