

F496 Employer Approvable Errors Job Aid

All F496 files must be in compliance with the Secure Employer Website F496 File Specification effective February 24, 2016. F496 files are in compliance if they do not contain any business rule errors or any integrity check errors.

This job aid is a resource to instruct users on how to resolve Employer Approvable Errors. You can find complete information in the F496 File Specification, available in the Reference Items section of the Secure Employer Website under File Specifications.

If you need help correcting any errors, contact your County Office of Education for more information or assistance. Please note, additional Contribution Lines with business rule errors may exist in CalSTRS system. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com if you are unable to resolve the error(s).

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Definitions:

Employer Approvable Error

Indicates the business rule error can be “employer approved”. If an Employer determines the service being reported is correct, the business rule error can be marked as approved within SEW and the error will be removed from the line. Approved business rules will be periodically audited by CalSTRS staff to ensure compliance and proper use of this tool.

Employer Approved:

If Employer Approved, this business rule will not be applied to this employee for the remainder of the Fiscal Year.

Common Employer Approvable Edits:

- Edit 36 – Pay Rate increase excessive
- Edit 82 – Earnings amount in excess of the IRC 401(A)(17) limit
- Edit 103 – Service credit is excessive for the service period range
- Edit 109 – Special compensation is excessive for service period Fiscal Year

Edit 36 – Pay Rate increase excessive**MO-B036 Error Description**

- The Contribution Line with a service period subsequent to 6/30/2011 has a Pay Rate increased by 15% or more compared to the last Contribution Line transmitted.
- The Contribution Line with a service period subsequent to 6/30/2002 but prior to 7/1/2011 has a Pay Rate increased by 25% or more compared to the last Contribution Line transmitted for this employee from this Report Unit.
- The Contribution Line with a service period prior to 7/1/2002 has a Pay Rate increased by 10% or more compared to the last Contribution Line transmitted for this employee from this Report Unit.

MO-B036 Error Resolution

1. Verify the Pay Rate increase.
 - a. The Pay Rate increase is incorrect.
 - i. Change the Pay Rate and any other appropriate values using the online correction feature in SEW or make the appropriate changes in your payroll system and upload a new file into SEW.
 - b. The Pay Rate increase is valid, and the previously reported line is incorrect.
 - i. Submit adjustments/reversals to correct any prior lines or contact CalSTRS for assistance.
 - ii. Indicate that you have reviewed this business rule error and determined the Pay Rate increase is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.
 - c. The Pay Rate increase is valid, and the previous reported line is correct.
 - i. Indicate that you have reviewed this business rule error and determined the Pay Rate increase is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

MO-B036 Error Notes

- Non-Charter Report Units & Previous Contribution Line
 - For all report units other than Charter Schools a previous Contribution Line is the most recent reported line prior to the current line, which has the same Report Unit and Tax-ID.
- Charter Report Units: & Previous Contribution Line
 - For all Charter School report units, a previous Contribution Line is the most recent reported line prior to the current line, which has the same Tax-ID.
- Previous Contribution Lines
 - Only a line reported within the same or prior Fiscal Year is considered as a previous line for this business rule.
 - Only lines with Assignment Code 34, 36, 37, 46, 47, 56, or 57 are considered, for the purposes of establishing the prior line.

- More than one previous Contribution Line with the same service period populates an MO-B036 Error
 - Use each for checking this business rule
 - If one previous line passes this business rule, then the rule is satisfied regardless of if other lines exist that do not pass the business rule.
- Exclusions (this business rule does not apply)
 - If no previous line exists
 - Overtime/summer school/intersession (Contribution Code 9 or Assignment Code 49 or 59) lines are not considered a previous line.
 - A Special Compensation line (Contribution Code 6) is not considered a previous line.
 - A Contribution Adjustment (Contribution Code 2) is not considered a previous line.
 - Reversing lines, reversed lines and adjustment lines (adjustment lines are determined if they have negative Earnings and/or Contribution Amount) are excluded from being a previous line.
 - If the entire service period is subsequent to when the employee's CalSTRS account became retired/disabled and prior to any reinstatement
 - If CalSTRS does not have the birth date for the Tax-ID being reported
 - If error MO-B093 is present
- **Field(s) and Record Position(s):** Pay Rate (37-44)
- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** Partial
- **Employer Approvable Error:** Yes

Edit 82 – Earnings amount in excess of the IRC 401(A)(17) limit

MO-B082 Error Description

- The Contribution Line causes the cumulative Earnings (non RWP) or Pay Rates (RWP) for the CalSTRS account to exceed the IRC 401(A)(17) limit for the reported Fiscal Year through the service period.

