

PAYROLL USERS GROUP NEWS

Issue No. 25

Issue Date: 9/6/2023

WELCOME

From Wil Tomlin
Director of State Payroll Services

Welcome to the latest issue of the of the Payroll Users newsletter. What better way to start off than to say Happy National Payroll week!! This year's theme is "We Just Got Paid" so it seems befitting to offer up a tremendous **THANKYOU** to everyone who contributes toward paying the New York State workforce correctly and on time! It's been no small task to consistently meet this challenge considering the many changes we are facing in staffing levels, compensation, technology, security, fraud, vendors/contracts, and laws, rules, and regulations, just to name a few. Regardless of such hurdles, our teams have time and time again come together to accomplish our goal. Maybe it's not communicated often enough, but our work is important, and I think we can all agree, very much appreciated.

As summer winds down, the work continues, as we process newly settled contracts and associated payments. Please refer to the PayServ Bulletin Board and Payroll bulletins for effective and payment dates, as well as processing details. And believe it or not, we have already reached the time of year when we start Year-End planning and testing, so please pay close attention to the Year-End bulletins for details and related deadlines.

In addition, we are preparing for the 2023 Fall Conference, scheduled for the last week of October and first week of November. It will be held virtually again this year. Information regarding the offerings can be found at: [Office of Operations: 2023 Virtual Fall Conference | Office of the New York State Comptroller](#)

Finally, in July of this year, the NYS Office of the State Comptroller, Bureau of State Payroll Services, along with the NYS Department of Taxation and Finance, Division of Treasury, began utilizing a new financial institution for distributing NYS employees' payroll payments via direct deposit. This change in vendor has resulted in a few changes that may be visible to employees, including the timing of the distribution of the direct deposit transactions by the employees' individual financial institutions. Currently, some financial institutions are accepting and releasing direct deposit transactions for employees up to two days prior to the actual check dates. For example, on an Administration Payroll week where the paycheck date is typically on a

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Wednesday, some financial institutions may be distributing the funds to the employees as early as the Monday prior. It is important to note that although this change may now result in employees' routinely receiving their payroll funds prior to the payroll check date, the payroll check dates themselves have not actually been changed.

Thank you for all your efforts!
Wil

WHAT'S NEW

Office of Operations -Virtual Fall Conference

October 23 - November 3, 2023

This year's Fall Conference offered by the New York State Comptroller's Office of Operations will be held virtually from October 23- November 3.

NEW DIRECT DEPOSIT GUIDANCE, DIRECT DEPOSIT FORM AC 2772, AND AGENCY ACTIONS

As a result of Chapter 442 of the Laws of 2022, State Payroll Services released a new Direct Deposit form, AC 2772, along with additional guidance to comply with the law. Please refer to Payroll Bulletin 2086 for specific instructions.

DIRECT DEPOSIT STUBS

OSC will continue to mail Direct Deposit stubs directly to all employees in an effort to reduce handling and employee interactions. Please encourage your employees to opt out of receiving paper advice statements and instead access their statements via NYSPO.

If agencies have any questions regarding paper pay checks, these should be directed to the Division of Treasury.

EXTENDED PAYSERV HOURS

Please refer to the PayServ Bulletin Board for updates to PayServ access.

PAYROLL SERVICES DIRECTORY

OSC publishes a Payroll Services Directory on the PayServ Bulletin Board that explains the functions of each unit within the Bureau of State Payroll Services and provides contact information for each unit. Agencies should consult this Directory to determine where questions should be directed before reaching out to OSC for assistance. Thank you for your cooperation.

Please note: OSC has made the conversion to Teams calling. As a result, individual staff phone numbers have changed. Please refer to the Agency Auditor Listing for your auditor's new number. Updates will be made to the Payroll Services Directory. The prior VOIP phones are no longer in use.

UPCOMING DEADLINES

2022-2023 Agency Submission Schedule

Note: OSC State Payroll Services Confirm the Payroll Wednesdays each week. This means Certification issues that warrant direct deposit disables need to be fixed no later than 10:00 am on Wednesdays. If you are having an issue, please contact a Payroll Earnings supervisor.

Payroll Calendars

The [April 2023 – April 2024 Payroll Calendars](#) are available on the OSC website.

