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

DATE: September 2, 2014

PAYROLL LETTER #14-012 (CIVIL SERVICE ONLY)

TO: All Agencies in the Uniform State Payroll System

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

RE: STATE DISABILITY INSURANCE SUPPLEMENTATION CALCULATOR

In our continuing effort to provide better customer service, the State Controller's Office (SCO) Personnel and Payroll Services Division is pleased to announce the addition of the State Disability Insurance (SDI) Supplementation calculator to the SCO website. The SDI Supplementation calculator has been developed to assist personnel and payroll staff in calculating SDI Supplementation benefits.

Please note that the SDI Supplementation calculator should always be used in conjunction with all applicable laws, rules, and bargaining unit contracts. The employee must provide their Human Resources office with copies of their SDI check stubs in order to obtain the employee's weekly SDI benefit. The employee's weekly SDI benefit is required to use the SDI Supplementation calculator.

The new SDI Supplementation calculator has been placed on the SCO <u>website</u> and is available for download. The spreadsheet contains only one tab for completion and instructions can be found at the bottom of the calculator.

Contacts

If you have any questions regarding this Payroll Letter or the SDI Supplementation Calculator, please contact the Customer Contact Center at (916) 372-7200 and select Option 2; select Option 4 for the Disability Unit Liaison.

LC:PPOB:jr