MO-B082 Error Resolution

1. Verify the Pay Rate increase.
2. Determine if the Pay Rate amounts (RWP) or Earnings (non RWP) are appropriate.
 - a. The Pay Rate and Earnings amounts are incorrect.
 - i. Supply the appropriate values by using the online correction feature in SEW, or
 - ii. Make the appropriate changes in your payroll system and upload a new file into SEW
 - b. The Pay Rate and Earning amounts are valid and the previously reported line is correct.

- i. Submit adjustments/reversals to correct any prior lines or contact CalSTRS for assistance.

MO-B082 Error Notes

- Exclusions (this business rule does not apply):
 - If error MO-B093 is present
- **Field(s) and Record Position(s):** Earnings (46-52), Pay Rate (37-44)
- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** Partial
- **Employer Approvable Error:** Yes

Edit 103 – Service credit is excessive for the service period range

MO- B103 Error Description

- This Contribution Line has cumulative service credit that is excessive for the reported Service Period and Report Unit.
- Excess Service Credit with the Community Colleges
 - Have a Contribution Line with a Service Period subsequent to 6/30/2013 and a cumulative service credit that exceeds .250 for that service period
 - Have a Contribution Line with a Service Period subsequent to 6/30/2012 and prior to 7/1/2013 with a cumulative service credit that exceeds .200 for that service period
- Excess Service Credit with the Non-Community Colleges
 - Have a Contribution Line with a Service Period subsequent to 6/30/2013 and a cumulative service credit that exceeds .200 for that service period
 - Have Contribution Line with a Service Period subsequent to 6/30/2012 and prior to 7/1/2013 with a cumulative service credit that exceeds .150 for that service period

MO-B103 Error Resolution

1. Verify the accuracy of the Pay Rate(s)/Pay Code(s) reported.
 - a. The Pay Rate increase is incorrect.
 - i. Supply the appropriate values by using the online correction feature in SEW, or
 - ii. Make the appropriate changes in your payroll system and upload a new file into SEW Indicate that you have reviewed this business rule error and determined
 - b. The Pay Rate increase is valid, and the previously reported line is incorrect for the Fiscal Year reported.
 - i. Submit adjustments/reversals to correct any prior lines or contact CalSTRS for assistance.

- ii. Indicate that you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.
- c. The Pay Rate increase is valid, and the previous reported line is correct for the Fiscal Year reported, suppress the warning.
 - i. To suppress a warning, you must indicate that you have reviewed the contribution line and determined the current line information being reported through SEW is correct by clicking the “Suppress Warnings” check box with a comment in the "Comments" box in the Employer Payroll Detail record in SEW. Save and validate the record.

MO-B103 Error Notes

- For this business rule, Assignment Codes 36, 37, 57 are not included in the calculation to determine excessive service credit.
- Exclusions (this business rule does not apply):
 - If the entire service period is subsequent to when the employee’s CalSTRS account became retired/disabled and prior to any reinstatement
 - If error MO-B057, MO-B058, MO-B059 or MO-B093 is present
 - If the Fiscal Year is prior to 7/01/2012
- **Field(s) and Record Position(s):** Earnings (46-52)
- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** Partial
- **Employer Approvable Error:** Yes

Edit 109 – Special compensation is excessive for service period Fiscal Year

MO-B109 Error Description

- The sum of all Special Pay Contribution Lines, lines coded with Contribution Code 6 (Special Pay) add up to Earnings in excess of \$15,000.00 for the account and Fiscal Year.

MO-B109 Error Resolution

1. Verify the validity of Special Compensation.
 - a. The Special Compensation is incorrect.
 - i. Report as an additional assignment and Contribution Code 1 or 3 using the online correction feature in SEW or make the appropriate changes in your payroll system and upload a new file into SEW.
 - b. The Special Compensation Line is valid, and any previously reported line(s) are incorrect.
 - i. Submit adjustments/reversals to correct any prior lines or contact CalSTRS for assistance.

