Job Aid: Earnings Code Configuration

Use this job aid in combination with the **UCPath Earn Codes List** to understand the configuration for UCPath earnings codes.

The **UCPath Earn Codes List** is available in UCPath under: **Quicklinks** > Payroll Resources > Payroll Configuration Codes (link on Payroll Resources page) > **Earn Codes (link on Payroll Configuration Codes page)**.

Column Header	Component/Value	Description
Earnings Code	None	Unique identifier for the earnings code. In many cases, the last letter of the code represents the purpose/use of the earnings code. • **B** indicates bank • **P** indicates payout • **A** indicates adjustment • **E** indicates accrual
Description	None	Full description of the earnings code.
Short Description	None	Short description of the earnings code.
Payment Type	Amounts Only	This earnings are calculated using amounts only.
	Either Hours or Amount OK	The earnings are calculated using either hours or amounts.
	Hours Only	The earnings are calculated using hours only.
Add to Gross Pay	Yes	The employee receives actual dollars for this earnings code. The earnings add to gross pay.
	No	The employee does not receive actual dollars for this earnings code. This code may also indicate the earnings code was established for imputed income purposes. Without Salary (WOS) codes do not add to gross pay.
Subject to FWT	Yes	The earnings are subject to federal withholding tax.
	No	The earnings are not subject to federal withholding tax.

Column Header	Component/Value	Description
Subject to FICA	Yes	This earnings code is subject to FICA (Federal Insurance Contributions Act) withholding tax. **Note:** FICA is employee specific and dependent on several characteristics of the job and employee. For example, an earnings code can be setup for FICA (this attribute is set to **Y**), but if the employee is not subject to FICA, then the earnings would not be subject to FICA.
	No	This earnings code is not subject to FICA (Federal Insurance Contributions Act) withholding tax.
Subject to FUT	Yes	UC is not subject to FUT (Federal Unemployment Tax). This configuration is not currently used at UC.
	No	UC is not subject to FUT (Federal Unemployment Tax). This configuration is not currently used at UC.
Withhold FWT	Yes	This earnings code is subject to Federal withholding taxes.
	No	This earnings code allows earnings to be added to federal taxable gross, but no withholding would actually be taken. This earn code is common for things like meals, tuition reimbursement.
Taxable Gross Component ID	FBT	Indicates a special tax calculation process established in UCPath for the specified earn code.
	FRN	Indicates a special tax calculation process established in UCPath for the specified earn code. Taxable gross components are used when taxability for Federal and State differ.
	Blank	There are no exceptions to the federal definitions of taxable gross.
Special Calculation Routine	Yes	Indicates a special calculation routine is utilized.
	No	Indicates standard PeopleSoft calculation routine is utilized.
GL Account # - Expense	None	Indicates the GL account number for the expense associated with the earnings code. This field is not used by UCPath.
Tax Method	Annualized	This earn code uses an annualized tax method for employees. Selecting this method will annualize the earnings, calculate the tax on the annualized amount, and divide the tax by the number of pay periods in the year. The result is the withholding for the pay period.

Column Header	Component/Value	Description
	Special Supplemental	This earn code uses special supplemental tax option for employees in California who receive bonuses and stock options. Use this setting for all employees, if the state does not view these earnings differently, the system will automatically use the normal supplemental rate.
	Specified on Pay sheet	This earn code uses the tax method specified on the employee's paysheet.
	Supplemental	This earn code tax method identifies earnings from supplemental wages not including bonus or stock options in California. Indicate whether the supplemental wages are paid with the regular pay or as separate pay on federal/state tax table-general page.
Maximum Yearly Earnings	0.00	Indicates that there is no maximum yearly amount for these earnings.
Based On Single Earnings Code	Blanks	Used to instruct the system to calculate earnings as a percentage of another earnings code.
Special Accumulator Code	None	Identifies any special accumulators associated with the earnings code. This field is not used by UCPath.
Effect on FLSA	Amounts Only	This earn code indicates to the system that amounts only affect Fair Labor Standards Act (FLSA) calculations. Example: Shift pay.
	Both Hours and Amounts	This earn code indicates to the system that both hours and amounts affect FLSA calculations. Example: Regular pay.
	Hours Only	This earn code indicates to the system that hours only affect FLSA calculations.
	None	This earn code indicates to the system that it is exempt from FLSA calculations.
Category for FLSA	Excluded	This earn code's earnings have no effect on the FLSA calculation.
	Overtime	This earn code's earnings has an effect on overtime or alternative overtime pay.
	Regular	This earn code's earnings are not overtime and are used in the calculation of the FLSA rate.
Federal Overtime Indicator	Yes	Indicates the earnings code is used to pay federal overtime.
	No	Indicates the earnings code is not used to pay federal overtime.
FMLA Flag	Yes	Indicates this earnings code is for FMLA.
	No	Indicates this earnings code is not for FMLA.
Leave Earnings Type	Donate to Bank	Indicates the earnings code is for donor activity in Leave Bank Transfer programs. This field is not used by UCPath.

