



California State Teachers' Retirement System  
*Secure Employer Web site*

**SEW F496 File Specification**

**March 01, 2011**

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## Summary of Changes

Date	Business Rule(s) Affected	Changes
7/1/2012	<p><b>MO-B021 MO-B033 MO-B038 MO-B039 MO-B056 MO-B072 MO-B082 MO-B092</b></p> <p><b>MO-B026 MO-B051</b></p> <p><b>MO-B032</b></p> <p><b>MO-B037</b></p> <p><b>MO-B058 MO-B059</b></p> <p><b>MO-B082</b></p> <p><b>MO-B090</b></p> <p><b>MO-B103</b></p> <p><b>MO-I009</b></p> <p><b>NA</b></p>	<p>Removed the following exclusion “This business rule is not applied if error MO-B057, MO-B058, MO-B059 is present.</p> <p>Changed how the rule evaluates previous lines when multiple matches are found</p> <p>Changed the timeframes for when default is determined</p> <p>Changed how the rule matches previous lines</p> <p>Added Unit Code to matching logic</p> <p>Removed the following exclusion “The business rule is not applied if the CalSTRS account was in membership status prior to 7/1/1996” and made this edit employer approvable.</p> <p>Changed date evaluation for supplemental files</p> <p>Reinstated this business rule</p> <p>Changed this rule from an integrity check to a warning (MO-W017).</p> <p>Added new section 1.1 F496 file specification compliance</p>
3/1/2011	<p><b>MO-B036</b></p> <p><b>MO-B002 MO-B003 MO-B005 MO-B007 MO-B008 MO-B009 MO-B010 MO-B011 MO-B016 MO-B017 MO-B018 MO-B019 MO-B020 MO-B021 MO-B023 MO-B024 MO-B025 MO-B026 MO-B027 MO-B028 MO-B029 MO-B030 MO-B031 MO-B032 MO-B033 MO-B034 MO-B036 MO-B038 MO-B039 MO-B040 MO-B041 MO-B042 MO-B043 MO-B044 MO-B045 MO-B046 MO-B047 MO-B048 MO-B049 MO-B050 MO-B051 MO-B052 MO-B053 MO-B054 MO-B085 MO-B087 MO-B088 MO-B089 MO-B090 MO-B092 MO-B093 MO-B094 MO-B097 MO-B098 MO-B099 MO-B100 MO-B101 MO-B102 MO-B108</b></p>	<p>Changed how Charter School unit codes are evaluated.</p> <p>Changed how far back in history the rule looks in trying to find a previous line</p> <p>Changed how the rule evaluates previous lines when multiple matches are found</p> <p>Removed the following exclusion “This business rule is not applied if error MO-B057, MO-B058, MO-B059 is present.</p>

1/1/2011	<p><b>MO-B016</b></p> <p><b>MO-B068</b></p> <p><b>MO-B001 MO-B086 MO-B090</b></p>	<p>Added exclusion for alternative retirement</p> <p>Updated the “new service credit” calculation description for positive and negative adjustment lines</p> <p>Removed the following exclusion “This business rule is not applied if error MO-B057, MO-B058, MO-B059 is present.</p>
03/09/2010	<p><b>MO-B026</b></p> <p><b>MO-B047 MO-B049</b></p> <p><b>MO-B088 MO-B089</b></p> <p><b>MO-B052 MO-B053 MO-B054</b></p> <p><b>All business rules</b></p>	<p>Additional assignment codes excluded from this rule</p> <p>Members prior to 7/1/1996 excluded from these rules</p> <p>Include “May” as a valid month for Summer-School reporting</p> <p>Add Contribution Code “2”, “5” and “6” to “<b>Exclusions</b>” list</p> <p>Add MO-B057, MO-B058 &amp; MO-B059 to “<b>Exclusions</b>” list for all edits except 093</p>
02/01/2010	<p><b>MO-B008</b></p> <p><b>MO-B057 MO-B058 MO-B059</b></p>	<p>Add Alternative Retirement Program participation as exclusion for the edit</p> <p>Add Report Unit as matching field</p>
10/01/2009	<p><b>MO-I023</b></p>	<p>Updated to reflect this is a signed field</p>
10/01/2009	<p><b>MO-B019 MO-B051 MO-B067</b>  <b>MO-B020 MO-B052 MO-B070</b>  <b>MO-B023 MO-B053 MO-B074</b>  <b>MO-B026 MO-B054 MO-B078</b>  <b>MO-B034 MO-B057 MO-B079</b>  <b>MO-B036 MO-B058 MO-B081</b>  <b>MO-B037 MO-B059 MO-B082</b>  <b>MO-B044 MO-B060 MO-B087</b>  <b>MO-B047 MO-B062 MO-B091</b>  <b>MO-B048 MO-B063 MO-B093</b>  <b>MO-B049 MO-B064 MO-B102</b>  <b>MO-B050 MO-B065 MO-B107</b>  <b>MO-B051 MO-B066 MO-B109</b></p>	<p>Addition of “complex” business rules</p>
2/25/2009	<p><b>MO-I041 MO-B112</b>  <b>MO-B110 MO-B113</b>  <b>MO-B111</b></p>	<p>Addition of AB1586 layout descriptions and business rules that will be required July 1, 2009</p>
2/24/2009	<p><b>All rules/checks/warnings</b></p>	<p>Changed labels:</p> <p>Error Number to Error ID  Error Message to Error Description  Resolution to Error Resolution</p>
2/24/2009	<p><b>MO-I023 MO-I033 MO-W006</b>  <b>MO-I024 MO-I034 MO-W007</b>  <b>MO-I025 MO-I035 MO-W008</b>  <b>MO-I026 MO-I036 MO-W010</b>  <b>MO-I028 MO-B033 MO-W011</b>  <b>MO-I029 MO-B055 MO-W012</b>  <b>MO-I031 MO-B056 MO-W013</b>  <b>MO-I032 MO-V001 MO-W014</b></p>	<p>Added text to resolution:</p> <p>NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.</p>

	<b>MO-V002 MO-V003 MO-W015 MO-V004 MO-W003 MO-W016 MO-W004 MO-W005</b>	
2/24/2009	<b>MO-B001 MO-B072 MO-B040 MO-B002 MO-B073 MO-B100 MO-B003 MO-B080 MO-B041 MO-B018 MO-B086 MO-B108 MO-B021 MO-B090 MO-B022 MO-B094</b>	Business rule resolutions updated
2/24/2009	<b>MO-V001 MO-V003 MO-V002 MO-V004</b>	Exclusion sections updated
12/10/2008	<b>MO-B086 MO-B090</b>	Changed the date criteria regarding when a contribution line crosses fiscal years (MO-B086). Added information about Supplemental F496 to business rule MO-B090.
10/29/2008	<b>MO-B085 MO-V001 MO-V002 MO-V003 MO-V004</b>	The Error Resolution has been rewritten and new exclusions have been added to Business Rule MO-B085.  Rounding information has been added to the Variance Rules.
10/21/2008	<b>MO-B021 MO-B040 MO-B022 MO-B041 MO-B027 MO-B043 MO-B029 MO-B046 MO-B030</b>	These Business Rules have been updated based on reviews by employers and CalSTRS staff.
9/15/2008	<b>MO-B083 MO-B084 MO-B093 MO-B096</b>	These Business Rules were removed from this document and therefore from the Secure Employer Web site due to their redundancy with integrity checks and ability to correct.

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## 1. Overview

This document contains information regarding the Defined Benefit Contribution File (F496). This document provides the basic guidelines required of an F496, detailed file layouts and file editing criteria.

The file guidelines section includes the basic requirements of an F496 based on whether it is a monthly, supplemental or partial F496. This section provides useful information regarding the basic file structure of an F496.