GENERAL INFORMATION

In order to protect employee's personal information, Social Security numbers must **NEVER** be included in emails. If a Social Security number is included in a screen shot, agencies must redact/blackout the number before sending.

BULLETIN BOARD MESSAGES

PayServ Hours - PayServ is available:

Monday - Friday from 7:00am until 6:00pm

08/21/2023 - New Geographic Pay Differentials and Increased Hiring Rates The Division of the Budget has approved new Geographic Pay Differentials (Civil Service Law Section 130.7) and/or Impractical to Recruit Increased Hiring Rates (Civil Service law Section 130.4) effective 08/17/2023 (Administration) and 08/24/2023 (Institution) for employees in vocational rehabilitation counselor, teaching hospital sterile supply technician, and teaching hospital surgical technologist titles at certain agencies.

Agencies should refer to the Department of Civil Service Salary Differentials Search Engine for additional information including titles and payment amounts. Agencies must submit transactions in PayServ for all eligible employees to effectuate payment.

- Geographic Pay Differential – agencies must submit transactions on the Additional Pay page using Earnings Code GEO, the appropriate effective date and must submit any necessary adjustments.
- Impractical to Recruit Increased Hiring Rate – agencies must submit a Pay Change on the Job Action Requests page using the appropriate effective date, Reason Code 130 (Incr HR 130.4), the appropriate salary and updated increment code.

Removal Date: 09/30/2023

08/18/2023 – 2022 and 2023 Workers' Compensation Clean Ups – OSC will process Workers' Comp Clean Ups in September to correct taxes for employees with late changes to their 2022 and 2023 Workers' Comp leaves. Agencies are asked to enter any outstanding 2022 and 2023 Workers' Compensation leaves or Correct History requests by COB Friday, 09/01/2023. Questions can be directed to WorkersComp@osc.ny.gov.

Removal Date: 09/04/2023

08/16/2023 - Early Cutoffs/Changes - The following pay period will be processed on an accelerated schedule due to the Labor Day Holiday:

Administration Pay Period 11 Lag/12 Current

The **Automated Interface** cutoff is scheduled for **Monday, August 28, 2023**.

The **On-Line Transactions** cutoff is scheduled for **Tuesday, August 29, 2023**.

The **Time Entry** cutoff is scheduled for **Tuesday, August 29, 2023**.

Please refer to Payroll Bulletin #2107 *Schedule for Agency Payroll Submission and Availability of Reports and Files*, issued February 17, 2023, for more information on this and future accelerated schedules

Removal Date: 09/05/2023

08/01/2023 - April 2023 Management/Confidential (M/C) and Public Employees Federation (PEF) 3% Salary Increase: OSC will automatically process the April 2023 3% salary increase for eligible M/C and PEF employees in paychecks dated 08/30/2023 (Administration) and 09/07/2023 (Institution). Control-D report NHRP709 - Mass Salary Increase Exception Report will be available on 08/03/2023 (Administration) and 08/10/2023 (Institution) and will include both M/C and PEF employees. Please refer to Payroll Bulletin No. 2144 for additional information regarding the M/C salary increase. Payroll bulletins regarding the PEF salary increase and the M/C salary increase for the State University Construction Fund will be issued shortly.

Removal Date: 09/06/2023

06/20/2023 - Garnishment NBEN744 Control D Report - As a general reminder and in anticipation of the student loan pause ending, we are reminding agencies of the NBEN744 Employee Report of Child Support, Bankruptcy, Creditor Garnishments and Federal Levies, Child Support/Chapter 13 Bankruptcy Control-D report. Per [Payroll Bulletin 2003](#), agencies are required to review, print, and distribute this information to their employees on a weekly basis as it contains information regarding their payroll deductions. Questions regarding the Control-D report may be directed to payrolldeduction@osc.ny.gov.

Removal Date: 12/21/2023

EARNINGS

○ **Payroll Bulletin No. 2129.2 (CSEA Non-Pensionable Lump Sum Payment):**

- As noted in the Recently Issued Payroll Bulletins section of this newsletter, Payroll Bulletin No. 2129.2 was revised to include the following information:
 - Expansion of Eligibility Criteria to accommodate employees transferring between eligible bargaining units.
 - Identification of ineligible employees.
 - Instructions to reduce original payment amount and collect overpayments.

