

Pay22 – Payroll Errors

About the Report

This report shows all errors for the pay date criteria specified

Purpose

The purpose of this report is to review and resolve errors.

Who Should Use

The payroll technicians would generally use this report when they are processing pay date.

Where to Find

This report is available in the HR/Payroll-Reports-Payroll activity.

It is also available from the Pay Status, Payroll Processing, and Adjust Pay activities.

This report can also be run automatically when payrolls are submitted, with the output going to the Report Warehouse.

Go to HR/Payroll – Reports – Payroll – Pay 22 Payroll Errors

The screenshot displays the configuration for the Pay22 Payroll Errors report. The interface includes a navigation bar with '038 - ABC' and 'HR / Payroll - Reports - Payroll'. Below the navigation bar, there are tabs for 'Request' and 'Report'. The 'Request' tab is active, showing a tree view of report sections:

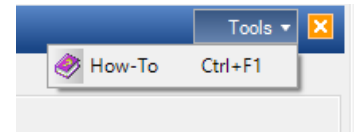
- 1 - Report**
 - Report Number: Pay22
 - Description: Payroll Errors
 - Report Sample: Pay22
 - Report Favorite ID: [lock icon]
- 2 - Limit report to Errors from this Pay Detail**
 - Starting Pay Date: 9/28/2018
 - Ending Pay Date: 9/28/2018
 - Pay Schedule Type(s):
 - Fiscal Year:
 - Pay Cycle(s):
 - Pay Period(s):
 - Paid Only?: No - do not limit errors selected based on Gross Check amount
 - Last Name(s):
 - SSN:
 - Employee Id(s):
- 3 - Limit Errors shown**
 - Error Category: [dropdown menu]
 - Limit Errors?: No - Do not limit errors selected based on Gross Check amount
 - Msg Codes:
- General**
 - Report Status:
 - Comment:
 - Distribution Group:

The 'Error Category' dropdown menu is open, showing the following options: General, Labor, PERS, and STRS. A red arrow points to this dropdown menu. An orange callout box on the right contains the following text:

Recommend to run for Labor Errors first, then run for all errors.

Labor errors MUST be cleared in order to process Payroll. All other errors should be reviewed and cleared.

Use Tools to help Resolve Errors. Go to How-To to search in Escape Documentation for “Resolving Pay Compute Errors”.



ESCAPE TECHNOLOGY
Release 18.02
[SEE 18.01 DOCUMENTATION](#)

Resolving Pay Compute Errors

Your search for "Resolving Pay Compute Errors" returned 6 result(s).

[Resolving Pay Compute Errors](#)

When you are adjusting payroll, you can see if your adjustments are causing any errors. After you select the Calculate Pay Now task (or close and reopen the form), if any errors occur, you can see them on the Other tab. Once you fix the errors and recalculate, the errors on the list will stop ...
<hr/Processes/Payroll Processing/ErrorResolution.htm>

This will provide a list of Codes, Error Message and Troubleshooting.

Category	Code	Error Message	Troubleshooting
		Save failed: Missing current or prior year liability accounts.	Occurs when processing payroll during year end for a clearing organization when the "Due From" org is SACS. To resolve, create liability accounts in clearing org for both (previous/next) fiscal years with Fund-Resource-Project Year-Object.
General	18	Position #<PosId>-<AssignmentId> salary schedule <SalarySchedId>/<SalarySchedCellId> could not be found using a pay period ending date of <PayPrdEndDate>.	The salary schedule cell specified in the assignment has ended. Check the date on the salary schedule and verify that it should have been ended. Fix the assignment if you have verified that the salary schedule setup is correct.
General	19	Position #<PosId>-<AssignmentId> Assignment is using a calendar <CalendarId> setup to use an Hourly / Daily calculation and the salary schedule's <SalarySchedId> conversion basis value, but this conversion basis value is set to 0.	There is a conflict between the calendar and the salary schedule specified for this assignment. Most likely the conflict is from the calendar setup. The Hourly/Daily field should only be set to yes when you want to use hourly rates from monthly schedules with hours per month or daily rates from annual schedules with days per year.