The file layout section includes detailed field information required on the F496 by line type. This section provides useful information regarding each field value required on an F496 by differing line type (Contribution, Page Total, Unit Total and Source Total lines).

The remaining sections include detailed information regarding the integrity checks, business rules, variance rules and warnings applied to F496 files when they are uploaded to the Secure Employer Web site.

The F496 (Defined Benefit) consists of four different integrity/ rule types – integrity checks, business rules, variance rules and warnings. Integrity check, business rule and variance rule errors must be corrected prior to file transmission to CalSTRS, where warnings are not required to be corrected. All types pertain to monthly as well as supplemental F496 files.

Each check/ rule/ warning is detailed by the following descriptors:

**Error ID** – System generated ID to identify the check/ rule/ warning

**Error Description** – A short description of the check/ rule/ warning

**Error Resolution** – A long description of the check/ rule/ warning and potential solutions

**Exclusions** – A reporting scenario or hierarchal rule that is excluded from that particular check/ rule/ warning. A reporting scenario exclusion is when a particular reporting scenario is not applied to the rule above (e.g., Contribution Code 2 lines are not evaluated by a particular check/ rule/ warning). System automation exclusion is something for your IT staff that may be automated in your system and/or creating reports based on these rules to show error hierarchy (e.g., Rule MO-B022 is not applied if MO-B021 exists on a Contribution Line). Have your IT staff contact our business readiness support if they have questions.

**Field(s) and Record Position(s)** – The F496 field(s) that are in error and their character position(s) on the F496 line

**Line Type Code** – The Line Type(s) the check/ rule/ warning applies to

**Payroll System Compatible** – Indicates that the check/ rule/ warning does not rely on any information stored at CalSTRS and could be coded in Employer payroll systems.

**Employer Approvable Error** – Indicates the business rule error can be “employer approved”. If an Employer determines the service being reported is correct, the business rule error can be marked as approved within SEW and the error will be removed from the line. Approved business rules will be periodically audited by CalSTRS staff to ensure compliance and proper use of this tool.

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## 1.1. F496 File Specification Compliance

All F496 files must be in compliance with the Secure Employer Website F496 file specification effective July 1, 2012. F496 files are in compliance if they do not contain any business rule errors or any integrity check errors. An F496 file that contains any of the business rule errors or integrity check errors listed below will not be in compliance and will not be accepted by CalSTRS.

MO-I001	MO-I035	MO-B033	MO-B068
MO-I002	MO-I036	MO-B034	MO-B070
MO-I003	MO-I037	MO-B036	MO-B072
MO-I004	MO-I038	MO-B037	MO-B073
MO-I005	MO-I039	MO-B038	MO-B074
MO-I006	MO-I040	MO-B039	MO-B078
MO-I007	MO-I041	MO-B040	MO-B079
MO-I008	MO-B001	MO-B041	MO-B080
MO-I010	MO-B002	MO-B042	MO-B081
MO-I011	MO-B003	MO-B043	MO-B082
MO-I012	MO-B005	MO-B044	MO-B085
MO-I013	MO-B007	MO-B045	MO-B086
MO-I014	MO-B008	MO-B046	MO-B087
MO-I015	MO-B009	MO-B047	MO-B088
MO-I016	MO-B010	MO-B048	MO-B089
MO-I017	MO-B011	MO-B049	MO-B090
MO-I018	MO-B016	MO-B050	MO-B092
MO-I019	MO-B017	MO-B051	MO-B093
MO-I020	MO-B018	MO-B052	MO-B094
MO-I021	MO-B019	MO-B053	MO-B097
MO-I022	MO-B020	MO-B054	MO-B098
MO-I023	MO-B021	MO-B055	MO-B099
MO-I024	MO-B022	MO-B056	MO-B100
MO-I025	MO-B023	MO-B057	MO-B101
MO-I026	MO-B024	MO-B058	MO-B102
MO-I027	MO-B025	MO-B059	MO-B103
MO-I028	MO-B026	MO-B060	MO-B107
MO-I029	MO-B027	MO-B062	MO-B108
MO-I030	MO-B028	MO-B063	MO-B109
MO-I031	MO-B029	MO-B064	MO-B110
MO-I032	MO-B030	MO-B065	MO-B111
MO-I033	MO-B031	MO-B066	MO-B112
MO-I034	MO-B032	MO-B067	MO-B113

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## 1.2. F496 File Guidelines

General F496 contributions file guidelines:

- Contribution Lines should be sorted and grouped by Unit Code
- Page Total Lines should be inserted every 28<sup>th</sup> Contribution Line of the F496 contribution file AND after the last Contribution Line for each Unit Code
- District Total Lines should be inserted after the last Page Total Line for each Unit Code
- The County Total Line should be the last line of the file.

Supplemental F496 contributions file guidelines:

- General F496 guidelines apply
- Service period dates cannot exceed the system date of the uploaded file

Partial F496 contributions file guidelines:

- Page Total Lines are NOT required to be present on file
- District Total Lines are NOT required to be present on file
- The County Total Line is NOT required to be present on file
- However, if Page, District, or County Total Lines are present on your file the general F496 guidelines apply

Required line types based on F496 file type:

File Type	Line Type Codes			
	L – Line	D – District	P – Page	C – County
Monthly F496	X	X	X	X
Supplemental F496	X	X	X	X
Partial Monthly F496	X			
Partial Supplemental F496	X			



### 1.3. F496 File Layouts

This section details the format in which to submit contribution information to the Defined Benefit (DB) Program via the F496 (Monthly Report). There are four line types contained within an F496 and each is detailed below.

The **Contribution Line** type contains detailed contribution information for each employee for a particular Unit Code. The **Contribution Line** type contains the following fields:

Field Position	Field Length	Field Name	Field Description	Field Edits*
1-4	4	Fiscal Year	Four Digit Ending Fiscal Year For Example: For Fiscal Year 2010-2011, use '2011'	MO-I020
5-13	9	Employee Social Security Number	Employee Social Security Number (no repeating characters allowed: 555555555)	MO-I021 MO-B059 MO-I022 MO-B097 MO-B001 MO-B108 MO-B058
14-23	10	Employee Last Name	Employee Last Name No special characters (hyphens, apostrophes, and spaces OK)	MO-B002 MO-B003
24-31	8	Employee First Name	Employee First Name	MO-B003
32-33	2	Employee Middle Initial(s)	Employee Middle Initial(s)	
34	1	Member Code	Membership status 1 = Member 2 = Non-member	MO-I014 MO-B019 MO-B005 MO-B020 MO-B007 MO-B022 MO-B008 MO-B040 MO-B009 MO-B041 MO-B010 MO-B042 MO-B011 MO-B058 MO-B016 MO-B059 MO-B017 MO-B080 MO-B018 MO-B094

