



Office of the State Comptroller  
**PAYROLL BULLETIN**

Subject  Instructions for Employees with Federated Funds Transferring	Bulletin No. P-605
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This Bulletin contains instructions for processing Federated Funds for employees transferring between agencies.

Since it can not be assumed employees transferring to another New York State Agency wish to continue contributing to the same SEFA organization, we can not automatically transfer this deduction. Payroll Officers should contact employees transferring into their agency to determine if the employee wishes to continue SEFA deductions. If the employee wishes to continue the deduction, an AC-1040 must be submitted to start the deduction in the new agency. A new authorization card must be filed with OSC when the employee changes his contribution to another SEFA organization.

Additional authorization cards may be obtained by contacting the OGS Counsel's Office at (518) 474-5607.