○ **Standby On-call Payments:**

- In order for employees to receive Standby On-call payments, they must be on a roster approved by New York State Division of the Budget (DOB). Agencies must not submit payments in Payserv prior to receiving the approved DOB roster.

○ **Directing Questions to OSC Teams:**

- Questions related to annualized Executive agency employees' salaries such as Promotions, Demotions, Budget Director Approvals, Rehires, Pay Changes, Traineeships, Transfers, Longevity Payments, Increment Codes, and Reallocations should be directed to the **Payroll Earnings mailbox**, with *Attention Salary* included in the subject line.
- Questions related to earnings such as Leave of Absences, Return from Leaves, Time Entry Payments (Overtime, S3Gs, Extra Service, etc.), Additional Payments (Additional Pay Adjustments, ALR, CED, QXXs, BNP, etc.) should be directed to your **OSC Payroll Auditor**.
 - The Auditor Contact list can be found here: [agency_assignments.pdf \(state.ny.us\)](#)
- The following link provides additional contact information for various other questions/concerns: [PayServ W1 \(state.ny.us\)](#)

○ **Lost Time Recovery:**

- When all lost time entered in a pay period cannot be recovered in full because the employee does not have enough positive earns to recover the full sum of the negative lost time, OSC must adjust the amount of lost time taken. When this situation occurs, the adjustment to the Lost Time will appear on the Agency Correction Sheet Control-D Report (NPAY776).
 - Agencies must review the NPAY776 to identify these situations.
 - For employees still in state service, the remaining lost time must be taken in subsequent pay period(s) via Time Entry when the employee has positive earnings to cover some or all of the remaining negative lost time.
- **Manually Ending Additional Pay Earnings:**
- When an employee is no longer eligible to receive an Additional Pay earnings, the agency must insert a row on the Additional Pay page at the Effective Date level for the affected Additional Pay earnings code. The Effective Date and End Date on the inserted row must be the last day the employee is eligible to receive the Additional Pay earnings.
 - For example, if an employee currently receiving Earnings Code LOC becomes 60%/part-time on 3/29/2021 and as a result is no longer eligible to receive these earnings, a row must be inserted on the Additional Pay page at the Effective Date level of Earnings Code LOC with an Effective Date and End Date of 3/28/2021 in order to correctly end the Additional Pay earnings.
- Note:** When end dating an Additional Pay record as the result of a change to the employee's job record, the row inserted on the Additional Pay page must be entered in the same pay period as the transaction on the Job Data page but prior to entering the Job Data transaction.
- **Transactions Entered after Cutoff:**
- The Bureau of State Payroll Services has noticed a substantial number of Additional Pay, Job Request and Time Entry transactions being entered after the established agency submission deadlines each pay period.
 - As a reminder, a bulletin is issued annually containing the Schedule for Agency Payroll Submission which outlines each pay period's submission deadlines. The Fiscal Year 2023-2024 Submission Schedule is located in [State Agencies Bulletin No. 2107 | Office of the New York State Comptroller](#)
 - Any updates to the submission schedule will be posted accordingly to the PayServ Bulletin Board.
 - It is imperative any urgent late transactions to be entered after the established deadlines receive OSC auditor approval prior to submission.
 - Late transactions entered without approval from an OSC Auditor risk a possible overpayment or underpayment if the auditor is unaware and unable to review the transaction accordingly.
 - Late transactions without prior approval are subject to deletion without notification to the agency.
- **Implementation Plan Required Before Processing New Payments:**
- When a new payment is approved, including, but not limited to, a 130.4 Impracticable to Recruit, Title Structure Reallocation, new or changing salary differential amount, or new overtime rate, OSC and the agency must discuss and agree upon an implementation plan before an agency can process any updates to the PayServ records of affected employees.
 - Processing schedules, available resources, applicable programming development, updates to position information, and outstanding questions regarding the payment are some things to consider when developing an implementation plan. Once the implementation plan is in place, OSC will communicate next steps to the agencies including payment dates.
- **Payments Made Pursuant to Settlement Agreements, Arbitration Awards or Court Orders**
- If an employee is owed back or front pay due to a settlement agreement, arbitration award or court order, OSC must review and approve the payment prior to the agency entering transactions into PayServ. OSC

will question any transaction submitted without approval that appears to provide an employee back pay or front pay relating to one of these documents and may delete the transaction or ask the agency to return the employee to their prior status. OSC will also advise the agency to review Payroll Bulletin 1217 - New Requirements and Procedures for Processing Salary Payments Pursuant to Court Orders, Awards and Settlement Agreements which provides the full procedure for submitting these payments. Once the required documentation is received in the Payroll Salary Awards mailbox, OSC will work with the agency during the review and payment process.

