

USE THIS CHART ONLY WHEN DOING CORRECTIVE ACTIONS IN SECTION 9.

PAR ITEM DELETION CHART

STATE OF CALIFORNIA

005 SEQUENCE NUMBER _____ OF _____	
010 DOCUMENT PROCESSING NUMBER 0001	ROUTE TO DEPARTMENT OF SCO 051

1	FROM	SOCIAL SECURITY #	EMPLOYEE LAST NAME	FIRST NAME AND MIDDLE INITIAL	POSITION NUMBER				DEPT CODE	CB ID	COUNTY CODE	OTHER POSITION	BIRTH DATE	ANNIV DATE					
	TO	105	110	111	AGENCY	UNIT	CLASS	SERIAL	000	*EOF			140	145 MMYY					
2	FROM	TRANSACTION CODE	EFFECTIVE DATE AND HOURS	EMPLOYMENT HISTORY REMARKS				ESTABLISHED EARNINGS											
	TO	205	210 MMDDYY	0EOF	215	*EOF	IND	ID	IND	ID	IND	ID	IND	ID					
3	FROM	ACTUAL RATE	SALARY PER	PAY FREQ.	BASED ON SALARY	PLUS SALARY	EXPIRATION DATE OF PLUS SALARY	ANNIVERSARY DATE	ALTERNATE RANGE	PAYROLL STATUS	SHIFT DIFF.	SPECIAL PAY	WWG	PAY LETTER #	PAY LETTER EXPIRATION DATE				
	TO	305	306	308	310	315	320	325	330 MMYY	335	*	340	345	350	355	358	352		
4	FROM	TIME BASE	APPT. TENURE	#MOS	APPOINTMENT EXPIRATION		CERT #	TYPE OF LIST	PROBATIONARY PERIOD		MCR APPROVAL		SEX	ETHNIC ORIGIN	PRIOR STATE SERVICE	DISABILITY CODE			
	TO	405	410	415	418	418	425	428	430	435	435	440	445	450	455				
5	FROM	ACCOUNT CODE	SAFETY MEMBER	SURVIVORS BENEFITS	OASDI	RETIREMENT RATE (%)	OATH	NON-CITIZEN	MEDICAL CLEARANCE	FINGERPRINT	PROFESSIONAL LICENSE		JOB INCURRED INJURY						
	TO	505	515	520	525	530	545	550	555	560	565	570	575	580	585	590			
6	FROM	REASON FOR SEPARATION	PAY PERIOD	TIME TO BE PAID (NEW)			TIME TO BE PAID (OLD)			PAY IMMEDIATE	LUMP SUM TO BE PAID		LUMP SUM EXTRA HOURS		LUMP SUM PAY CODE	LUMP SUM	SEPARATION EXPIRATION DATE	FIXED MAINTENANCE FIRST/FINAL DED.	
			*EOF	00	000	00	00	000	00	S/L	000	0000	00	000	00	00	00	00	*EOF
	TO	603	605 MMYY	608 DAS	608	608	608	608	608	615	620 DAS	620	620	625 DAS	625	630	635	638	645
7	FROM	TOTAL STATE SERVICE			INTERMITTENT DATE & HOURS				SERVICE PAY PERIOD	REEMPLOYMENT LIST CLASS	LOG NO	REEMPLOY LIST ELIG							
	TO	705	MOS	HOURS	AS OF	1)*EOF / / THRU / *EOF / *EOF HRS	2)*EOF / / THRU / *EOF / *EOF HRS	3)*EOF / / THRU / *EOF / *EOF HRS	* *EOF	*EOF		*EOF							
8	FROM	When deleting line 8 Items, place an '*BOP' after the appropriate Item number.																	
	TO	805	(EXAMPLE: 871 *BOP)																
9	FROM	When deleting line 8 and 9 Items, place an '*BOP' after the appropriate Item number.																	
	TO	905	(EXAMPLE: 955 *BOP)																
BACKUP INFORMATION										REMARKS									
<input type="checkbox"/> ON FILE FOR AUDIT <input type="checkbox"/> SUBSTANTIATION IN REMARKS OR SEE ATTACHED																			

An asterisk entered in either box will delete data in both boxes.

INFORMATION ONLY: The PAR Item Deletion Chart indicates how information should be deleted. Do not delete an item if the Required/Conditional Chart does not allow an entry in the item or state that the information will automatically be deleted by the system.

EOF indicates ERASE TO END OF FIELD
 * Indicates a number zero