Payroll Enhancement Project
Office of the State Comptroller
Bureau of State Payroll Services

Searching in the Employee Tax Distribution Page

As a result of the PayServ EMPLID conversion to a non-SSN based EMPLID, new search procedures are provided for the Employee Tax Data page:

To search for an individual using the Employee Tax Data Page:

1. Navigate to the **Payroll for North America > Employee Pay Data USA > Tax Information > Update Tax Distribution** search page
2. On the **Update Tax Distribution** page enter the search fields that are available. Note that the **SSN** has been added as a search field. Enter a full or partial SSN to retrieve a record.