
CORRECTION TO STRS ERRORS (PAY-W060)

Sacramento City Unified School District

1.0 SCOPE:

- 1.1 This work instruction is applied to communicate to the retirement team about STRs errors and how to correct the errors.

2.0 RESPONSIBILITY:

- 2.1 Lead Payroll Technician
- 2.2 Fiscal Services Technician I

3.0 APPROVAL AUTHORITY:

Signature

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- 5.3.11.7 Svc Beg and Svc End – verify that the correct dates are reflected
 - 5.3.11.8 Ovr – there are two options you can enter on this field. N for No Modification Allowed or Y for Force Modify This Earning. Enter a Y only if the Effective Date is prior to January 1, 2001. This will modified the contribution rate, which has a different calculation rather than the straight 7 percent.
 - 5.3.11.9 Wrk – verify or correct this field to the appropriate Work Schedule Code. This field must match the original entry if you ar
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<u>Date:</u>	<u>Rev.</u>	Desc
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