

STATE CONTROLLER'S OFFICE  
PERSONNEL/PAYROLL SERVICES DIVISION  
P. O. BOX 942850  
Sacramento, CA 94250-5878

DATE: April 3, 2007

TO: All Agencies and Campuses in the Uniform State Payroll System

FROM: DON SCHEPPMANN, Chief  
Personnel/Payroll Services Division

RE: **PAYROLL PROCEDURES MANUAL – MARCH REVISION # 03 – 07**

The Internet version of the Payroll Procedures Manual (PPM) has been updated and the sections below have been replaced with the current PDF version for March 2007. The manual can be obtained by accessing the State Controller's Office public website at: <http://www.sco.ca.gov/ppsd/ppm/index.shtml>.

Vertical revision bars in the right margins indicate additions, deletions, or changes. Revision bars are not inserted for format and minor grammatical changes.

The revised sections for the March 2007 PPM are provided below.

Section B - Deduction and Organization Codes - revised.

Section G - G-105, Miscellaneous Payment Processing Chart – revised.

G-830, Out of Class Assignment Pay Determination for Represented/Excluded Employees Chart- revised.

PLEASE NOTE:

Effective November 20, 2006, the State Controller's Office changed to the Automated Listserv Management System (Listserv), replacing the Majordomo Automated List Management System (Majordomo). Please refer to [Personnel Letter 06-019](#) for further information. For instructions to subscribe or unsubscribe go to: <http://www.sco.ca.gov/ppsd/ppm/index.shtml>.

If you have any comments/suggestions or questions that would benefit the PPM, please contact Terri Yarbrough at (916) 322-1245 or via email at [tyarbrough@sco.ca.gov](mailto:tyarbrough@sco.ca.gov).

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