

STATE CONTROLLER'S OFFICE  
PERSONNEL/PAYROLL SERVICES DIVISION  
P. O. BOX 942850  
Sacramento, CA 94250-5878

DATE: December 1, 2008

TO: All Agencies and Campuses in the Uniform State Payroll System

FROM: DON SCHEPPMANN, Chief  
Personnel/Payroll Services Division

RE: **PAYROLL PROCEDURES MANUAL – NOVEMBER REVISION # 11 – 08**

The Internet version of the Payroll Procedures Manual (PPM) has been updated and the sections below have been replaced with the current PDF version for November 2008. The manual can be obtained by accessing the State Controller's Office public web site at: <http://www.sco.ca.gov/ppsd/ppm/index.shtml>.

Vertical revision bars in the right margins indicate additions, deletions, or changes. Revision bars are not inserted for format and minor grammatical changes.

The revised sections for the November 2008 PPM are provided below.

Section B – 003: Added to Payment Type Suffix Codes:

Pay Type: G, Suffix: 5, Educational Stipend (Earning Statement Abbreviation: ED STIPEND).

Section G - 105: Revised Miscellaneous Payments Processing Chart:

Add Payments: CalSTRS Educational Incentive; Plata/Perez Equity Staged PERS; Receiver's Office Temporary CEA.

Section H - 214: Revised Retirement ID, Exclusion Amount and State Share Rate Table:

Revise State Share (%) Column Heading to 10/02/08.

PLEASE NOTE: For instructions to subscribe or unsubscribe to the Automated LISTSERV Management System (LISTSERV), go to: <http://www.sco.ca.gov/ppsd/ppm/index.shtml>.

If you have any comments/suggestions or questions that would benefit the PPM, please contact Alice Contreras at 916-322-0683 or via email [acontreras@sco.ca.gov](mailto:acontreras@sco.ca.gov).

DS:AC:CSS