- ii. Indicate that you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.
- c. The Contribution Line increase is valid, and the previous reported line is correct for the Fiscal Year reported.
 - i. Indicate that you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

MO-B109 Error Notes

- Exclusions (this business rule does not apply):
 - To contribution Lines with Assignment Code 71 (special compensation creditable to DBS only)
 - To contribution Lines with Assignment Code 71 (special compensation creditable to DBS only) and are not used in the calculation to sum the Earnings total for the Fiscal Year
 - If the Fiscal Year is prior to 2002/2003
 - If error MO-B057, MO-B058, MO-B059 or MO-B093 is present
- **Field(s) and Record Position(s):** Earnings (46-52)
- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** No
- **Employer Approvable Error:** Yes

Other Employer Approvable Edits:

- MO-B017 – Member service subsequent to retirement/disability
- MO-B019 – Non-member service for employee who appears to qualify for mandatory membership
- MO-B023 – Assignment Code 62 valid for exchange/sojourn service only
- MO-B026 – Assignment Code changed and Pay Rate/ Pay Code remained the same.
- MO-B052 – Pay Code 1 indicates a 12-month position
- MO-B053 – Pay Code 2 indicates an 11-month position
- MO-B054 – Pay Code 3 indicates a 10-month position
- MO-B060 – Negative adjustment received subsequent to a REFUND/DEATH
- MO-B063 – Negative adjustment received subsequent to a CalSTRS benefit effective date
- MO-B064 – Part-time/ substitute Earnings are excessive for service period range
- MO-B065 – Year to date service credit excessive
- MO-B066 – Earnings are excessive for service period range
- MO-B074 – Overtime with no full-time service
- MO-B102 – Assignment Code 35 invalid for new ERIP participants after 06/30/2000

MO-B017 – Member service subsequent to retirement/disability

MO-B017 Error Description

- The Member service subsequent to retirement/disability
 - The Contribution Line is coded as a member line (Member Code 1) and a portion of the Service Period Begin through Service Period End is on or subsequent to the date on which the employee's CalSTRS DB account status became retired/disabled and is prior to the date on which the account status became member again (if applicable).
 - Account status codes: SRPRE72, DRPRE72, SR, DA or DR)

MO-B017 Error Resolution

1. Verify the employee's CalSTRS account status.
 - a. The service dates are incorrect.
 - i. Change the Service Period Begin and Service Period End to be prior to the employee's retirement/disability date.
 - b. The Service Period Begin and Service Period End are correct.
 - i. Report the Contribution Line with a Member Code 2 (non-member) and Assignment Code 61 (Post-retirement employment for those on CalSTRS retirement or disability).
 - ii. Correct the line by using the online correction feature in SEW or make the appropriate changes in your payroll system and upload a new file into SEW.

MO-B017 Error Notes

- To prevent this business rule error, use Match File, MR87 or REAP query and update functions to validate and synchronize account information with CalSTRS' records before you upload your F496 file.
- Exclusions (this business rule does not apply):
 - If error MO-B093 is present
- **Field(s) and Record Position(s):** Member Code (34)
- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** No
- **Employer Approvable Error:** No

MO-B019 – Non-member service for employee who appears to qualify for mandatory membership.**MO-B019 Error Description**

- Non-member service for employee who appears to qualify for mandatory membership
- The Contribution Line is coded as a non-member line (Member Code 2) and CalSTRS system indicates that this account qualified for membership for the Fiscal Year reported on the line.

MO-B019 Error Resolution

1. Verify the prior service reported and whether this employee qualifies for membership.
 - a. The employee qualifies for membership.
 - i. Establish DB membership through the MR87 process or REAP with transaction code 11 (mandatory DB membership).
 - ii. Change the Member Code to a 1 (member) on this Contribution Line and report the required contributions.
 - b. The employee does not qualify based on erroneous prior reporting.
 - i. Submit adjustments/reversals to correct any prior line(s) or contact CalSTRS for assistance.
 - ii. Indicate that you have reviewed this business rule error and determined the current line information being reported through SEW is correct by clicking the “Employer Approved” check box next to this business rule error in SEW.
 - c. The employee does not qualify because CalSTRS is using incorrect assumptions when calculating mandatory membership (e.g., 6 hours 1 day of work).
 - i. Indicate that you have reviewed this business rule and determined the current line information being reported through SEW is correct by clicking the “Employer Approved” check box next to this business rule error in SEW.