Field Position	Field Length	Field Name	Field Description	Field Edits*
35-36	2	Assignment Code	Employment Status: 34 = Reduced Workload Program/Community College districts 35 = Early Retirement Incentive Program 36 = Reduced Workload Program (RWP for K-12 and Community College districts) 37 = Elected Officer of an Employee Union 44 = Hourly/Daily Substitutes in year round school (YRS) If non-member: report hourly/daily Pay Rate report full time equivalent (Monthly pay rate) 45 = Part-time employee (non-sub) or additional duties: year round school (K-12) If member: report hourly/daily pay rate report full time equivalent (Monthly pay rate) 46 = Employee on sabbatical leave: year round school If member: PT contract employee: year round school 47 = Member PT contract employee: year round school 49 = Intersession service in year round school (non-creditable), valid through 06/30/2002 54 = Hourly/Daily substitutes in conventional school If non-member: report hourly/daily pay rate report full time equivalent (Annual pay rate) 55 = Part-time employee (non-sub) or additional duties: conventional (K-12) school If member: report hourly/daily pay rate report full time equivalent (Annual pay rate) 56 = Employee on sabbatical leave: conventional school If member: full-time or part-time contract employee: conventional school 57 = Full-time or part-time contract employee: conventional school 58 = Member/non-member part-time in Community College (non-sub) If non-member: report hourly/daily pay rate report full time equivalent (Annual pay rate) 59 = Summer service in conventional school (non-creditable), valid through 06/30/2002 If member: retirement employment for those on CalSTRS retirement or disability 61 = Member retirement employment for those on CalSTRS retirement or disability 62 = Exchange / Sojourn full time member subsequent to 07/1/1996 (Other retirement system (ORS) prior to 07/01/1996) 63 = Post-retirement employment exempt from earning limit prior to 07/1/1996 64 = Teacher Assistant 71 = DBS Only: Limited term enhancement, valid from 07/1/2002 – present	MO-B021 MO-B022 MO-B023 MO-B024 MO-B025 MO-B026 MO-B027 MO-B028 MO-B029 MO-B030 MO-B031 MO-B032 MO-B043 MO-B042 MO-B045 MO-B058 MO-B059 MO-B073 MO-B080 MO-B088 MO-B089 MO-B094 MO-B098 MO-B099 MO-B101 MO-B102
37-44	8	Pay Rate	Rate of pay – Hourly, Daily, Monthly, or Annual Rate per pay code Decimal place assumed before last two positions	MO-I023 MO-B048 MO-B033 MO-B049 MO-B034 MO-B050 MO-B036 MO-B051 MO-B037 MO-B058 MO-B047 MO-B082

Field Position	Field Length	Field Name	Field Description	Field Edits*
45	1	Pay Code	0 = Annual or lump-sum 1 = 12 Monthly payments 2 = 11 Monthly payments 3 = 10 Monthly payments 4 = Hourly rate 7 = 13 payments 8 = Daily rate	MO-B038 MO-B048 MO-B039 MO-B049 MO-B040 MO-B050 MO-B041 MO-B051 MO-B042 MO-B052 MO-B043 MO-B053 MO-B044 MO-B054 MO-B045 MO-B058 MO-B046 MO-B059 MO-B047
46-52	7	Earnings	Earnings for the period reported by pay rate Negative amounts must be signed (See field edits for values) Decimal place assumed before last two positions	MO-I005 MO-B063 MO-I024 MO-B064 MO-I040 MO-B065 MO-B034 MO-B066 MO-B055 MO-B067 MO-B056 MO-B068 MO-B057 MO-B082 MO-B058 MO-B103 MO-B060 MO-B107 MO-B062 MO-B109
53-56	4	Member Contribution Rate (Post-Tax)	<u>Post-tax</u> member contribution rate Use 8% (i.e. 0800) for post-tax contributions Blank or zeros for no post-tax contributions	MO-I025 MO-B070 MO-B080
57	1	Contribution Code	Category of Contributions: 0 or Blank = non-member; current earnings; used for reporting non-members 1 = Current Member contributions; current earnings; 2 = Adjustment of previously omitted or incorrect Contributions 3 = Adjustment (+ or -) of previously reported Earnings (affects service credit) 4 = Receivable: Payroll deduction for CalSTRS payment 5 = Retroactive pay rate adjustment of previously reported service (does not generate service credit) (Use 3 for Earnings Only adjustments) 6 = Special Compensation lump-sums 9 = Non-creditable service (overtime, summer, intersession service prior to 07/01/2002)	MO-I005 MO-B073 MO-B033 MO-B074 MO-B038 MO-B080 MO-B042 MO-B085 MO-B045 MO-B187 MO-B046 MO-B100 MO-B055 MO-B101 MO-B056 MO-B058 MO-B059 MO-B072

Field Position	Field Length	Field Name	Field Description	Field Edits*
58-63	6	Member Contribution Amount (Post-Tax)	<u>Post-tax</u> Member Contributions Blank or zeros for no post-tax contributions	MO-I011 MO-B079 MO-I026 MO-B080 MO-I040 MO-B081 MO-B060 MO-B082 MO-B062 MO-B107 MO-B063 MO-V001 MO-B078
64-71	8	Service Period Begin	Service Period Begin Date CCYYMMDD Format (i.e. For Mar 1, 2010 use 20100301)	MO-I002 MO-B085 MO-I004 MO-B086 MO-B024 MO-B087 MO-B025 MO-B088 MO-B027 MO-B090 MO-B028 MO-B092 MO-B029 MO-B093 MO-B031 MO-B098 MO-B043 MO-B099 MO-B058 MO-B100 MO-B059 MO-B102 MO-B073
72-79	8	Service Period End	Service Period End CCYYMMDD Format (i.e. For Mar 31, 2010 use 20100331)	MO-I003 MO-B086 MO-I004 MO-B087 MO-B025 MO-B089 MO-B028 MO-B090 MO-B029 MO-B092 MO-B031 MO-B093 MO-B043 MO-B098 MO-B058 MO-B099 MO-B059 MO-B100 MO-B073 MO-B102 MO-B085
80-83	4	Source Code	Unique Source Code that identifies the Report Source (i.e. County Number)	MO-I006 MO-B059 MO-B058
84-86	3	Unit Code	Unique Unit Code that identifies the Report Unit (i.e. District Number)	MO-I008 MO-I027 MO-I012 MO-B092
87-88	2	Report Period	Two digit representation of the Report Period per your F496 submission schedule (i.e. '01' to denote July) Use "SU" as report period for all Supplemental F496 submissions	MO-I038 MO-I039 MO-B090

Field Position	Field Length	Field Name	Field Description	Field Edits*
89	1	Creditable Earnings Indicator	Asterisk (*) to denote member creditable earnings Blank to denote non-creditable earnings	
90	1	Line Type Code	Use "L" to denote Contribution Line	MO-I017
91-94	4	Member Contribution Rate (Pre-Tax)	<u>Pre-tax</u> Employer Paid Member Contribution Rate (EPMC Rate) Use 8% (i.e. 0800) for pre-tax contributions Blank or zeros for no EPMC	MO-I028 MO-I040 MO-B070 MO-B080
95-100	6	Member Contribution Amount (Pre-Tax)	<u>Pre-tax</u> Employer Paid Member Contribution Amount (EPMC Amount) Blank or zeros for no EPMC	MO-I011 MO-B079 MO-I029 MO-B080 MO-B060 MO-B081 MO-B062 MO-B082 MO-B063 MO-B107 MO-B078 MO-V001
101-102	2	Classification Code	Two digit Classification Code required for employees who meet AB1586 criteria:  01 = Lab Instructor 02 = Lecturer / General Instructor 03 = Adult Education Instructor 04 = Librarian 05 = Counselor  Blank or zeros for no Classification Code	MO-B110 MO-B111 MO-B112 MO-B113
103-108	6	Base Hours	Six digit Base Hours required for employees who meet AB1586 criteria: Decimal place assumed before last two positions (e.g. 075050 is assumed to equal 750.50 hours)  Valid range of base hours by classification code as follows: 01 Lab Instructor = 525 to 2080 hours (e.g. 525 should be reported as 052500) 02 Lecturer / General Instructor = 525 to 2080 hours 03 Adult Education Instructor = 875 to 2080 hours 04 Librarian = 1050 to 2080 hours 05 Counselor = 1050 to 2080 hours  Blank or zeros for no Base Hours	MO-I041 MO-B110 MO-B111 MO-B113
109-110	2	Spaces	No data required – blanks	

\*MO-I001 and MO-I010 error types do not apply to a specific field but to the Contribution Line as a whole