- If the employee has returned to work after a settlement or award has been signed, the agency may restore the employee to the payroll for the current pay period or the date the employee truly returned to work and began performing services for the agency, whichever is sooner, while the back pay is under review. If the return-to-work date is retroactive, the agency must enter a comment explaining the reason for the retroactive transaction.
- **Control -D Report NPAY776:**
 - Agencies must review the Control-D Correction Sheet Report (NPAY776), each pay period, to review any changes made by OSC to an employee's record, comments, or instructions for transactions that the agency will need to enter in a future pay period.
- **Action /Reason Codes:**
 - Agencies should verify they are using the correct Action/Reason codes when entering transactions, especially when submitting a request for an increased Hiring Rate.

DEDUCTIONS

- **Direct Deposit / AC230 Team / General Deductions:**
 - The escheatment of 2021 payroll check has been completed and all outstanding payroll checks issued in 2021 have been transferred to the Office of Unclaimed Funds (OUF). If employees are using OUF's online system, the funds may not be visible for several months. The Outreach and escheatment process for 2022 NYS payroll checks will begin in September. Please refer to Payroll Bulletin 2152 for additional information.
 - OSC will begin mailing outreach letters in September in preparation for escheatment of the 2022 Uncashed NYS Payroll Checks. If the employee is entitled to the uncashed check(s), the letter should be completed and returned to OSC per the instructions included on the outreach letter. Checks for entitled employees who complete and return the letter to OSC prior to January 1, 2024 will be reissued and mailed to the employee's address. Checks that remain uncashed as of April 2024 will be stopped and the funds remitted to the New York State Office of Unclaimed Funds (OUF). More information can be found in [Payroll Bulletin 2152](#), Outreach and Escheatment of 2022 Uncashed NYS Payroll Checks.
 - Effective February 1, 2023, the Request Direct Deposit Panel remains locked from Wednesday afternoons to Thursday afternoons while calc/confirm processes complete. The direct deposit cut off on the Agency Submission Schedule has been temporarily extended from Friday COB to Monday COB during this time. When entering a direct deposit, the Effective Date should be changed to reflect the first day of the pay period for the next unconfirmed check only. If the change is for a future check, please reference the Agency Submission Schedule to determine when you should be making the changes. For example, if making a change to the Institution Lag check date of 2/23/2023, you should enter the change between Thursday afternoon, 2/2/2023 and Monday, 2/13/2023. The Effective Date entered should be 1/26/2023.
 - Direct Deposit Audit Access Roles- OSC has identified multiple agencies who have no agencies users listed with the Direct Deposit Audit Role. Please refer to Payroll Bulletin 2094 and ensure that your agency has the required ability to Audit all Direct Deposit entries.
- **Retirement and Savings Plans:**

- The New York State Teachers' Retirement System (NYSTRS) is expected to update the Tier 6 two-year lookback rate changes for the first pay period in July 2023. Questions regarding changes in retirement contributions may be directed to NYSTRS.
 - The Secure 2.0 Act was passed by the U.S. Congress in December 2022 to encourage employers to offer increased retirement plan benefits and to motivate employees to participate in saving for their future. Secure 2.0 also includes changes to the taxability of certain catch-up contributions for employees age 50 and over, earning more than \$145,000 in the previous tax year. These changes were to be effective on January 1, 2024. While OSC has been meeting regularly with all of our retirement systems to prepare for these changes, the IRS recently announced an administrative transition period, delaying the catch-up changes until January 1, 2026 to provide employers additional time to implement these changes.
- **Customer Service & Garnishments:**
- Agencies should be mindful when entering or updating employee names and addresses in PayServ. Special characters and extra spaces are problematic for W-2 and check processing.
 - The U.S. Department of Education announced the pause on student loan repayment, interest, and collections has ended. Interest accrual will begin September 1, 2023 and repayments will begin in October 2023. The team continues to monitor the situation for any future announcements should they be made.