MO-B019 Error Notes

- Mandatory membership is based on employment within a single Report Unit with no Cash Balance participation as follows:
 - Part-time employees:
 - Assignment Code 45, 47, 55, 57 or 58 and Pay Code 0, 1, 2, 3, 4, 7, or 8
 - There must have been at least 60 hours (or 10 days) of service reported for a single Service Period within the given Fiscal Year.
 - If there is more than one reported Contribution Line for the same Service Period Begin/Service Period End, all are used in the calculation
 - Substitute employees:
 - Assignment Code 44 or 54 and Pay Code 0, 1, 2, 3, 4, 7, or 8
 - There must be at least 600 hours (or 100 days) of service reported within the given Fiscal Year but prior to the Service Period the current line is reported for.
 - All substitute lines reported for the Fiscal Year are used in the calculation
 - Full-time employees:
 - Assignment Code 47 or 57
 - Pay Rate and Earnings equal, and Pay Code 1, 2, 3, or 7 qualify for mandatory membership with the first line reported
- Exclusions(this business rule does not apply):
 - To part-time instructors (Assignment Code 44, 54, 55, 58 or 45) working in Community College on or subsequent to 07/01/2005
 - If Contribution Code 2, 5, 6 or 9 is present
 - If error MO-B093 is present
- **Field(s) and Record Position(s):** Member Code (34)
- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** Yes
- **Employer Approvable Error:** Yes

MO-B023 – Assignment Code 62 valid for exchange/sojourn service only.

MO-B023 Error Description

- The Contribution Line is coded with Assignment Code 62 (exchange/sojourn service) and the Service period Begin is subsequent to 6/30/1996.

MO-B023 Error Resolution

1. Verify service as being exchange/sojourn.
 - a. The service is for being exchange/sojourn
 - i. Indicate that you have reviewed this business rule error and determined the current line information being reported through SEW is correct by clicking the “Employer Approved” check box next to this business rule error in SEW.
 - b. The service is not for being exchange/sojourn

- i. Change the Assignment Code and/or Service Period Begin to the appropriate values by using the online correction feature in SEW or make the appropriate changes in your payroll system and upload a new file into SEW.

MO-B023 Error Notes

- If employer approved, this business rule will not be applied to this employee for the remainder of the Fiscal Year.
- Exclusions (this business rule does not apply):
 - If error MO-B093 is present
- **Field(s) and Record Position(s):** Assignment Code (35-36)
- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** Yes
- **Employer Approvable Error:** Yes

MO-B026 – Assignment Code changed and Pay Rate/Pay Code remained the same

MO-B026 Error Description

- The Contribution Line is coded with the same Pay Rate/Pay Code and a different Assignment Code than the last Contribution Line transmitted for this employee from this Report Unit.

MO-B026 Error Resolution

1. Verify the Assignment Code.
 - a. The Assignment Code is incorrect.
 - i. Change the Assignment Code to match the previously reported value by using the online correction feature in SEW or make the appropriate changes in your payroll system and upload a new file into SEW.
 - b. The Assignment Code is valid, and the previously reported line is incorrect.
 - i. Submit adjustments/reversals to correct any prior lines or contact CalSTRS for assistance.
 - ii. Indicate that you have reviewed this business rule error and determined the Assignment Code change is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.
 - c. The Assignment Code is valid, and the previously reported line is correct.
 - i. Indicate that you have reviewed this business rule error and determined the Assignment Code change is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

MO-B026 Error Notes

- An invalid Assignment Code change is determined for employees whose CalSTRS account status is NONMBR or REFUND for any part of the Service Period as follows:
 - The current Contribution Line Service Period Begin is for October or later then a line reported within the same Fiscal Year is considered as a previous line for this business rule.
 - The Contribution Line Service Period Begin is for July, August, or September then the previous line can be checked for the period from June of the prior year to the current line's Report Period.
- More than one previous Contribution Line with the same Service Period satisfies the above rules, the previous Contribution Lines have the same Pay Rate and Pay Code as the current line.
 - Use each for evaluating previous lines. If one Contribution Line passes this business rule, then the rule is satisfied regardless of if other lines exist that do not pass the business rule.
- Exclusions (this business rule does not apply):
 - If no previous line exists, this business rule is not applied.
 - Reversing lines and reversed lines are excluded from being a previous line.
 - An adjustment line is not considered a previous line.
 - Overtime/summer school/intersession (Contribution Code 9 or Assignment code 49 or 59) lines are not considered a previous line.
 - If the entire service period is subsequent to when the employee's CalSTRS account became retired/disabled and prior to any reinstatement
 - If error MO-B093 is present
- **Field(s) and Record Position(s):** Assignment Code (35-36)
- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** Partial
- **Employer Approvable Error:** Yes