Example: Pay22 Payroll Errors by Pay Date

Pay22a

Payroll Errors by Pay Date

Pay Dates 09/28/2018 - 09/28/2018					
Employee Name	(ID) SSN4	Pay Cycle	Category	Msg Code	Message
Pay Date 09/28/2018					
[REDACTED]	[REDACTED]	CL2J/#3	Labor	6*	(BEXCL) Addon overlay Account #09-0000-0-0000-8210-5222-131-0000 can not be located for fiscal year 2019 (09-0000-0-0000-8210-2212-131-0000).
[REDACTED]	[REDACTED]	CL0A/#2	Labor	6*	(BEXCL) Addon overlay Account #01-0000-0-1110-2700-5222-156-0000 can not be located for fiscal year 2019 (01-0000-0-1110-2700-2411-156-0000).
[REDACTED]	[REDACTED]	CL1A/#2	Labor	57*	Contribution "DENTAL" is referencing account 01-0500-0-1140-1000-3442-107-E128 which is expired as of 03/30/17. Either enter an active account number or un-expire the account.
[REDACTED]	[REDACTED]		Labor	57*	Contribution "LIFE" is referencing account 01-0500-0-1140-1000-3462-107-E128 which is expired as of 03/30/17. Either enter an active account number or un-expire the account.
[REDACTED]	[REDACTED]		Labor	57*	Contribution "VISION" is referencing account 01-0500-0-1140-1000-3452-107-E128 which is expired as of 03/30/17. Either enter an active account number or un-expire the account.
[REDACTED]	[REDACTED]	CE0A/#2	Labor	57*	Contribution "VISION" is referencing account 07-0000-0-1140-1000-3451-127-9795 which is expired as of 06/30/15. Either enter an active account number or un-expire the account.
[REDACTED]	[REDACTED]	CL1A/#2	Labor	57*	Contribution "VISION" is referencing account 08-0000-0-1220-2420-3452-104-9795 which is expired as of 03/30/17. Either enter an active account number or un-expire the account.
[REDACTED]	[REDACTED]	CES/#6	Labor	56*	Total deductions amount of 105.59 does not match the amount distributed of {empty}. Possibly you need to set your earnings account to allow miscellaneous contributions/deductions liabilities to be setup.
[REDACTED]	[REDACTED]		Labor	33*	Total Contributions amount of 73.80 does not match the amount distributed of {empty}. Possibly you need to set your earnings account to allow miscellaneous contributions to be charged.
[REDACTED]	[REDACTED]		Labor	34*	Net pay amount of 619.41 does not match the amount distributed cash amount of {empty}. This problem might be caused by not having an earnings line that allows miscellaneous deductions to be charged out (Check the "Charge Benefits" settings).

Labor Errors must be cleared in order to process Payroll. Labor errors are generally caused by a missing or expired account code. The employee's record must be reviewed in Employee Management and/or Adjust Payroll depending on the District setup.

Pay Date 09/28/2018

[REDACTED]	CE0A/#2	General	28	Employee's setup will cause Direct Deposit to be sent and a payroll check to be generated.
[REDACTED]	CL0A/#2	General	23	Active payroll setup tax record could not be found.
[REDACTED]		General	24	Active payroll setup retirement record could not be found.
[REDACTED]	CL1A/#2	PERS	58	The MyCalPERS Member Id has not been setup for this employee.
[REDACTED]	CL1A/#2	PERS	58	The MyCalPERS Member Id has not been setup for this employee.
[REDACTED]	CL0A/#2	General	23	Active payroll setup tax record could not be found.
[REDACTED]		General	24	Active payroll setup retirement record could not be found.
[REDACTED]	CL0A/#2	General	40	ACH Deposit setup appears to have more than 100% distribution setup which caused an ACH amount to be negative during an auto balancing step. Because of this, an ACH amount will not be setup. You need to edit the setup of the employee's direct deposit setup to ensure no more than 100% is being distributed.
Can NOT have negative net pay on Regular or Supplemental Payroll. Be careful because this is a general error and will process		General	26	Employee has negative pay.
		General	42	Negative Gross Pay was encountered on a regular pay cycle. Possibly there is an assignment pay off problem or a negative earnings adjustments.
		CL1A/#2	PERS	58
[REDACTED]	CE0A/#2	STRS	32	(102-13(0)) STRS Matrix Error: The Earnings Amount exceeds the employee's retirement pay rate.

Review all errors General, PERS and STRS and resolve before payroll is processed

Pay Dates 09/28/2018 - 09/28/2018					
Employee Name	(ID) SSN4	Pay Cycle	Category	Msg Code	Message
Pay Date 09/28/2018					
[REDACTED]	[REDACTED]	CL1A/#2	General	44	Pos #1456 - 10 is setup using a calendar (CLAS10-1) with a special payroll calculation method and cannot be used in the STRS retirement system.
[REDACTED]	[REDACTED]	CL1A/#2	General	44	Pos #1302 - 10 is setup using a calendar (CLASS-SY) with a special payroll calculation method and cannot be used in the STRS retirement system.