Column Header	Component/Value	Description
	Donate to Emergency	Indicates the earnings code is for donor activity in Emergency Leave Transfer programs. This field is not used by UCPath.
	Donate to Recipient	Indicates the earnings code is for donor activity in Voluntary Leave Transfer programs. This field is not used by UCPath.
	Receive from Bank	Indicates the earnings code is for recipient activity in Leave Bank or Emergency Leave Transfer programs. This field is not used by UCPath.
	Receive from Donor	Indicates the earnings code is for recipient activity in Voluntary Leave Transfer programs. This field is not used by UCPath.
Tax Class	Wage Tax and Social Security	Indicates the earnings code is used for wage taxes and social security calculations.
Hours Distribution	Yes	This earnings code distributes standard hours to a nonregular earnings code according to the parameters on the **Job Data** earnings distribution page. This check box controls the distribution of standard hours to nonregular earnings codes for salaried employees whose job earnings type is either by amount or percent. The distribute hours are based on a proration of the employees total standard hours defined in the job data component.
	No	Hours distributions not selected; for earnings codes with a payment type of amounts only or flat amount, deselect the **Hours Distribution** check box. These payment types do not calculate or display hours.
Pay Category Code **Note:** This is a legacy attribute from PPS used in interfaces for special processing. For example, used by the ERS interface to determine if a particular transaction affects effort.	Additional Pay	Additional pay beyond the established regular salary.
	Differential Pay	Additional pay beyond the straight-time rate of pay to compensate for work performed during an evening, late night or weekend shift.
	External Pay	Pay issued by external party, such as paid-direct earnings.
	Leave	Pay associated with leaves taken, such as vacation, sick, and so on.
	Normal/Regular Pay	Regular or contractual rate of pay (base salary).
	Not Specified	Default value for when a new earnings code is established and a category has not been assigned.
	Perquisite	Extra benefit supplementing an employee's salary, such as meals and lodging.
	Suspense/No Payment	Indicates that the earnings does not add to gross, such as WOS.
Time Code	By Agreement or Prerequisite	Used by ERS to determine if transaction should be included when calculating effort.
	Differential	Used by ERS to determine if transaction should be included when calculating effort.

Column Header	Component/Value	Description
Note: This is a legacy attribute from PPS used in interfaces for special processing. For example, used by the ERS interface to determine if a particular transaction affects effort.	Not Specified	Used by ERS to determine if transaction should be included when calculating effort.
	On Call Time	Used by ERS to determine if transaction should be included when calculating effort.
	Overseas Premium	Used by ERS to determine if transaction should be included when calculating effort.
	Overtime at 1 and a half	Used by ERS to determine if transaction should be included when calculating effort.
	Overtime Straight	Used by ERS to determine if transaction should be included when calculating effort.
	Regular	Used by ERS to determine if transaction should be included when calculating effort.
	Terminal Vacation	Used by ERS to determine if transaction should be included when calculating effort.
CDOS Code	None	Identifies the former PPS earnings code.
NRA Parent ERNCD	Blanks	Identifies the earn code's nonresident alien (NRA) parent earn code.
Exclude From Search	Include	Include earnings code when building drop-down search lists.
	Exclude	Determines if the earnings code should be visible online or via certain extensions when displaying items in drop-down lists. **Note:** NRA codes are set to **Exclude**.
	Not Specified	Exclude earnings code when building drop-down search lists.
Imputed Income	No	The earning code does not include imputed income.
	Not Specified	The earning code does not specify is imputed income is included.
	Yes	The earning code includes imputed income. Imputed income is the declared value of a UC benefit that must be treated as income for taxation purposes. Imputed income is considered additional income to the employee.
Shift Differential	Not Specified	This field is not used by UCPath.
UCRS Coverage **Note:** Used by the I-146 interface and controls whether or not a service credit row should be created for a given earnings code.	Not Specified/Not Subject	The earning code is not subject to UC Retirement System (UCRS) coverage.
	Subject to UCRS	The earning code is subject to UCRS coverage.
	Time Subject Conditionally	Indicates that the earnings have to be evaluated further to determine if subject to UCRS coverage.
Include in ABBR	No – Earning Code Not Included	Indicates the earnings associated with this code are excluded from annual base benefits rates (ABBR) calculations.
	Not Specified	ABBR impacts are not specified for earnings associated with this code