MO-B052 – Pay Code 1 indicates a 12-month position

MO-B052 Error Description

- The Contribution Line that is coded with Pay Code 1 (12-month), is creditable, reflects contract service (Assignment Code 47 or 57), and is the first creditable Contribution Line for the Fiscal Year and the Service Period Begin is in August or September

MO-B052 Error Resolution

1. Verify the Pay Code.
 - a. The Pay Code is incorrect.
 - i. Change the Pay Code to an appropriate value by using the online correction feature in SEW or make the appropriate changes in your payroll system and upload a new file into SEW.

- b. The Pay Code is valid.
 - i. Indicate that you have reviewed this business rule error and determined the Pay Code is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

MO-B052 Error Notes

- A Contribution Line does not generate service credit if Member Code is 2 OR Assignment Code is 49, 71, 72, or 59, OR Contribution Code is 2, 4, 5, 6, or 9.
- Exclusions (this business rule does not apply):
 - If the entire service period is subsequent to when the employee’s CalSTRS account became retired/disabled and prior to any reinstatement
 - If error MO-B093 is present
 - If the Contribution Code value is 2 (contribution adjustment), 5 (retro-active pay-rate adjustment) or 6 (special compensation)
- **Field(s) and Record Position(s):** Pay Code (45)
- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** Yes
- **Employer Approvable Error:** Yes

MO-B053 – Pay Code 2 indicates an 11-month position

MO-B053 Error Description

- The Contribution Line that is coded with Pay Code 2 (11-month), is creditable, reflects contract service (Assignment Code 47 or 57), and is the first creditable Contribution Line for the Fiscal Year and the Service Period Begin is in September

MO-B053 Error Resolution

1. Verify the Pay Code.
 - a. The Pay Code is invalid.
 - i. Change the Pay Code to an appropriate value by using the online correction feature in SEW or make the appropriate changes in your payroll system and upload a new file into SEW.
 - b. The Pay Code is valid.
 - i. Indicate that you have reviewed this business rule error and determined the Pay Code is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

MO-B053 Error Notes

- A Contribution Line does not generate service credit if Member Code is 2 OR Assignment Code is 49, 71, 72, or 59, OR Contribution Code is 2, 4, 5, 6, or 9.
- Exclusions (this business rule does not apply):
 - If the entire service period is subsequent to when the employee’s CalSTRS account became retired/disabled and prior to any reinstatement
 - If error MO-B093 is present

- If the Contribution Code value is 2 (contribution adjustment), 5 (retro-active pay-rate adjustment) or 6 (special compensation)
- **Field(s) and Record Position(s):** Pay Code (45)
- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** Yes
- **Employer Approvable Error:** Yes

MO-B054 – Pay Code 3 indicates a 10-month position.

MO-B054 Error Description

- The Contribution Line that is coded with Pay Code 3 (10-month), is creditable, reflects contract service (Assignment Code 47 or 57), and is the first creditable Contribution Line for the Fiscal Year and the Service Period Begin is in July

MO-B054 Error Resolution

1. Verify the Pay Code.
 - a. The Pay Code is incorrect.
 - i. Change the Pay Code to an appropriate value by using the online correction feature in SEW or make the appropriate changes in your payroll system and upload a new file into SEW.
 - b. The Pay Code is valid.
 - i. Indicate that you have reviewed this business rule error and determined the Pay Code is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

MO-B054 Error Notes

- A Contribution Line does not generate service credit if Member Code is 2 OR Assignment Code is 49, 71, 72, or 59, OR Contribution Code is 2, 4, 5, 6, or 9.
- Exclusions (this business rule does not apply):
 - If the entire service period is subsequent to when the employee’s CalSTRS account became retired/disabled and prior to any reinstatement
 - If error MO-B093 is present
 - If the Contribution Code value is 2 (contribution adjustment), 5 (retro-active pay-rate adjustment) or 6 (special compensation)
- **Field(s) and Record Position(s):** Pay Code (45)
- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** Yes
- **Employer Approvable Error:** Yes

