

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

DATE: July 10, 2024

PERSONNEL LETTER #24-009
(Civil Service Only)

TO: All Agencies in the Uniform State Payroll System

FROM: Lisa Dean, Acting Chief
Personnel and Payroll Services Division

RE: EMPLOYMENT HISTORY MASS UPDATE TO CHANGE RETIREMENT CONTRIBUTION RATES FOR BARGAINING UNITS R12, R16 and R19; EFFECTIVE JULY 1, 2024

Effective July 1, 2024, Miscellaneous and Industrial retirement members in Bargaining Units R12, R16 and R19 will receive a change to their employee retirement contribution rate.

Pursuant to the agreement between the California Department of Human Resources and Bargaining Units R12, R16 and R19, the employee retirement contribution rate changes are as follows:

Bargaining Units R12, R16 and R19 MISCELLANEOUS employees who are subject to Social Security in the First Tier Retirement plan.

The employee retirement contribution rate will change from 10.0% to 9.5%.

Bargaining Units R12, R16 and R19 MISCELLANEOUS employees who are **not** subject to Social Security in the First Tier Retirement plan.

The employee retirement contribution rate will change from 11.0% to 10.5%.

Bargaining Units R12, R16 and R19 INDUSTRIAL employees who are subject to Social Security in the First Tier Retirement plan.

The employee retirement contribution rate will change from 10.0% to 9.5%.

Bargaining Units R12, R16 and R19 INDUSTRIAL employees who are **not** subject to Social Security in the First Tier Retirement plan.

The employee retirement contribution rate will change from 11.0% to 10.5%.

EMPLOYMENT HISTORY (EH) MASS UPDATE PROCESSING

The State Controller's Office (SCO) processed an Employment History (EH) mass update on July 10, 2024, to implement the retirement rate changes effective July 1, 2024, for eligible employees. The 505 transaction reflects the employee retirement contribution rate and retirement account code changes for impacted employees.

MASS UPDATE EXCEPTIONS

Exceptions to the mass update must be processed manually. For example, employees with an EH record reflecting an out-of-sequence status (i.e., the effective date on the most current transactions is after July 1, 2024), will be processed manually. The Personnel and Payroll Services Division (PPSD) may also assist with out of sequence transactions as needed.

The Personnel and Payroll Services Division is unable to update the EH records to reflect the new rates when the employee is off pay status (e.g., on a leave of absence, or an Appointment Expiration Date prior to July 1, 2024). These employees' Item 505 – Account Code field must be updated by the appointing agency once their appointment is extended, or the employee returns to active pay status following a leave of absence.

Although Item 505 is not a required field when returning an employee to pay status, the account code must be entered on the Personnel Action Request to reflect the new retirement rate on the employee's record. If the account code is not entered, the retirement contribution will be withheld at the incorrect rate and will require future adjustments.

RETIREMENT ACCOUNT CODES EFFECTIVE JULY 1, 2024

Bargaining Units R12, R16 and R19 MISCELLANEOUS employees who are subject to Social Security in the First Tier Retirement plan.

Retirement Contribution Rate: From 10.0% to 9.5%.

Retirement Account Code: See below for impacted employee account code movement

- From Retirement Account Code 2C or 4W to Retirement Account Code 2E
 - Employees who are **not** in Bargaining Units R12 or R16 or R19 but are currently in Retirement Code 2E will receive a 505 EH transaction changing them to Retirement Code 4W with the correct rate.
- From Retirement Account Code 2D, 2H, 2J or 2L to Retirement Account Code 2G
 - Employees who are **not** in Bargaining Units R12 or R16 or R19 but are currently in Retirement Code 2G will receive a 505 EH transaction changing them to Retirement Code 2D with the correct rate.
- From Retirement Account Code FW or DC to Retirement Account Code DE
 - Employees who are **not** in Bargaining Units R12 or R16 or R19 but are currently in Retirement Code DE will receive a 505 EH transaction changing them to Retirement Code FW with the correct rate.
- From Retirement Account Code 4T to Retirement Account Code 4X
 - Employees who are **not** in Bargaining Units R12 or R16 or R19 but are currently in Retirement Code 4X will receive a 505 EH transaction changing them to Retirement Code 4T with the correct rate.
- From Retirement Account Code DH, DJ or DL to Retirement Account Code DG
 - Employees who are **not** in Bargaining Units R12 or R16 or R19 but are currently in Retirement Code DG will receive a 505 EH transaction changing them to Retirement Code DD with the correct rate.
- From Retirement Account Code FT to Retirement Account Code FX