TAX & COMPLIANCE

- **Audit and Compliance Team:**
- Agencies should be reviewing the NTAX723 Control-D report each pay period to determine if an employee is paying New York City (NYC) taxes and not living in NYC or they are living in NYC and not paying NYC taxes. Please refer to payroll bulletin 1845 for more information.
 - Agencies should use the most current Prior Year Social Security and Medicare Tax Refund Certification form AC3206 found on the OSC website. Please review State Agencies Bulletin No. 1364 for additional information.
 - OSC is continuing to issue corrected W-2s for the years 2020-2022. As always, all due dates for AC3206 batches are reflected on the PayServ bulletin board.
- **Workers' Compensation Team:**
- Agencies should be reminded that any Workers' Compensation related Correct History requests should be submitted using Job Action Request > Data Change with reason code WCR. Please refer to Payroll Bulletin #1945 for further information.
 - The Workers' Comp team will be presenting at the 2023 OSC Fall Conference. We encourage all invitees to attend to learn more about Entering Job Action Requests for Workers' Compensation Leave Corrections.
 - OSC has completed WC Clean Ups for 2020, 2021, and 2022 to correct taxes for employees with late changes to their Workers' Comp leaves. Please review the PayServ Bulletin Board for more information regarding these batches.

- OSC will process Workers' Comp Clean Ups in September to correct taxes for employees with late changes to their 2022 and 2023 Workers' Comp leaves. Agencies are asked to enter any outstanding 2022 and 2023 Workers' Compensation leaves or Correct History requests by COB Friday, 9/1/2023.
- The Workers' Comp team recently provided each agency with a list of their employees who are currently shown as out on Workers' Comp leave in PayServ. Agencies should review these lists to ensure that each leave is accurate and up to date. If corrections are needed, please make the necessary changes, or submit a Job Action Request to correct the employee's history. Questions can be directed to WorkersComp@osc.ny.gov.

SYSTEMS SUPPORT GROUP

○ New York State Payroll Online (NYSPO)

- The SSG NYSP0 team is currently in the testing phases of the NYSP0 Address Update project. NYS Employees will be able to soon update their Home, Mailing, and Check address directly on NYSP0. Please email payrollsystemquestions@osc.ny.gov if you have any questions regarding this project.

RECENTLY ISSUED PAYROLL BULLETINS

State Agencies

2118	Leap Year Salary Calculation for Fiscal Year 2023-2024
2119	April 2023 Security Performance Advances
2120	April 2023 Civil Service Employees Association (CSEA) Performance Advances
2121	April 2023 Civil Service Employees Association (CSEA) 3% Salary Increase
2122	Automatic System Termination of Employees Not Paid for More Than One Year
2123	April 2023 Public Employees Federation (PEF) Performance Advances
2124	Paycheck Distribution for the April 12, 2023, Administration Cycle Paychecks
2125	New Temporary Compensation Payment for Certain Employees Represented by the Civil Service Employees Association (CSEA)
2126	Paid Parental Leave Full
2127	Reporting Line Number and Budget Year Changes for Fiscal Year 2023-2024
2128	New Deduction Code 511 New York State (NYS) Ride Pre-Tax Parking
2129	Civil Service Employees Association (CSEA) Signing Bonus for the 2021-2026 Contract Agreement
2130	Paycheck Distribution for the April 20, 2023 Institution Cycle Paychecks