MO-B060 – Negative adjustment received subsequent to a REFUND/ DEATH.**MO-B060 Error Description**

- The Contribution Line is coded as an adjustment line, has negative Earnings and/or Contributions, or the adjustment is for service prior to a REFUND or PAYOUTDTH status and the adjustments is received on or after the REFUND or PAYOUTDTH status effective date
- Report Codes: [Member Code1 (member), Contribution Code 1 (current month), 2 (contributions adjustment), 3 (Earnings adjustment), 5 (Retroactive Pay Rate adjustment), or 6 (special compensation)]

MO-B060 Error Resolution

1. Verify the adjustment.
 - a. The adjustment is invalid.
 - i. Supply the appropriate values by using the online correction feature in SEW or make the appropriate changes in your payroll system and upload a new file into SEW.
 - b. The adjustment is valid.
 - i. Indicate that you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

MO-B060 Error Notes

- Exclusions (this business rule does not apply):
 - If error MO-B093 is present
- **Field(s) and Record Position(s):** Earnings (46-52), Member Contribution Amount (Post-Tax) (58-63), Member Contribution Amount (Pre-Tax) (95-100)
- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** No
- **Employer Approvable Error:** Yes

MO-B063 – Negative adjustment received subsequent to a CalSTRS benefit effective date.**MO-B063 Error Description**

- The Contribution Line is coded as an adjustment line and has negative Earnings and/or Contributions, the adjustment is for a service period prior to the benefit effective date, and the file is received on or after the benefits effective date.
- Report Codes: [Member Code 1 (member), Contribution Code 1 (current month), 2 (contributions adjustment), 3 (Earnings adjustment), 5 (Retroactive Pay Rate adjustment) or 6 (special compensation)]

MO-B063 Error Resolution

1. Verify the Adjustment.
 - a. The adjustment is invalid.
 - i. Supply the appropriate values by using the online correction feature in SEW or make the appropriate changes in your payroll system and upload a new file into SEW.
 - b. The adjustment is valid.
 - i. Indicate that you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

MO-B063 Error Notes

- Exclusions (this business rule does not apply):
 - If the entire service period is subsequent to when the employee’s CalSTRS account became retired/disabled and prior to any reinstatement
 - If error MO-B093 is present
- **Field(s) and Record Position(s):** Earnings (46-52), Member Contribution Amount (Post-Tax)(58-63), Member Contribution Amount (Pre-Tax) (95-100)
- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** No
- **Employer Approvable Error:** Yes

MO-B064 – Part-time/ substitute Earnings are excessive for service period range.**MO-B064 Error Description**

- The Contribution Line generates excess Earnings for part-time/substitute service. The sum of Earnings for all part-time/substitute service for this Fiscal Year, up to and including the service period on this line results in excess Earnings.
 - Report Codes: (Contribution Code blank), 0 (non-member), 1 (current member contributions) or 3 (Earnings adjustment) and Assignment Code 44, 54 (substitute hourly/daily), 45, 55 (part-time) or 58 (part-time community college)
- Excess Earnings have been detected on this line or a combination of this line and previously reported lines for the Fiscal Year reported.
- Excessive Earnings have been detected since the cumulative service credit exceeds what is allowed for the Fiscal year reported.
- Cumulative service credit has exceeded 0.1 multiplied by the number of Report Periods worked for the Fiscal Year.

MO-B064 Error Resolution

1. Verify the Pay Rate(s)/Pay Code(s) reported.
 - a. The Contribution Line’s Pay Rate(s)/Pay Code(s) reported are incorrect.

- i. Supply the appropriate values by using the online correction feature in SEW or make the appropriate changes in your payroll system and upload a new file into SEW.
- b. The Contribution Line's Pay Rate(s)/Pay Code(s) are valid, and Year reported.
 - i. Submit adjustments/ reversals to correct any prior lines or contact CalSTRS for assistance.
 - ii. Indicate that you have reviewed this business rule error and determined the service is valid by clicking the "Employer Approved" check box next to this business rule error in SEW.
- c. The Contribution Line's Pay Rate(s)/Pay Code(s) are valid, and any previously reported line(s) are correct for the Fiscal Year reported.
 - i. Indicate that you have reviewed this business rule error and determined the service is valid by clicking the "Employer Approved" check box next to this business rule error in SEW.