- Employees who are **not** in Bargaining Units R12 or R16 or R19 but are currently in Retirement Code FX will receive a 505 EH transaction changing them to Retirement Code FT with the correct rate.

Bargaining Units R12, R16 and R19 MISCELLANEOUS employees who are **not** subject to Social Security in the First Tier Retirement plan.

Retirement Contribution Rate: From 11.0% to 10.5%.

Retirement Account Code: N/A

Bargaining Units R12, R16 and R19 INDUSTRIAL employees who are subject to Social Security in the First Tier Retirement plan.

Retirement Contribution Rate: From 10.0% to 9.5%.

Retirement Account Code: See below for impacted employee account code movement

- From Retirement Account Code 9G or 9M to Retirement Account Code 9L
 - Employees who are **not** in Bargaining Units R12 or R16 or R19 but are currently in Retirement Code 9L will receive a 505 EH transaction changing them to Retirement Code 9M with the correct rate.
- From Retirement Account Code PG or PM to Retirement Account Code PL
 - Employees who are **not** in Bargaining Units R12 or R16 or R19 but are currently in Retirement Code PL will receive a 505 EH transaction changing them to Retirement Code PM with the correct rate.

Bargaining Units R12, R16 and R19 INDUSTRIAL employees who are **not** subject to Social Security in the First Tier Retirement plan.

Retirement Contribution Rate: From 11.0% to 10.5%.

Retirement Account Code: See below for impacted employee account code movement

- From Retirement Account Code 9F to Retirement Account Code 9J
 - Employees who are **not** in Bargaining Units R12 or R16 or R19 but are currently in Retirement Code 9J will receive a 505 EH transaction changing them to Retirement Code 9F with the correct rate.
- From Retirement Account Code 9H to Retirement Account Code 9E
 - Employees who are **not** in Bargaining Units R12 or R16 or R19 but are currently in Retirement Code 9E will receive a 505 EH transaction changing them to Retirement Code 9H with the correct rate.
- From Retirement Account Code PF to Retirement Account Code PJ
 - Employees who are **not** in Bargaining Units R12 or R16 or R19 but are currently in Retirement Code PJ will receive a 505 EH transaction changing them to Retirement Code PF with the correct rate.
- From Retirement Account Code PH to Retirement Account Code PE
 - Employees who are **not** in Bargaining Units R12 or R16 or R19 but are currently in Retirement Code PE will receive a 505 EH transaction changing them to Retirement Code PH with the correct rate.

For additional questions, please use the following contact information:

Contacts:

- Affordable Care Act (ACA) Email ACASupport@sco.ca.gov

- [Cal Employee Connect \(CEC\) Help and Feedback](#)
- [ConnectHR Help and Feedback](#)
- California Leave Accounting System (CLAS) Email CLAS@sco.ca.gov
- CS Escalation Email (HR Supervisors and Managers) PPSDOps@sco.ca.gov
- Decentralized Security Administration (DSA) & ViewDirect Access (916) 619-7234 or DSA@sco.ca.gov
- HR Suggestions Email (All HR Staff) PPSDHRSuggestions@sco.ca.gov
- Management Information Retrieval System (MIRS) Email PPSDMIRS@sco.ca.gov
- [Statewide Customer Contact Center](#) (916) 372-7200

SCO Key Initiatives:

- [Cal Employee Connect](#)
- [California State Payroll System Project](#)

Websites:

- [HR](#)
- [State Employees](#)

LD:PM:BPA