

Example I3 –Repayments for Pay Docking NSF for 5% Member Contribution

Employee in Example I2 returns to work on 1/25/2013. As noted in the example, they did not have sufficient funds to pay the member portion of retirement deductions due for the month of December, but they have returned within the 2 month grace period.

1. Calculate the amount due for the employee's portion – this should be available on the VRS Automated Recon for November. The amount should be 5% of the SP 99 CONTBASE. The first pay period in November was collected, but the second pay period is due.
2. Key an HUD01 override for Deduction 012 for the amount calculated in Step 1 above. Use a "+" as the adjustment indicator so this amount will be taken in addition to the amount for the 1/25-2/9/2013 pay period.
3. When the VRS Automated Recon is processed for the month of February, the agency will receive a credit via an Automated IAT for the extra amount collected in Step 2. This should repay the amount that the agency was charged during the November Automated Recon.