MO-B064 Error Notes

- Exclusions (this business rule does not apply):
 - If the entire service period is subsequent to when the employee's CalSTRS account became retired/disabled and prior to any reinstatement
 - If error MO-B057, MO-B058, MO-B059 or MO-B093 is present
 - If the Service Period Begin and Service Period End occur subsequent to July 1, 2002
- **Field(s) and Record Position(s):** Earnings (46-52)
- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** Partial
- **Employer Approvable Error:** Yes

MO-B065 – Year to date service credit excessive.

MO-B065 Error Description

- The Contribution Line causes the cumulative service credit for the CalSTRS account for the reported Fiscal Year to be excessive.
 - Excessive Service Credit is determined as follows:
 - The Contribution Line has a Service Period subsequent to 6/30/2012, the Report Unit represents a Community College and the cumulative service credit for the reported Fiscal Year and Report Unit for this employee exceeds 2.000.
 - The Contribution Line has a Service period subsequent to 6/30/2012, the Report Unit represents a non-Community College and the cumulative service credit for the reported Fiscal Year and Report Unit for this employee exceeds 1.500.

- The Contribution Line has a Service Period subsequent to 6/30/2002 and prior to 7/1/2012 and the cumulative service credit for the reported Fiscal Year and Report Unit for this employee exceeds 1.800.
- The Contribution Line has a Service Period prior to 7/1/2002 and the cumulative service credit for the reported Fiscal Year and Report Unit for this employee exceeds 1.000.

MO-B065 Error Resolution

1. Verify the accuracy of the Pay Rate(s)/Pay Code(s) reported.
 - a. The Contribution Line's Pay Rate(s)/Pay Code(s) reported are invalid.
 - i. Supply the appropriate values by using the online correction feature in SEW or make the appropriate changes in your payroll system and upload a new file into SEW.
 - b. The Contribution Line's Pay Rate(s)/Pay Code(s) reported are valid and the previously reported lines are incorrect.
 - i. Submit adjustments/reversals to correct any prior lines or contact CalSTRS for assistance.
 - ii. Indicate that you have reviewed this business rule error and determined the service is valid by clicking the "Employer Approved" check box next to this business rule error in SEW.
 - c. The Contribution Line's Pay Rate(s)/Pay Code(s) reported are valid and the previously reported lines are correct.
 - i. Indicate that you have reviewed this business rule error and determined the service is valid by clicking the "Employer Approved" check box next to this business rule error in SEW.

MO-B065 Error Notes

- Prior lines in CalSTRS system that have error MO-B048 are not used in the service credit calculation.
- Exclusions (this business rule does not apply):
 - If the entire service period is subsequent to when the employee's CalSTRS account became retired/disabled and prior to any reinstatement
 - If error MO-B048, MO-B057, MO-B058, MO-B059 or MO-B093 is present
- **Field(s) and Record Position(s):** Earnings (46-52)
- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** Partial
- **Employer Approvable Error:** Yes

MO-B066 – Earnings are excessive for service period range**MO-B066 Error Description**

- The Contribution Line that is coded with Contribution Code blank, 0 (nonmember), 1 (current member contributions) or 3 (Earnings adjustment) and Assignment Code 34, 36 (RWP), 44, 54 (substitute paid hourly/ daily) 45, 55 (part-time), 46, 56 (sabbatical), 47, 57 (contract) or 58 (part-time community college) and the Earnings are excessive for the service period range.
- Excess Earnings:
 - Detected on either this line or a combination of this line and previously reported lines for the same or a portion of the service period range
 - Detected when since the cumulative service credit exceeds what is allowed for the service period range
 - Detected when cumulative service credit has exceeded 0.1 multiplied by the number of Report Periods represented for the service period range

MO-B066 Error Resolution

1. Verify the accuracy of the Pay Rate(s)/Pay Code(s) reported.
 - a. The Contribution Line's Pay Rate(s)/Pay Code(s) reported are invalid.
 - i. Supply the appropriate values by using the online correction feature in SEW or make the appropriate changes in your payroll system and upload a new file into SEW.
 - b. The Contribution Line's Pay Rate(s)/Pay Code(s) reported are valid and the previously reported lines are incorrect for the service period range.
 - i. Submit adjustments/reversals to correct any prior lines or contact CalSTRS for assistance.
 - ii. Indicate that you have reviewed this business rule error and determined the service is valid by clicking the "Employer Approved" check box next to this business rule error in SEW.
 - c. The Contribution Line's Pay Rate(s)/Pay Code(s) reported are valid and the previously reported lines are correct for the service period range.
 - i. Indicate that you have reviewed this business rule error and determined the service is valid by clicking the "Employer Approved" check box next to this business rule error in SEW.

