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To: Agency HR Specialists, Payroll Specialists, Budget Specialists, Benefits Specialists, Labor Relations Specialists and Regulatory Requirements Specialists for All Departments, Institutions, Boards and Commissions

From: Dave Holbrook, HCM Administrator

Subject: Update to Payroll Letter 914

Date: March 4, 2008

As reported in Payroll Letter 914, the check-off charge for OBM State Accounting and Budgeting Services was calculated for FY 2008 as a rate of 0.685%. This check-off charge is made to reimburse OBM for the cost of accounting and budgeting services pursuant to ORC 126.25 and to support the cost of the FIN component of the OAKS Support Organization.

Unfortunately, the OBM check-off charge was inadvertently lowered to the FY 2007 rate of 0.295% of gross pay per employee for the time frame of PPE 09/29/07 through PPE 02/02/08. In order to remedy this error and recover the lost revenues, the payroll check-off rate must be increased to 1.098% for the remaining eight pay periods in FY 2008.

Beginning with the first pay period of FY 2009, the rate will be corrected to return the rate to 0.685% of gross pay per employee.