2131	2022-2023 Public Employees Federation (PEF) Firearms Training and Safety Incentive Program Payment
2132	2022-2023 Uniform Maintenance Allowance for Employees in the Fire Protection Specialist Title Series Represented by the Public Employees Federation (PEF)
2133	Paycheck Distribution for the April 26, 2023, Administration Cycle Paychecks
2134	Paycheck Distribution for the May 4, 2023, Institution Cycle Paychecks
2135	April 2023 Increase to Hazard Duty Pay for Employees Represented by the Civil Service Employees Association (CSEA)
2136	New Earn Code TBA (Tax Balance Adjustment) to correct Q22 overpayments recovered in paycheck dated January 4, 2023.
2137	Updating PayServ Chartfield Strings for June Lapsing Events.
2138	April 2023 Management/Confidential (M/C) Performance Advances
2139	April 2023 Management/Confidential (M/C) Longevity Lump Sum (LLS) Payment
2140	Procedures for Processing 2023 Summer Session Payments for Institution Teachers
2141	Tier 6 Pensionable Overtime (OT) Earnings Limit for Plan Year 2023 for Employees Enrolled in the New York State Teachers' Retirement System (TRS)
2142	Tier 5 Maximum Salary Limit and Pensionable Overtime (OT) Earnings Limit for Plan Year 2023 for Employees Enrolled in the New York State Teachers' Retirement System (TRS)
2143	2023 CSEA Tool Allowance Payment
2144	April 2023 Management/Confidential (M/C) Retroactive Salary Increase
2145	SFS Chartfield Strings in PayServ with 09/15/2023 & 09/30/2023 lapse dates
2146	April 2023 Retroactive Increases to Location Pay and Location Mid-Hudson Pay for Eligible Employees Designated Management/Confidential (M/C)
2147	April 2023 Retroactive Increases to Location Pay and Location Mid-Hudson Pay for Eligible Employees Represented by the Public Employees Federation (PEF)
2148	Management/Confidential (M/C) 2023 Non-Pensionable Lump Sum Payment
2149	April 2023 Public Employees Federation (PEF) Retroactive Salary Increase
2150	October 2023 Civil Service Employees Association (CSEA) Longevity Lump Sum (LLS) Payment
2151	Restoration of Contract Pay and Additional Pay for 21P Institution Teachers, • Payment of CAL and 21P Institution Teachers in the 2023-2024 Semesters, • Termination of Summer Session Jobs for Institution Teachers
2152	Outreach and Escheatment of 2022 Uncashed NYS Payroll Checks

2153	September 2023 Public Employees Federation (PEF) Performance Advances and Increment Code Updates for Comp Rate Codes 21P and CAL
2154	October 2023 Civil Service Employees Association (CSEA) Performance Advances
2155	October 2023 Public Employees Federation (PEF) Performance Advances
2156	Change in Maintenance Rates for Employee Housing and Meals
2157	2023 Work-Related Clothing Allowance for ASU Employees, in the Title of Racing Inspector, Represented by the Civil Service Employees Association (CSEA)

State Agencies (Reissued/Updated)

2129.1	Civil Service Employees Association (CSEA) Signing Bonus for the 2021-2026 Contract Agreement
1971.3	Direct Deposit Guidance and Audit Query
2052.2	Health Care and Mental Hygiene Worker Bonuses for State Employees
2126.1	Paid Parental Leave Full
2129.2	Civil Service Employees Association (CSEA) Non-Pensionable Lump Sum Payment for the 2021-2026 Contract Agreement
2126.2	Paid Parental Leave Full
2148.1	Management/Confidential (M/C) 2023 Non-Pensionable Lump Sum Payment

CUNY

CU-761	Automatic System Termination of CUNY Employees Not Paid Since the Prior Fall Semester
CU-762	CUNY NYS Paid Family Leave Additional Bargaining Units
CU-763	City University of New York (CUNY) Health Benefits Buy-Out Waiver Program for Payment Cycle of 01/01/2023 – 06/30/2023
CU-764	CUNY June 2023 Uniform Allowance Payment
CU-765	New York State Payroll System (PayServ) – CUNY Fiscal Year End (FYE) Rollover of Position Pool Chart of Accounts
CU-766	July 2023 City University of New York (CUNY) Increments
CU-767	New York State Nurses Association (NYSNA) Dues Increase
CU-768	2023 City University of New York (CUNY) Research Foundation Grant Payments for Summer Research

[CU-769](#) City of New York Health Benefit Rate Changes

Housing

[DH-126](#) October 2023 District Council 37 (DC 37) Rent Regulation Services Unit (RRSU) Longevity Lump Sum (LLS) Payment

[DH-127](#) October 2023 District Council 37 (DC 37) Performance Advances

OTHER

[Other-67](#) April 2023 State University Construction Fund (SCF) Civil Service Employees Association (CSEA) 3% Salary Increase

[Other-68](#) State University Construction Fund (SCF) Civil Service Employees Association (CSEA) Signing Bonus for the 2021-2026 Contract Agreement

[Other-69](#) April 2023 State University Construction Fund (SCF) Management/Confidential (M/C) Longevity Lump Sum (LLS) Payment

[Other-70](#) April 2023 State University Construction Fund (SCF) Management/Confidential (M/C) Performance Advances

