

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

DATE: July 1, 2013

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

FROM: Lisa Crowe, Chief
Personnel and Payroll Services Division (PPSD)

RE: **PAYROLL PROCEDURES MANUAL (PPM) – JUNE 2013 REVISION - #13-06**

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 June 2013. The manual can be obtained by accessing the State Controller's Office [public website](#).

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 June 2013 PPM are provided below.

<u>SECTION</u>	<u>REVISION</u>
Glossary/Acronym:	99 and Full Month, added.
Section B:	023: Code 050 – Parking Organization Codes, Org Codes 153 and 161, updated.
Section B:	028: Code 089 – Dues Association Organization Codes, Org Codes 039, 050, 055 and 056, updated.
Section B:	031: Organization Codes, Codes 153 and 161, updated.
Section C:	501 through 508: Deleted 501, 505, and 506, renumbered, and updated.
Section D:	002: Maximum Time for Pay Period Each Position, updated.
Section I:	009: Exemptions, deleted.

PLEASE NOTE: Visit our [public website](#) for instructions to subscribe or unsubscribe to the Automated LISTSERV Management System (LISTSERV).

If you have any comments/suggestions or questions that will benefit the PPM, please contact Alice Contreras at 916-322-0683 or via email: acontreras@sco.ca.gov.

LC:AC:CSS