All Orgs HR / Payroll - Setup - Assignment - Calendars

Calendars List Form

Delete Prev Next Close Cancel

Calendar

Calendar Information

1 - Schedule

Org Id	
Fiscal Year	2019 {2018/2019}
Calendar	2R172
Description	Classified 10 month
Contract Begin Date	8/15/2018
Contract End Date	5/31/2019
Contract days	190.00
Hrly/Dly	No
Basis	None
Manual Opt	No
Pay Calc Opt	Pay Actual Days in first pay period
Roll Forward To Next Year	Yes
Comment	

Error is due to STRS Member working in Classified position with Calendar setup as "Pay the Days"



Pay Date 09/28/2018

[REDACTED]	BENE/#3	General	25	This employee has been setup for a last pay check as of 06/29/2018.
[REDACTED]	BENE/#3	General	25	This employee has been setup for a last pay check as of 06/29/2018.

Red Flag
Possible Terminated Employees being paid

Pay Date 09/28/2018

[REDACTED]	CL0A/#2	PERS	53	This employee works 0.5 FTE or greater on this payroll and does not have an active retirement member status. Check the PERS retirement setup record for this employee.
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Review Retirement Reports for Qualifications

Pay Date 09/28/2018

[REDACTED]	CL1A/#2	General	20	(VAC) Addon pay rate can not be calculated because either the Rate 1 Amount (\${empty}) or Rate 2 Amount (\$1.00) can not be determined.
		General	20	(VAC) Addon pay rate can not be calculated because either the Rate 1 Amount (\${empty}) or Rate 2 Amount (\$1.00) can not be determined.
		General	20	(VAC) Addon pay rate can not be calculated because either the Rate 1 Amount (\${empty}) or Rate 2 Amount (\$1.00) can not be determined.

VAC Addon not calculating
Review Addon setup

Pay Date 09/28/2018

[REDACTED]	CL0A/#2	General	29	(CSEA) Deduction of \$2.07 could not be taken because the employee's net pay would have been negative (\$-102.56).
		General	29	(GARN) Deduction of \$218.00 could not be taken because the employee's net pay would have been negative (\$-100.49).
[REDACTED]	BENE/#3	General	29	(VISPOST) Deduction of \$3.57 could not be taken because the employee's net pay would have been negative (\$-337.61).
		General	29	(RETDENT) Deduction of \$31.50 could not be taken because the employee's net pay would have been negative (\$-334.04).
		General	29	(RETCVT) Deduction of \$302.54 could not be taken because the employee's net pay would have been negative (\$-302.54).
		General	25	This employee has been setup for a last pay check as of 06/30/2017.
[REDACTED]	BENE/#3	General	29	(RETDENT) Deduction of \$72.00 could not be taken because the employee's net pay would have been negative (\$-72.00).
		General	25	This employee has been setup for a last pay check as of 06/30/2017.
[REDACTED]	BENE/#3	General	29	(RETHW) Deduction of \$899.25 could not be taken because the employee's net pay would have been negative (\$-899.25).

Deductions could not be taken, review if need to collect from employee.

Voluntary Deductions are first to be removed when not enough earnings.

Pay Date 09/28/2018

██████████ CE0A/#2 STRS 32 (DOCKD) STRS Matrix Error: Earnings must be positive; Contribution Amount must be positive;

Differential Pay Docks cause negative earnings
Retirement section should be overridden to the employee's pay rate

STRS RETIREMENT DETAIL		M	Assn	Pay Rate	Pay Cd	Earnings
		B	Code			
		R				
	POSITION #13-12(0)	1	54	5,651.50	3	5,651.50
	ADJUST (DOCKD) Differential Dock	1	54	256.29	3	4,869.51-
	Retirement Total					781.99

HR / Payroll - Payroll - Adjust Payroll

Search List Form

Prev Next Save/Close Cancel Tasks Detail

██████████ PPR 303.84 {Daily}, Hours: 130.20, Ret: ST

Addons:1 Assignments Deductions Contributions Details Payroll Errors:2 Notes:1

Open New Copy Export Delete Prev Next Save/Close Cancel

- 1 - Adjustment
- 2 - Other Adjustment Information
- 3 - Retirement
 - Retirement Override Yes
 - Plan STRS
 - Status 1 {Member}
 - Plan Option N {New}
 - Member Type E {Elected Member}
 - Service Begin Date 9/1/2018
 - Service End Date 9/30/2018
 - STRS Assignment 54 {Substitute Traditional}
 - STRS Contribution Code 1 {Normal/Current}
 - STRS Pay Code 3 {10 Months}
 - PERS Work Schedule 000 {None}
 - PERS Contribution Code 0
 - PERS Pay Code 0
 - PERS Override {Let Software Decide}
 - PERS Special Comp Category
 - PERS Special Comp Type
 - Pay Rate 5,651.50



