Example O – Late VSDP Approval

Semi-Monthly Salary is $1500; SP 99 CONTBASE is $1500; **Prior Pay Period of 10 Days**: Waiting for VSDP approval, worked 5 days and no leave balances to cover the 5 day waiting period, full retirement deductions collected. **Current Pay Period**: VSDP is approved retroactive to prior period. Employee is due 5 of 10 days at 100% VSDP benefits for the previous period and full 100% VSDP for the current period.

1. Calculate the additional VSDP money due the employee from the prior period ($750).
2. Add that to the VSDP due the employee for the current period ($1500).
3. Enter the combined total ($2250) on HUC01 as Special Pay 061 (VSDP BEN). (If you use HUE01 the indicators should be "5"-"0"-"0" and you will need to key a penny of Regular pay on HUA03.)
4. Individual retirement overrides on HUD01 are not necessary because retirement deductions process on the amount of SP 99 CONTBASE regardless of the amount of pay received. All Retirement Contributions were taken in the previous pay period.