The **Page Total Line** type contains summarized contribution information from the previous 27 **Contribution Lines** for a particular Unit Code. The **Page Total Line** type contains the following fields:

Field Position	Field Length	Field Name	Field Description	Field Edits*
1-4	4	Fiscal Year	Four Digit Ending Fiscal Year For Example: For Fiscal Year 2010-2011, use '2011'	MO-I020
5-10	6	Line Count	Number of Contribution Lines (Line Type Code "L") on Page (Does NOT Include Total Lines)	MO-I030 MO-W001
11-15	5	Spaces	No data required - blanks	
16-27	12	Total Earnings	Cumulative Total of ALL Earnings for Page	MO-I031
28-39	12	Total Creditable Earnings	Cumulative Total of ALL Creditable Earnings for Page	MO-I032 MO-W016
40-50	11	Total Member Contribution Amount (Post-Tax)	Cumulative Total of ALL Member Contribution Amounts (Post-Tax) for Page	MO-I033 MO-W016
51-58	8	Total Receivables	Cumulative Total of ALL Receivable Amounts for Page (Sum of the Member Contributions for Contribution Code 4 lines only)	MO-I034
59-69	11	Total Employer Contribution Amount	Cumulative Total of ALL Employer Contributions Due on Creditable Earnings for Page	MO-I035 MO-V002
70-74	5	Page Number	A sequential number (1 to XXXX) assigned to each Page Total Line by District/ Report Unit. Numbering restarts when reporting Contribution Lines for a different District/ Report Unit.	MO-I037
75-76	2	Source Code	Unique Source Code that identifies the Report Source (i.e. County Number)	MO-I006 MO-I012
77-79	3	Unit Code	Unique Unit Code that identifies the Report Unit (i.e. District Number)	
80-82	3	Spaces	No data required - blanks	

Field Position	Field Length	Field Name	Field Description	Field Edits*
83	1	Line Type Code	Use "P" to denote Page Total Line	MO-I017
84-94	11	Total Member Contribution Amount (Pre-Tax)	Cumulative Total of ALL Employer Paid Member Contribution Amounts (Pre-Tax) for Page	MO-I036 MO-W016
95-110	16	Spaces	No data required - blanks	

\* MO-013 error types do not apply to a specific field but to the Page Total Line as a whole

The **District Total Line** type contains summarized contribution information from all previous **Contribution Lines** for a particular Unit Code. The **District Total Line** type contains the following fields:

Field Position	Field Length	Field Name	Field Description	Field Edits*
1-4	4	Fiscal Year	Four Digit Ending Fiscal Year For Example: For Fiscal Year 2010-2011, use '2011'	MO-I020
5-10	6	Line Count	Number of Contribution Lines (Line Type Code "L") for District/ Report Unit (Does NOT Include Total Lines)	MO-I030 MO-W002
11-15	5	Spaces	No data required - blanks	
16-27	12	Total Earnings	Cumulative Total of ALL Earnings for District/ Report Unit	MO-I031 MO-W003
28-39	12	Total Creditable Earnings	Cumulative Total of ALL Creditable Earnings for District/ Report Unit	MO-I032 MO-W004 MO-W016
40-50	11	Total Member Contribution Amount (Post-Tax)	Cumulative Total of ALL Member Contribution Amounts (Post-Tax) for District/ Report Unit	MO-I033 MO-W005 MO-W016
51-58	8	Total Receivables	Cumulative Total of ALL Receivable Amounts for District/ Report Unit (Sum of the Member Contributions for Contribution Code 4 lines only)	MO-I034 MO-W006

Field Position	Field Length	Field Name	Field Description	Field Edits*
59-69	11	Total Employer Contribution Amount	Cumulative Total of ALL Employer Contributions Due on Creditable Earnings for District/ Report Unit	MO-I035 MO-V003 MO-W007
70-74	5	Spaces	No data required - blanks	
75-76	2	Source Code	Unique Source Code that identifies the Report Source (i.e. County Number)	MO-I006 MO-I012
77-79	3	Unit Code	Unique Unit Code that identifies the Report Unit (i.e. District Number)	
80-82	3	Spaces	No data required - blanks	
83	1	Line Type Code	Use "D" to denote District Total Line	MO-I017 MO-I018
84-94	11	Total Member Contribution Amount (Pre-Tax)	Cumulative Total of ALL Employer Paid Member Contribution Amounts (Pre-Tax) for District/ Report Unit	MO-I036 MO-W008 MO-W016
95-110	16	Spaces	No data required - blanks	

\* MO-I015 error types do not apply to a specific field but to the District Total Line as a whole

The **County Total Line** type contains summarized contribution information from all previous **Contribution Lines** for all Unit Codes. The **County Total Line** type contains the following fields:

Field Position	Field Length	Field Name	Field Description	Field Edits*
1-4	4	Fiscal Year	Four Digit Ending Fiscal Year For Example: For Fiscal Year 2010-2011, use '2011'	MO-I020
5-10	6	Line Count	Number of Contribution Lines (Line Type Code "L") for County/ Report Source (Does NOT Include Total Lines)	MO-I030 MO-W009
11-15	5	Spaces	No data required - blanks	



Field Position	Field Length	Field Name	Field Description	Field Edits*
16-27	12	Total Earnings	Cumulative Total of ALL Earnings for County/ Report Source	MO-I031 MO-W010
28-39	12	Total Creditable Earnings	Cumulative Total of ALL Creditable Earnings for County/ Report Source	MO-I032 MO-W011 MO-W016
40-50	11	Total Member Contribution Amount (Post-Tax)	Cumulative Total of ALL Member Contribution Amounts (Post-Tax) for County/ Report Source	MO-I033 MO-W012 MO-W016
51-58	8	Total Receivables	Cumulative Total of ALL Receivable Amounts for County/Report Source (Sum of the Member Contributions for Contribution Code 4 lines only)	MO-I034 MO-W013
59-69	11	Total Employer Contribution Amount	Cumulative Total of ALL Employer Contributions Due on Creditable Earnings for County/Report Source	MO-I035 MO-V004 MO-W014
70-74	5	Spaces	No data required - blanks	
75-76	2	Source Code	Unique Source Code that identifies the Report Source (i.e. County Number)	MO-I006
77-82	6	Spaces	No data required - blanks	
83	1	Line Type Code	Use "C" to denote County Total Line	MO-I017 MO-I019
84-94	11	Total Member Contribution Amount (Pre-Tax)	Cumulative Total of ALL Employer Paid Member Contribution Amounts (Pre-Tax) for County/Report Source	MO-I036 MO-W015 MO-W016
95-110	16	Spaces	No data required - blanks	

\*MO-I007, MO-I016 error types do not apply to a specific field but to the County Total Line as a whole

### 1.4. F496 Reversal and Adjustment Guidelines

The following section provides information on how to correctly report lines on your F496 that are meant to reverse or adjust previously reported lines.