████████████████████	CE1A/#2	General	70	Required Deduction(s) "CTA DUES" for Bargaining Unit "1C" does not exist.
████████████████████	CL0A/#2	General	70	Required Deduction(s) "CSEADUES" for Bargaining Unit "2C" does not exist.
████████████████████	CL0A/#2	General	70	Required Deduction(s) "CSEADUES" for Bargaining Unit "2C" does not exist.

Required Deductions are setup in the Bargaining Unit.

This is a reminder that dues need to be added to the employee record.

HR / Payroll - Setup - Assignment - Bargaining Units

List Form

Delete Prev Next Close Cancel

Bargaining Unit Benefit Cap ACA Defaults ACA Look-Back Periods

Bargaining Unit

Bargaining Unit	1C
Description	Certificated
Short Description	Certificated
Leftover Cap Pay Addon	
Annualize FY Benefit Costs	2 {Advance}
Annualize FY Benefit Costs FY From	
Prorate Option	F {FTE}
Prorate Hours	0.00
Anniversary Option	N {Increment on July 1}
Dues Group	CTA
SDI	No
SDI Employer Paid	No
PERS Force After Tax	No
Required Deduction Ids	CTA DUES {CTA Dues}
Required Contribution Ids	
Note	
Active	Yes



[REDACTED]	CE0A/#2	STRS	32	(1173-3(0))	STRS Matrix Error: The Earnings Amount exceeds the employee's retirement pay rate.
[REDACTED]	CE0A/#2	STRS	32	(1173-1(0))	STRS Matrix Error: The Earnings Amount exceeds the employee's retirement pay rate.
[REDACTED]	CE0A/#2	STRS	32	(1175-1(0))	STRS Matrix Error: The Earnings Amount exceeds the employee's retirement pay rate.

Review in Employee Mgmt or in Adjust Payroll Snapshot for STRS Matrix Errors

Example: Snapshot in Adjust Payroll Retirement Reporting. Earnings Exceed the Retirement Pay Rate

STRS RETIREMENT DETAIL	M B R	Assn Code	Pay Rate	Pay Cd	Earnings	Contributions		Service Began	Period Ended	Employer Contributions
						Cd	Amount			
POSITION #90-10(0)	1	57	7,603.20	3	7,603.20	1	779.33	09/01/18	09/30/18 *	1,237.80
POSITION #1173-3(0)	1	57	7,603.20	3	1,520.64	1	155.86	09/01/18	09/30/18 *	247.56
Retirement Total					9,123.84		935.19			1,485.36

Example: Employees working more than 1.0 FTE. The Assignment for the additional FTE should be Assignment Type: EXTRA

HR / Payroll - Employment - Employee Management											
Last Name	First Name	Pref	Emp Id	Emp Status	Barg Unit	Job Category	Job Class	Pay Cycle	Retirement Plan	Person Type	FTE Used
				EMPLOYEE	1A (Certificated)	CERT (Certificate	TEACHER (Teac	CE0A	SINGLE: STRS-Pre 2013	Certificated	1.20000
				EMPLOYEE	1A (Certificated)	CERT (Certificate	TEACHER (Teac	CE0A	SINGLE: STRS-Pre 2013	Certificated	1.20000
				EMPLOYEE	1A (Certificated)	CERT (Certificate	TEACHER (Teac	CE0A	DUAL: STRS-Pre 2013 (Certificated	1.16700

Employment Pay Cycles:1 Taxes:8 Retirement:6 ACH:1 Deductions:9 Contributions: Assignments:11

1 - Assignment Information

Position # 1173 (CERT/TEACHER (WMS) Available FTE 0.000)

Assignment Id 0

Begin Date 7/1/2018

End Date 6/30/2019

Primary Position No

Assignment Type **EXTRA**

PTW Flag No

FTE 0.20000 (1.400 Hours)

Salary Schedule Cell 24 /4 (\$76,032.00 4)

Increment Override 0 (No Override (default))

Pay Distribution Option (Normal - First Month Diff)

Adjusted Days 0.00

Days 184.00

Cancelled No

Based on Pay Cycle

Salary

Retirement Rate

Assignment Type

Code	Description
EXTRA	
LOA	
LOAPAID	
PAID	
TIMECARD	
UNPAID	