

From: [Kelly-Scholle, Janet](#)
To:
Subject: Earnings Codes Mapping Issue
Date: Tuesday, June 02, 2015 12:37:05 PM

TO: MOU Leads
University Business Managers

FROM: Dennis Press, University Controller

RE: Earnings Codes Mapping Issue

Earnings codes identify individual categories of earnings in the HR / Payroll module, and each earnings code is mapped to a particular Account in the Financials module. This mapping process allows the distribution of payroll transactions to be recorded to the proper Account chartfield. It has been determined that some earnings codes were not mapped to the proper Account. The result was that payroll transactions for some earnings codes were recorded to incorrect Accounts. The remaining chartfields for those transactions were recorded correctly.

The mapping issue was corrected prior to the posting of Biweekly 23 which is dated May 29; however, prior payroll transactions for those earnings codes were recorded to incorrect Accounts. Approximately 10 Accounts were not mapped properly. The following information reports the Accounts with the higher levels of incorrect mappings between earnings codes and Accounts:

Correct Account	Description	Percent
512710	SPA Longevity Payment	42%
512610	SPA Standby Pay	21%
514210	Non Student Temp OT Wages	19%
512210	SPA Overtime	10%
512310	SPA Holiday Premium	3%
	All Other	5%

One impact of this issue pertains to SPA Longevity Payments funded from State Funds. Longevity Payments from State Funds are funded from the University fringe benefits pool. Since Longevity Payments were not recorded to Account 512710, the month-end allocations of budget from the University fringe benefits pool were not transferred to departments to provide budget for the actual longevity expenses.

Journal entries correcting the Account chartfields for Longevity Payments from State Funds were recently developed, processed, and recorded. So the May month-end allocation of budget from the University fringe benefits pool will provide State Funds budget to fund your year-to-date Longevity Payments.

In most cases the incorrect mapping was caused by a blank value as opposed to an incorrect value in the Earnings Account Mapping Table. In general, the payroll transactions for an earnings code that was incorrectly mapped would be recorded to the regular pay Account instead of the Account for that specific earnings type. For example, the SPA Longevity

Payments (Account 512710) were recorded to SPA On Campus (Account 512120).

You are not required to submit journal entries to make changes to the Accounts involved in this mapping issue. If you have a need for the transactions details of the mapping issue for your departmental funds showing the expenses from earnings codes that were previously mapped incorrectly, a report will be made available. Please submit a remedy request at <http://help.unc.edu/>. The report will be emailed to you and will provide data including earnings codes, the correct and incorrect Accounts involved, the amounts, and additional chartfields that are part of the transactions. Should you conclude that some corrections to the recorded transactions are essential; a journal entry may be submitted.

Thank you.