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Payroll Letter 835
Correction to Payroll Letter 829

To: Payroll Officers, Personnel Officers, Labor Relations Officers and
Fiscal Officers of All Departments, Institutions, Boards and
Commissions

From: Jerry A. Miller, Acting State Payroll Administrator

Subject: Workforce Development Fund – Collection of the Employees Share

Payroll Letter 829 – Workforce Development Fund was issued on December 17, 2002 and addressed the stoppage of the Workforce Development Fund Check-off charge. Last week the Office of Collective Bargaining informed us that our implementation was incorrect. Systems Administration had stopped the entire check-off charge (15 cents per hour) and we should have only stopped the employers' share (10 cents per hour). The employees' share (5 cents per hour) was still to be collected.

Effective with the payroll period ending January 18, 2003 the employees' share (5 cents per hour) was reinstated. Additionally, we added a one-time adjustment of 15 cents per hour to makeup for the three (3) payroll periods that were missed. The check-off charge is captured under object of expense 035-19 (Workforce Development Fund).

Please refer back to Payroll Letter 829 for additional information.

Any questions regarding this change may be directed to Systems Administration at (614) 466-6915.

JAM/jam