[Other-71](#) October 2023 State University Construction Fund (SCF) Civil Service Employees Association (CSEA) Longevity Lump Sum (LLS) Payment

[Other-72](#) April 2023 State University Construction Fund (SCF) Management and Confidential (M/C) Retroactive Salary Increase

[Other-73](#) October 2023 State University Construction Fund (SCF) Civil Service Employees Association (CSEA) Longevity Lump Sum (LLS) Payment

OTHER (Reissued/Updated)

[Other-68.1](#) State University Construction Fund (SCF) Civil Service Employees Association (CSEA) Signing Bonus for the 2021-2026 Contract Agreement

State Police

[SP-236](#) 2023 State Police Education Payment

SUNY

[SU-340](#) Reallocation of SUNY Teaching and Research Center Nurse Titles

[SU-341](#) Agency actions required for the Fiscal Year 2021-22 New York State Teachers Retirement System (NYSTRS) Reconciliation Project

[SU-342](#) SUNY Paid Parental Leave Full

[SU-343](#) New York State Payroll System (PayServ) – SUNY Fiscal Year End (FYE) Rollover of Position Pool Chart of Accounts

[SU-344](#) 2023 SUNY Summer Sessions Payments

[SU-345](#) Leap Year Salary Calculation for Fiscal Year 2023-2024 for SUNY CAL and CYF Employees.

[SU-346](#) • 2023 Restoration of Contract Pay and Additional Pay for SUNY 21P Employees, • Payment of CAL and 21P Employees in the 2023-2024 Semesters, • Termination of Summer Session Jobs

Transportation

[DOT-42](#) 2023 Call-Out Response Payment for Fiscal Year 2022-2023

Courts

[UCS-320](#) April 2023 State of New York Unified Court System (UCS) Salary Increase and Overtime Meal Allowance Increase

[UCS-321](#) April 2023 State of New York Unified Court System (UCS) Increments and Longevity Increments.

[UCS-322](#) Reintroduction of Unified Court System CSEA Longevity Steps

[UCS-323](#) April 2023 Unified Court System (UCS) Longevity Bonus (JLO)

[UCS-324](#) April 2023 Unified Court System (UCS) Judicial Longevity Payment (JLP)

[UCS-325](#) April 2023 Unified Court System (UCS) Security and Law Enforcement Differential Payment

[UCS-326](#) Suffolk County Court Employees Association Dues Increase

[UCS-327](#) April 2021, April 2022, and April 2023 State of New York Unified Court System (UCS) Senior Officer Series Differential Payment (SOS) Increases.

[UCS-328](#) April 2022 and April 2023 State of New York Unified Court System (UCS) Location Pay and Location Pay Mid-Hudson Increases.

[UCS-329](#) June 2023 Uniform and Equipment (Uniform) Allowance and Maintenance (Uniform Blazer) Allowance Payments

[UCS-330](#) April 2022 Retroactive UCS Uniform and Equipment Allowance and Maintenance (Blazer) Allowance Payment Increase and Change in Pension Status

Courts (Reissued/Updated)

[UCS-319.1](#) Retroactive April 2022 UCS SLED Payment Increase

If you would like to be added to the bulletin distribution list, please email: payroll@osc.ny.gov.

CONTACT US

MAINTAIN CONTACT INFORMATION

Now more than ever accurate contact information is crucial. To ensure you receive up to date information,

If you are unable to connect to PayServ, please email the OSC Network Team at:

OSC_NetworkServices@osc.ny.gov

General Inquiries:

Payroll@osc.ny.gov

Deduction/Garnishments:

PayrollDeduction@osc.ny.gov

Earnings:

PayrollEarnings@osc.ny.gov

Tax and Compliance:

TaxandCompliance@osc.ny.gov

System Questions:

PayrollSystemQuestions@osc.ny.gov

Position Management:

PositionManagement@osc.ny.gov

Query Help:

queryhelp@osc.ny.gov

For additional assistance, please consult the Payroll Services Directory on the PayServ Bulletin Board for contact information by section.

please review and update your agency's contact information in InterTrac/MACROS.

[Modify InterTrac/MACROS](#)

NEXT ISSUE

Please send your questions and suggestions of what you would like to see in our next issue to Jennifer Corbett at: MJCorbett@osc.ny.gov.