

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

DATE: September 13, 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) – AUGUST 2013 REVISION - #13-08**

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 August 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 August 2013 PPM are provided below.

<u>SECTION</u>	<u>REVISION</u>
Section B:	023: Code 050 – Parking Organization Codes, Org Codes 070 and 146, updated. Org Code 139, deleted.
Section B:	027: Code 088 – Dues Association Organization Codes, Org Codes 070 and 084, updated.
Section B:	028: Code 089 – Dues Association Organization Codes, Org Codes 002, 018, 030, 043, 048, and 049, updated.
Section B:	031: Organization Codes, Codes 352, 353, 354, and 360, updated.
Section B:	100: Alpha List of Active Agencies, updated.
Section B:	101: Numeric Listing of All Agency Codes, updated.
Section E:	803: Calculating SDI/Rates, updated.
Section H:	214: Retirement ID, Exclusion Amounts and State Share Rates, updated.
Section H:	225: Survivor Benefits, Introduction, updated.
Section H:	300: Levy on Earnings (Garnishment), Introduction, updated.
Section H:	317: Computation-Earnings Withholding Order for State Taxes, updated.
Section H:	323.1: Defaulted Student Loans, updated.

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