#### Reversal and Adjustment Matching Criteria

F496 Field	Adjustment Type		
	Reversal	Pay Rate Adjustment (CC5)	Earnings Adjustment (CC3)
Fiscal Year			
Employee Social Security Number (Tax ID)	<b>Match</b>	<b>Match</b>	<b>Match</b>
Employee Last Name			
Employee First Name			
Employee Middle Initial(s)			
Member Code	<b>Match</b>	<b>Match</b>	<b>Match</b>
Assignment Code	<b>Match</b>	<b>Match</b>	<b>Match</b>
Pay Rate	<b>Match</b>	See Note 1	See Note 1
Pay Code	<b>Match</b>	See Note 2	<b>Match</b>
Earnings	<b>Match</b>		
Member Contribution Rate (Post-Tax)	See Note 3	See Note 3	See Note 3
Contribution Code	<b>Match</b>		<b>Match</b>
	See Note 4	See Note 4	See Note 4
Member Contribution Amount (Post-Tax)	<b>Match</b>		
	See Note 5		
Service Period Begin	<b>Match</b>	<b>Match</b>	<b>Match</b>
	See Note 6	See Note 6	See Note 6
Service Period End	<b>Match</b>	<b>Match</b>	<b>Match</b>
	See Note 6	See Note 6	See Note 6
Source Code	<b>Match</b>	<b>Match</b>	<b>Match</b>
Unit Code	<b>Match</b>	<b>Match</b>	<b>Match</b>
Report Period			
Creditable Earnings Indicator			
Line Type Code			
Member Contribution Rate (Pre-Tax)			
Member Contribution Amount (Pre-Tax)	<b>Match</b>		
	See Note 5		
Classification Code			
Base Hours			

**CalSTRS Recommends:**

- If the adjustment/ reversal contains contributions, verify whether they should be “Post-Tax” or “Pre-Tax” contributions. The adjustment/ reversal will fail if the contributions are reported in the incorrect field.
- Always check CalSTRS’ records prior to submitting adjustments / reversals. CalSTRS’ records often differ, causing the adjustment / reversal to fail.
- When reversing previously reported RWP lines, create one reversal line per one target line.
- If the adjustment is for a service period prior to Fiscal Year 1988/1989, please request member ledgers from your CalSTRS representative so that you can verify the service you are trying to adjust.

**Note 1 – Pay Rate**

For Pay Rate Adjustments

- The Pay Rate on the reversal line must indicate an increase or decrease from the target line(s)

For Earnings Adjustments

- The Pay Rate needs to match, unless the target line(s) is for special compensation (Contribution Code 6) with a negative earnings value and is not coded for RWP (Assignment Code 34<sup>1</sup> or 36)

**Note 2 – Pay Code**

For Pay Rate Adjustments

- If the Pay Rate adjustment line represents Reduced Workload Program (RWP), Pay Code does not have to match

**Note 3 - Earnings**

For Reversals:

- The sum of all earnings on the target line(s) must match but have opposite signs (positive or negative amount) to the earnings on reversal line

For Pay Rate Adjustments

- If the Pay Rate adjustment results in a change of service credit of +/- .0014 then the adjustment will fail

For Earnings Adjustments:

- The target lines’ Earnings must be positive, if the incoming adjustment lines’ Earnings are negative - For example, if both the adjustment line and the target line both have negative earnings, but all other fields match per the matching criteria in Table 1, then the system will NOT consider this a match

**Note 4 - Contribution Code**

For Reversals:

- Contribution code is considered a match when:
  - 1) It matches exactly on both the reversal line and the target line(s) OR
  - 2) It is Blank, 0, 1 or 3 can reverse either Blank, 0, 1 or 3

---

<sup>1</sup> Assignment Code 34 has been discontinued. Please use Assignment Code 36 for proper reporting of Reduced Workload Program assignments.

**Example:** Contribution Code blank can reverse Contribution Code blank, 0, 1 or 3

For Pay Rate Adjustments

- The Contribution Code on the target line or lines must equal blank, 0, 1 or 3

For Earnings Adjustments

- If the adjustment has Contribution Code 3 then the target line or lines must have Contribution Code blank, 0, 1 or 3

### **Note 5 - Contributions (only if present on target line(s))**

For Reversals:

- The sum of all contributions on the target line(s) must match but have opposite signs to the contributions on the reversal line

### **Note 6 - Service Period Begin and Service Period End**

For Reversals, Pay Rate Adjustments and Earnings Adjustments:

- The range of service period on the reversal line must cover exactly the range of all service periods on the target line or lines

**Example** - Single target line: If the Service Period Begin of the target line is 9/1/2009 and the Service Period End is 9/30/2009, then the Service Period Begin on the Reversal/Adjustment line must be exactly 9/1/2009 and the Service Period End must be exactly 9/30/2009

**Example** - Multiple target lines: If the earliest Service Period Begin of the target lines is 8/1/2008 and the latest Service Period End of all the target lines is 5/31/2009, then the Service Period Begin on the Reversal/Adjustment line must be exactly 8/1/2008 and the Service Period End must be exactly 5/31/2009. No target lines may exceed the Service Period Begin or End of the Reversal/Adjustment line

## Reversing Previously Reported Lines

The reversal line (the line on your F496 meant to reverse an existing line in CalSTRS' system) must match a target line or lines in CalSTRS' system, per the matching criteria within this section, in order for the reversal to be successful.

Reversal lines found to match an existing target line or lines will NOT be subject to the business rules indicated in this document (denoted as MO-B...).

### Example - A Properly Coded Reversal Line:

Line Description	Employee SSN	Member Code	Assignment Code	Pay Rate	Pay Code	Earnings	Contribution Code	Service Period Begin	Service Period End
Target	123456789	2	54	95.00	8	1,235.00	3	10/1/2000	10/31/2000
Reversal	123456789	2	54	95.00	8	-1,235.00	3	10/1/2000	10/31/2000

### Common Reasons why Reversals are unsuccessful (highlighted below in red):

- Member Code not matching (1 instead of 2)
- Assignment Code not matching (55 instead of 54)
- Pay Rate, Earnings or Contributions (if present) not matching to the penny
- Service period not matching to the day
- Trying to reverse multiple RWP lines with one reversal line

### Example – An Improperly Coded Reversal Line:

Line Description	Employee SSN	Member Code	Assignment Code	Pay Rate	Pay Code	Earnings	Contribution Code	Service Period Begin	Service Period End
Target	123456789	2	54	95.00	8	1,235.00	3	10/1/2000	10/31/2000
Reversal	123456789	1	55	95.01	8	-1,235.01	3	10/1/2000	11/01/2000

### Common Reasons why reversing multiple lines with one reversal line is unsuccessful:

- In the example below, the reversal is intended to back out two lines reported for Report Unit 62100. The reversal failed because another line from Report Unit 62200 exists with matching fields. CalSTRS does not match on Report Unit, so in this scenario CalSTRS found 3 lines that match per the criteria in [Reversal and Adjustment Matching Criteria](#) table and therefore expects -300 in Earnings.
- In this scenario, the reversal line would be unsuccessful and each target line should be reversed individually.

Line Description	Report Unit	Member Code	Assignment Code	Pay Rate	Pay Code	Earnings	Contribution Code	Service Period Begin	Service Period End
Target	62100	2	54	100.00	8	100.00	3	10/1/2000	10/31/2000
Target	62100	2	54	100.00	8	100.00	3	10/1/2000	10/31/2000
Other	62200	2	54	100.00	8	100.00	3	10/1/2000	10/31/2000
Reversal	62100	2	54	100.00	8	-200.00	3	10/1/2000	10/31/2000

- In the example below, the reversal was intended to back out three lines that fell within the span of 11/20/2008 through 2/19/2009. Another line exists with matching fields that also falls within the span of the service period so CalSTRS found 4 lines that match per the criteria in [Reversal and Adjustment Matching Criteria](#) table and therefore expects -500 in Earnings on the reversal line. In this scenario, the line dated 11/20 through 12/19 should be backed out on its own. The other two lines could be backed out together using 12/20/2009 through 2/19/2009 as the Service Periods or individually using each lines respective Service Periods.

