UCSF PAYROLL/PERSONNEL

TIME REPORTING ADJUSTMENT WORKSHEET

UPAY 644D-2A (R6/98)

46019 / 71455-291

DEPARTMENT

LATE PAY/LEAVE (to report prior period time)

EMPLOYEE NAME EMPLOYEE ID 1-9	TR CODE 10-11	PAY PERIOD END DATE 12-17	PAY CYCLE TYPE 18	ACCT DIST NO 19-20	ERC 90	TYP 91	DUC 92	TITLE CODE 22-25	LOC 26	DPA 27-32	FUND 37-41	PROGRAM CODE 42-47	SUB 48	RATE/ AMOUNT 56-62	A/H 63	REGULAR TIME DESC SERV 64-66	REGULAR TIME TOTAL REGULAR TIME ON PAY STATUS 67-71		REGULAR TIME H% 72	OVERTIME OR LEAVE TIME DESC SERV 73-75	OVERTIME OR LEAVE TIME TIME IN HOURS 76-80		OVERTIME OR LEAVE TIME DESC SERV 81-83	OVERTIME OR LEAVE TIME TIME IN HOURS 84-88		WSP 89
	LX																	+				+				+	
	LX																	+				+				+	
	LX																	+				+				+	
	LX																	+				+				+	
	LX																	+				+				+	

REDUCTION IN PAY/LEAVE (to reduce prior period time; amount and/or time values are treated as negative entries)

	RX																	-				-				-	
	RX																	-				-				-	
	RX																	-				-				-	
	RX																	-				-				-	
	RX																	-				-				-	

CERTIFICATION	DATE	APPROVED BY:	DATE

RETN: ACCOUNTING 5YRS SUBJECT TO CONTRACT AND GRANT REQUIREMENTS
OTHER COPIES 0-5 YRS