Column Header	Component/Value	Description
	Yes – Earning Code Included	Indicates the earnings associated with this code are included in ABBR calculations.
FMLA	No – Earning Code Not Included	The earning code is not included in eligibility hours for Family and Medical Leave Act (FMLA), California Family Rights Act (CFRA) and Pregnancy Disability Leave Law (PDLL).
	Not Specified	The earning code does not specify if it is included in eligibility hours for FMLA, CFRA and PDLL.
	Yes – Earning Code Included	The earning code is included in eligibility hours for FMLA, CFRA and PDLL.
Leave Accrual	No – Earning Code Not Included	The earning code is not included in eligibility hours for leave accrual.
	Not Specified	The earning code does not specify if it is included in eligibility hours for leave accrual.
	Yes – Earning Code Included	The earning code is included in eligibility hours for leave accrual.
Sabbatical	No – Earning Code Not Included	The earning code is not included in eligibility hours for sabbatical.
	Not Specified	The earning code does not specify if it is included in eligibility hours for sabbatical.
	Yes – Earning Code Included	The earning code is included in eligibility hours for sabbatical.
Benefits	No – Earning Code Not Included	The earning code is included in eligibility hours for benefits.
	Not Specified	The earning code does not specify if it is included in eligibility hours for benefits.
	Yes – Earning Code Included	The earning code is included in eligibility hours for benefits.
Career Status	No – Earning Code Not Included	The earnings code is not included in eligibility hours for career status.
	Not Specified	The earning code does not specify if it is included in eligibility hours for career status.
	Yes – Earning Code Included	The earnings code is included in eligibility hours for career status.
Eligible for Work Study	No – Exempt from WS Split	The earning code is not eligible for work study and therefore is exempt from Work Study split.
	Not Specified	The earning code's work study eligibility is not specified.
	Yes – Subject to WS Split	The earning code is eligible for work study and is subject to work study split.
Eligible for CBR	No – Exclude from CBR Processing	The earning code is not eligible for composite benefit rate (CBR) and should be excluded from CBR Processing.
	Not Specified	The earning code's CBR eligibility is not specified.

Column Header	Component/Value	Description
	S – Summer Salary	Earnings are subject to CBR Summer Rate.
	Yes – Include in CBR Processing	The earning code is eligible for CBR and should be included in CBR Processing.
Eligible for Bi-Weekly Accrual	No – Exclude from BW Accrual	The earning code is not eligible for biweekly (BW) accrual and should be excluded from BW accrual.
	Not Specified	The earning code's biweekly accrual eligibility is not specified.
	Yes – Include in BW Accrual	The earning code is eligible for biweekly accrual and should be included in biweekly accrual.
Eligible for GAEL	No/Bypass from GAEL Processing	The earning code is not eligible for General, Automotive and Employee Liability (GAEL) and should be bypassed from GAEL processing.
	Not Specified	The earning code's GAEL eligibility is not specified.
	Yes/Include in GAEL Processing	The earning code is eligible for GAEL and should be included in GAEL processing.
GL Leave Processing	No – Exclude from Leave Assess	The earning code is not eligible for general ledger (GL) leave processing and should be excluded from leave assess.
	Not Specified	The earning code is not specified for GL leave processing.
	Yes – Include in Leave Assess	The earning code is eligible for GL leave processing and should be included in leave assess.