

PCG Alert

01/31/14

RE: Payroll Repayment Earnings Code

Attention Payroll Officers:

Please forward this alert to those in your Organization who need this information:

The Payroll Repayment procedure is currently being reviewed and revised to include a new Earnings Code that offers a more effective tracking mechanism of monies collected to satisfy wage overpayments owed the State of Delaware. The procedure, PCG-REPAY, will be updated and distributed in the near future.

The WGR (Wage Repayment) Earnings/TRC code is to be used in managing the repayment of wage overpayments via payroll wage reductions. WGR is only to be used for pre-approved wage overpayments. PCG will be monitoring this earnings/TRC code.

Effective immediately, use WGR for all current calendar year wage overpayments; with the exception of wage overpayments involving Short Term Disability (STD).

If you have any questions regarding the Payroll Repayment process, please contact Adrienne Cobb, 672-5517 or Debbie Ide at 672-5506.

PCG Alerts are posted on the DOA Website:

http://accounting.delaware.gov/payroll_comp/communications.shtml