MO-B066 Error Notes

- Exclusions (this business rule does not apply):
 - If the entire service period is subsequent to when the employee's CalSTRS account became retired/disabled and prior to any reinstatement
 - If error MO-B064, MO-B057, MO-B058, MO-B059 or MO-B093 is present
 - If the Service Period Begin and Service Period End occur subsequent to July 1, 2002
- **Field(s) and Record Position(s):** Earnings (46-52)

- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** Partial
- **Employer Approvable Error:** Yes

MO-B074 – Overtime with no full-time service

MO-B074 Error Description

- The Contribution Line does NOT have Assignment Code 46 (sabbatical leave YRS), 49 (summer school YRS), 56 (sabbatical non YRS), 59 (summer school non YRS), the Contribution Code 9 (overtime) and the service period occurs prior to 7/1/2002, and there is no fulltime service for the service period range.
- Full time service for the service period range is determined as any of the following:
 - Service with Assignment Code 37 (elected official), 47 or 57 (contract service), Pay Code 1 (12-month), 2 (11-month), 3 (10-month) or 7 (13 payments) and Earnings = Pay Rate * number of report periods in the service period range. There is a tolerance of \$1.00 on the Earnings calculation
 - Service with Assignment Code 34, 35 or 36 (RWP)
 - Service with Assignment Code 47 or 57 (contract service), Pay Code 0 (annual) and service credit equals one of the following:
 - .1000 * number of report periods in the service period range
 - .0909 * number of report periods in the service period range
 - .0833 * number of report periods in the service period range
 - .0769 * number of report periods in the service period range
 - .0714 * number of report periods in the service period range

MO-B074 Error Resolution

1. Verify the accuracy of overtime service.
 - a. The Contribution Line is invalid.
 - i. Supply other appropriate values by using the online correction feature in SEW or make the appropriate changes in your payroll system and upload a new file into SEW.
 - b. The Contribution Line is valid, and any previously reported line(s) are incorrect.
 - i. Submit adjustments/reversals to correct any prior lines or contact CalSTRS for assistance.
 - ii. Indicate that you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.
 - c. The Contribution Line is valid and full-time service exists for the service period range.
 - i. Indicate that you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

MO-B074 Error Notes

- Exclusions (this business rule does not apply):
 - If the entire service period is subsequent to when the employee's CalSTRS account became retired/disabled and prior to any reinstatement
 - If error MO-B057, MO-B058, MO-B059, MO-B093 or MO-B100 is present
- **Field(s) and Record Position(s):** Contribution Code (57)
- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** Partial
- **Employer Approvable Error:** Yes

MO-B102 – Assignment Code 35 invalid for new ERIP participants after 06/30/2000.**MO-B102 Error Description**

- The Contribution Line that is coded with Assignment Code 35 (ERIP), the service period occurs subsequent to 6/30/2000 and the employee was not an ERIP participant in Fiscal Year 1999/2000

MO-B102 Error Resolution

1. Verify the Assignment Code and the service period.
 - a. The Contribution Line is reported with Assignment Code 35 and the reported ERIP service is invalid.
 - i. Supply other appropriate values by using the online correction feature in SEW or make the appropriate changes in your payroll system and upload a new file into SEW.
 - b. The Contribution Line is reported with Assignment Code 35 and the ERIP service is valid.
 - i. Indicate that you have reviewed this business rule error and determined the information being reported through SEW is correct by clicking the "Employer Approved" check box next to this business rule error in SEW.

MO-B102 Error Notes

- Exclusions (this business rule does not apply):
 - If error MO-B057, MO-B058, MO-B059 or MO-B093 is present
- **Field(s) and Record Position(s):** Assignment Code (35-36), Service Period Begin (64-71), Service Period End (72-79)
- **Line Type Code:** L – Contribution Line
- **Payroll System Compatible:** No
- **Employer Approvable Error:** Yes