Line Description	Report Unit	Member Code	Assignment Code	Pay Rate	Pay Code	Earnings	Contribution Code	Service Period Begin	Service Period End
Target	62100	2	54	100.00	8	100.00	3	11/20/2008	12/19/2008
Target	62100	2	54	100.00	8	100.00	3	12/20/2008	1/19/2009
Target	62100	2	54	100.00	8	100.00	3	1/20/2009	2/19/2009
Other	62100	2	54	100.00	8	200.00	3	11/21/2008	11/30/2008
Reversal	62100	2	54	100.00	8	-300.00	3	11/20/2008	2/19/2009

## Adjusting Pay Rate of Previously Reported Lines

Adjusting a pay rate for previously reported lines is done through the use of the Contribution Code 5. For Earnings adjustments use Contribution Code 3 and see the following section on *Adjusting Earnings on Previously Reported Lines* for more information.

A Pay Rate adjustment line must match a target line or lines in CalSTRS' system per the [Reversal and Adjustment Matching Criteria](#) table and pass additional checking in order for the adjustment to be successful. See Business Rule [MO-B059](#) for more information.

Once CalSTRS system has determined if target lines exist, additional checking is done to validate the Pay Rate adjustment:

- If the Pay Rate adjustment results in a change of service credit of +/- .0014 (+/- .0001 for RWP) then the adjustment will fail. See Business Rule [MO-B067](#) and [MO-B068](#) within this document for more information
- If there is no detectable Pay Rate increase or decrease then the adjustment will fail. See Business Rule [MO-B037](#) within this document for more information

### Common Reasons why Pay Rate adjustments are unsuccessful:

- Service period not matching to the day (1 line or multiple lines)
- Pay Rates not matching within the target lines found (i.e. Adjustment line has Rate A, target line #1 has Rate B and target line #2 has Rate C)
- Improper calculation of Earnings based on the new Pay Rate adjustment

Incorrect									
Line Description	SSN	Member Code	Assignment Code	Pay Rate	Pay Code	Earnings	Contribution Code	Service Period Begin	Service Period End
Target	123456789	1	54	100.00	8	100.00	1	9/1/2000	9/30/2000
Target	123456789	1	54	90.00	8	90.00	1	10/1/2000	10/31/2000
Adjustment	123456789	1	54	110.00	8	40.00	5	9/1/2000	11/01/2000

Correct									
Line Description	SSN	Member Code	Assignment Code	Pay Rate	Pay Code	Earnings	Contribution Code	Service Period Begin	Service Period End
Target	123456789	1	54	90.00	8	90.00	1	10/1/2000	10/31/2000
Adjustment	123456789	1	54	100.00	8	10.00	5	10/1/2000	10/31/2000

### Calculating Retroactive Pay Rate Adjustment Earnings (CC5)

This section will walk through the steps of calculating the Earnings to report on a retroactive Pay Rate adjustment. These calculations are shown manually for conceptual purposes. Ideally, this logic should be built into your HR/Payroll System for highest efficiency. Otherwise, the use of a tool such as MS Excel can make these calculations much easier to manage – See Excel Tip later in this section.

Scenario:

- At the beginning of the school year, this teacher's contract was \$4,761.08, which he worked from September through November:

September through November as reported:									
Line Description	SSN	Member Code	Assignment Code	Pay Rate	Pay Code	Earnings	Contribution Code	Service Period Begin	Service Period End
Target	123456789	1	57	4761.08	3	4761.08	1	9/05/2008	9/30/2008
Target	123456789	1	57	4761.08	3	4500.00	1	10/1/2008	10/31/2008
Target	123456789	1	57	4761.08	3	4761.08	1	11/1/2008	11/30/2008
Other	123456789	1	55	13000.00	0	350.00	1	11/1/2008	11/30/2008

- In December, the contract was renegotiated to \$4,999.13 retroactive back to September. This adjustment will be reported with a Contribution Code 5. But how should it be calculated?

Step 1

Calculate the difference between the new Pay Rate and the old Pay Rate:

$$\begin{array}{r}
 4999.13 \\
 - 4761.08 \\
 \hline
 = 238.05
 \end{array}$$

Step 2:

Sum the actual Earnings for the period needing adjustment<sup>2</sup>:

$$\begin{array}{r}
 4,761.08 \\
 + 4,500.00 \\
 + 4,761.08 \\
 \hline
 = 14,022.16
 \end{array}$$

Step 3:

Divide the sum of earnings (from Step 2) by the old Pay Rate to produce a multiplier:

$$\begin{array}{r}
 14,022.16 \\
 \div 4,761.08 \\
 \hline
 = 2.9452
 \end{array}$$

Step 4

Multiply the answer from Step 1 by the multiplier from Step 3:

$$\begin{array}{r}
 238.05 \\
 \times 2.945 \\
 \hline
 = 701.06
 \end{array}$$

Summary Formula:

(New Pay Rate – Old Pay Rate) x (Sum of Earnings for Period ÷ Old Pay Rate) = Earnings to report on CC5 line

**MS Excel Tip:** Plug in all the values listed in the Summary Formula into their own cells in an Excel spreadsheet and create a formula as shown to calculate the Earnings to Report on the Pay Rate Adjustment (CC5) line.

Report the New CC5 line as follows									
Line Description	SSN	Member Code	Assignment Code	Pay Rate	Pay Code	Earnings	Contribution Code	Service Period Begin	Service Period End
Adjustment	123456789	1	57	4999.13	3	701.06	5	9/05/2008	11/30/2008

<sup>2</sup> Only add earnings from the contract that was being adjusted (e.g. Assignment Code 57 lines reported, not 55 in this example)



---

## Adjusting Earnings of Previously Reported Lines

Adjusting earnings for previously reported lines is done through the use of the Contribution Code 3. While the Contribution Code 3 is also used to report previously omitted earnings (arrears), this guideline only pertains to using the Contribution Code 3 for adjusting previously reported lines.

An Earnings adjustment line must match a target line or lines in order for the adjustment to be successful. See [Reversal and Adjustment Matching Criteria](#) table for Earnings adjustment line matching criteria. See Business Rule [MO-B058](#) for more information.

Please see the “[Common Reasons why Reversals are unsuccessful](#)” section above for common reasons why Earnings adjustments are unsuccessful.

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## 2. F496 (Defined Benefit) Contribution File Integrity Checks

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**Error ID :** MO-I001

**Error Description:** RI Control record not found for current system date. Please contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

**Error Resolution:** This is an internal CalSTRS system error. If you receive this Error Description contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) immediately.

**Exclusions:** None

**Field(s) and Record Position(s):** Not applicable

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

---

**Error ID :** MO-I002

**Error Description:** Invalid Service Period Begin

**Error Resolution:** The Service Period Begin can only contain numbers (i.e., 1,2,3,4,5,6,7,8,9,0). Change the non numeric characters to numeric characters.

The Service Period Begin must be a NON zero value. Change the Service Period Begin to a NON zero value.

The Service Period Begin must be valid. Examples of invalid dates include using months outside of 1 through 12, days that exceed the amount allotted in a month (e.g., February 30, January 32, etc.). Change the invalid dates.

Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Service Period Begin (64-71)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-I003

**Error Description:** Invalid Service Period End

**Error Resolution:** The Service Period End can only contain numbers (i.e., 1,2,3,4,5,6,7,8,9,0). Change the non numeric characters to numeric characters.

The Service Period End must be a NON zero value. Change the Service Period End to a NON zero value.

The Service Period End must be valid. Examples of invalid dates include using months outside of 1 through 12, days that exceed the amount allotted in a month (e.g., February 30, January 32, etc.). Change the invalid dates.

Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Service Period End (72-79)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-I004

**Error Description:** Service Period Begin greater than Service Period End

**Error Resolution:** The Service Period Begin cannot exceed the Service Period End (e.g., begin date of 11/15/07 and end date of 11/13/07). Change the invalid dates. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 or MO-I002 or MO-I003 is present

**Field(s) and Record Position(s):** Service Period Begin (64-71), Service Period End (72-79)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-I005

**Error Description:** Contribution Code equal to 4 and Earnings not zero

**Error Resolution:** Earnings must be zero if the Contribution Line is reported with Contribution Code 4 (Receivable: payroll deduction for CalSTRS payment). Verify that the Contribution Code

being reported is accurate. Change the Contribution Code if inaccurate or remove the reported Earnings on the Contribution Line. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Contribution Code (57), Earnings (46-52)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Error ID :** MO-I006

**Error Description:** The Source Code is invalid or does not match the Source Code that uploaded the file

**Error Resolution:** The Source Code can only contain numbers (i.e., 1,2,3,4,5,6,7,8,9,0). Change the non numeric characters to numeric characters.

The Source Code within the file does not match the Source Code of the SEW user who uploaded the file. Either change the Source Code to match the Source Code of the user who uploaded the file or log into SEW with the correct Source Code that matches the Source Code within the file. and upload the file. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Source Code (80-83) (Contribution Line), Source Code (75-76) (Page, District and County Total Line)

**Line Type Code:** L – Contribution Line, P – Page Total Line, D – District Total Line, C – County Total Line

**Payroll System Compatible:** Partial

**Error ID :** MO-I007

**Error Description:** No County Total Line

**Error Resolution:** A County Total Line is required. Verify that no County Total Line exists. If one exists and you are receiving this Error Description, make sure the line is coded correctly with Line Type Code C. If none exist, add a County Total Line. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present.

Partial Monthly and Partial Supplemental F496 Files do not require a County Total Line.

**Field(s) and Record Position(s):** Not applicable

**Line Type Code:** C – County Total Line

**Payroll System Compatible:** Yes

-----  
**Error ID :** MO-I008

**Error Description:** Unit Code is blank or invalid for Source Code on Contribution Line

**Error Resolution:** If blank or invalid, supply the correct Unit Code by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW. If the Unit Code is valid, CalSTRS may not have a record of this Unit Code within their corporate database. Contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com if you believe this is a valid Unit Code.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Unit Code (90)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Partial – an edit for blank Unit codes could be implemented.

-----  
**Error ID :** MO-I010

**Error Description:** Contribution Line(s) for Unit Code but no matching District Total Line

**Error Resolution:** A District Total Line must be present for every reported Unit Code. Verify that no District Total Line exists. If one exists and you are receiving this Error Description, make sure the line is coded correctly with Line Type Code D. If none exist, add a District Total Line. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present.

Partial Monthly and Partial Supplemental F496 Files do not require District Total Lines.

**Field(s) and Record Position(s):** Not applicable

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-I011

**Error Description:** The Member Contribution Amount (Pre-Tax) and Member Contribution Amount (Post-Tax) on the same Contribution Line are both greater than zero

**Error Resolution:** Determine if the Contribution Line should contain a Pre-Tax amount or Post-Tax amount and report accordingly. A Contribution Line cannot be populated with ***BOTH*** a Pre-Tax and Post-Tax amount. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If the Pre-Tax and Post-Tax amounts are valid, you will need to report more than one Contribution Line. CalSTRS does not accept Contribution Lines with BOTH a Pre-Tax and Post-Tax amount.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 or MO-I026 or MO-I029 is present

**Field(s) and Record Position(s):** Member Contribution Amount (Post-Tax) (58-63), Member Contribution Amount (Pre-Tax) (95-100)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-I012

**Error Description:** Unit Code is out of sequence

**Error Resolution:** The Unit Code on the line does not match the Unit Code on the previous line. Verify that the line is coded with the correct Unit Code. If correct, the line needs to be grouped with other line(s) with the same Unit Code. If incorrect, correct the Unit Code. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present.

This integrity check does not apply to Partial Monthly and Partial Supplemental F496 Files.

**Field(s) and Record Position(s):** Unit Code (84-86) (Contribution Line), Unit Code (77-79) (Page and District Total Line)

**Line Type Code:** L – Contribution Line, P – Page Total Line, D – District Total Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-I013

**Error Description:** The Page Total Line is out of sequence, it must be immediately preceded by a Contribution Line with the same Unit Code and then the Page Total Line must be immediately followed by either a District Total Line or another Contribution Line with the same Unit Code

**Error Resolution:** Verify the validity of the Page Total Line. Remove the Page Total Line if incorrect. If correct, the line preceding or following this Page Total Line is in error. Correct the invalid lines or remove them by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Not Applicable

**Line Type Code:** P – Page Total Line

**Payroll System Compatible:** Yes

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**Error ID :** MO-I014

**Error Description:** Member Code is not equal to “1” (member) or “2” (non-member)

**Error Resolution:** The Member Code must be either a “1” (member) or a “2” (non-member). Change the invalid value to a 1 or a 2 by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Member Code (34)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

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**Error ID :** MO-I015

**Error Description:** District Total Line with no valid Contribution Line(s)

**Error Resolution:** No valid Contribution Line(s) exist for a reported District Total Line. If the District Total Line is valid, supply the Contribution Lines associated with that Unit Code. If invalid, remove the District Total Line. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Not applicable

**Line Type Code:** D – District Total Line

**Payroll System Compatible:** Yes

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**Error ID :** MO-I016

**Error Description:** County Total Line with no valid District Total Line(s)

**Error Resolution:** No valid District Total Line(s) exist for a reported County Total Line. Add District Total Line(s) if the County Total Line is valid. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Not applicable

**Line Type Code:** C – County Total Line

**Payroll System Compatible:** Yes

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**Error ID :** MO-I017

**Error Description:** The Line Type Code is invalid, it must be L, P, D or C

**Error Resolution:** The Line Type Code must be L (Contribution Line), P (Page Total Line), D (District Total Line) or C (County Total Line). Change the Line Type Code to indicate the line type being reported. Correct the line by making the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** None

**Field(s) and Record Position(s):** Line Type Code (90) (Contribution Line), Line Type Code (83) (Page, District and County Total Line)

**Line Type Code:** L – Contribution Line, P – Page Total Line, D – District Total Line, C – County Total Line

**Payroll System Compatible:** Yes



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**Error ID :** MO-I018**Error Description:** Multiple District Total Lines**Error Resolution:** Only one District Total Line can exist per Unit Code. Verify that the multiple District Total Lines are not another type of line (e.g., Page Total Line – P or County Total Line – C). Remove the District Total Line(s) if invalid. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present**Field(s) and Record Position(s):** Line Type Code (83)**Line Type Code:** D – District Total Line**Payroll System Compatible:** Yes

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**Error ID :** MO-I019**Error Description:** Multiple County Total Lines**Error Resolution:** Only one County Total Line can exist per uploaded file. Verify that the multiple County Total Lines are not another type of line (e.g., Page Total Line - P or District Total Line -D). Remove the County Total Line(s) if invalid. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present**Field(s) and Record Position(s):** Line Type Code (83)**Line Type Code:** C – County Total Line**Payroll System Compatible:** Yes

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**Error ID :** MO-I020**Error Description:** The Fiscal Year does not contain a valid numeric value or does not equal the Fiscal Year displayed in the Secure Employer Web Site when the File was uploaded**Error Resolution:** The entire Fiscal Year field can only contain numbers (i.e., 1,2,3,4,5,6,7,8,9,0). Change the non numeric characters (including spaces) to numeric characters.

The Fiscal Year indicated on the line does not match the Fiscal Year displayed within the Secure Employer Web site when the file was uploaded. Change the Fiscal Year to match what was displayed when the file was uploaded (e.g., If Fiscal Year 2007/2008 was displayed when the file was uploaded, the Fiscal Year field on each line must be 2008).

Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Fiscal Year (1-4)

**Line Type Code:** L – Contribution Line, P – Page Total Line, D – District Total Line, C – County Total Line

**Payroll System Compatible:** Partial

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**Error ID :** MO-I021

**Error Description:** Employee Social Security Number does not contain a valid numeric value

**Error Resolution:** The entire Employee Social Security Number can only contain numbers (i.e., 1,2,3,4,5,6,7,8,9,0). Change the non numeric characters (including spaces) to numeric characters by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Employee Social Security Number (5-13)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

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**Error ID :** MO-I022

**Error Description:** Employee Social Security Number cannot have repeating characters

**Error Resolution:** The Employee Social Security Number cannot contain all repeating characters (i.e., 55555555). Change to a valid entry by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 or MO-I021 is present.

**Field(s) and Record Position(s):** Employee Social Security Number (5-13)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Error ID :** MO-I023

**Error Description:** The Pay Rate does not contain a valid numeric value (signed\* or unsigned)

**Error Resolution:** The entire Pay Rate field must contain either all valid numeric values (signed\* or unsigned) or be blank. Change the non-numeric values to all numeric values (signed\* or unsigned) or change the entire field to blank. Negative values must be in a valid signed\* format. See table and note below for valid signed\* values. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

A	B	C	D	E	F	G	H	I	{	J	K	L	M	N	O	P	Q	R	}
+1	+2	+3	+4	+5	+6	+7	+8	+9	+0	-1	-2	-3	-4	-5	-6	-7	-8	-9	-0

NOTE: A signed\* numeric field is a numeric value with a sign representation in the right most character. For example: a 6 character fixed positional text value of ‘654321’ can be represented ‘654321’ or ‘65432A’. The value -654321 can **ONLY** be represented as ‘65432J’ where the last character would be replaced with a ‘J’ to represent a value of 1 and that the complete value is negative.

\*All signed values must be uppercase (e.g., A, B, C not a, b, c etc.)

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Pay Rate (37-44)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Error ID :** MO-I024

**Error Description:** Earnings does not contain a valid numeric value (signed\* or unsigned)

**Error Resolution:** The entire Earnings field must contain either all valid numeric values (signed\* or unsigned) or be blank\*\*. Change the non-numeric values to all numeric values (signed\* or unsigned) or change the entire field to blank\*\*. Negative values must be in a valid signed\* format. See table and note below for valid signed\* values. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

A	B	C	D	E	F	G	H	I	{	J	K	L	M	N	O	P	Q	R	}
+1	+2	+3	+4	+5	+6	+7	+8	+9	+0	-1	-2	-3	-4	-5	-6	-7	-8	-9	-0

NOTE: A signed\* numeric field is a numeric value with a sign representation in the right most character. For example: a 6 character fixed positional text value of '654321' can be represented '654321' or '65432A'. The value -654321 can **ONLY** be represented as '65432J' where the last character would be replaced with a 'J' to represent a value of 1 and that the complete value is negative.

\*All signed values must be uppercase (e.g., A, B, C not a, b, c etc.)

\*\*Related Integrity Check - MO-I040: The Earnings, Member Contribution Amount (Post-Tax), and Member Contribution Amount (Pre-Tax) fields cannot all contain zero or blank amounts.

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Earnings (46-52)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Error ID :** MO-I025

**Error Description:** The Member Contribution Rate (Post-Tax) does not contain a valid numeric value

**Error Resolution:** The entire Member Contribution Rate (Post-Tax) field must contain either all numeric values (i.e., 1,2,3,4,5,6,7,8,9,0) or be blank. Change the non-numeric values to all numeric values or change the entire field to blank. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Member Contribution Rate (Post-Tax) (53-56)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Error ID :** MO-I026

**Error Description:** The Member Contribution Amount (Post-Tax) does not contain a valid numeric value (signed\* or unsigned)

**Error Resolution:** The entire Member Contribution Amount (Post-Tax) field must contain either all valid numeric values (signed\* or unsigned) or be blank\*\*. Change the non-numeric values to all numeric values (signed\* or unsigned) or change the entire field to blank\*\*. Negative values must be in a valid signed\* format. See table and note below for valid signed\* values. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

A	B	C	D	E	F	G	H	I	{	J	K	L	M	N	O	P	Q	R	}
+1	+2	+3	+4	+5	+6	+7	+8	+9	+0	-1	-2	-3	-4	-5	-6	-7	-8	-9	-0

NOTE: A signed\* numeric field is a numeric value with a sign representation in the right most character. For example: a 6 character fixed positional text value of '654321' can be represented '654321' or '65432A'. The value -654321 can **ONLY** be represented as '65432J' where the last character would be replaced with a 'J' to represent a value of 1 and that the complete value is negative.

\*All signed values must be uppercase (e.g., A, B, C not a, b, c etc.)

\*\*Related Integrity Check - MO-I040: The Earnings, Member Contribution Amount (Post-Tax), and Member Contribution Amount (Pre-Tax) cannot all contain zero or blank amounts.

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Member Contribution Amount (Post-Tax) (58-63)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Error ID :** MO-I027

**Error Description:** The Unit Code does not contain a valid numeric value

**Error Resolution:** The entire Unit Code field can only contain numbers (i.e., 1,2,3,4,5,6,7,8,9,0). Change the non numeric characters (including spaces) to numeric characters by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Unit Code (84-86)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Error ID :** MO-I028

**Error Description:** The Member Contribution Rate (Pre-Tax) does not contain a valid numeric value

**Error Resolution:** The entire Member Contribution Rate (Pre-Tax) field must contain either all numeric values (i.e., 1,2,3,4,5,6,7,8,9,0) or be blank. Change the non-numeric values to all numeric values or change the entire field to blank. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Member Contribution Rate (Pre-Tax) (91-94)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Error ID :** MO-I029

**Error Description:** The Member Contribution Amount (Pre-Tax) does not contain a valid numeric value (signed\* or unsigned)

**Error Resolution:** The entire Member Contribution Amount (Pre-Tax) field must contain either all valid numeric values (signed\* or unsigned) or be blank\*\*. Change the non-numeric values to all numeric values (signed\* or unsigned) or change the entire field to blank\*\*. Negative values must be in a valid signed\* format. See table and note below for valid signed\* values. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

A	B	C	D	E	F	G	H	I	{	J	K	L	M	N	O	P	Q	R	}
+1	+2	+3	+4	+5	+6	+7	+8	+9	+0	-1	-2	-3	-4	-5	-6	-7	-8	-9	-0

NOTE: A signed\* numeric field is a numeric value with a sign representation in the right most character. For example: a 6 character fixed positional text value of '654321' can be represented '654321' or '65432A'. The value -654321 can **ONLY** be represented as '65432J' where the last

character would be replaced with a 'J' to represent a value of 1 and that the complete value is negative.

\*All signed values must be uppercase (e.g., A, B, C not a, b, c etc.)

\*\*Related Integrity Check - MO-I040: The Earnings, Member Contribution Amount (Post-Tax), and Member Contribution Amount (Pre-Tax) cannot all contain zero or blank amounts.

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Member Contribution Amount (Pre-Tax) (95-100)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Error ID :** MO-I030

**Error Description:** The Line Count does not contain a valid numeric value

**Error Resolution:** The entire Line Count field can only contain numbers (i.e., 1,2,3,4,5,6,7,8,9,0). Change the non numeric characters (including spaces) to numeric characters by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Line Count (5-10)

**Line Type Code:** P – Page Total Line, D – District Total Line, C – County Total Line

**Payroll System Compatible:** Yes

**Error ID :** MO-I031

**Error Description:** Total Earnings does not contain a valid numeric value (signed\* or unsigned)

**Error Resolution:** The entire Total Earnings field must contain either all valid numeric values (signed\* or unsigned) or be blank. Change the non-numeric values to all numeric values (signed\* or unsigned) or change the entire field to blank. Negative values must be in a valid signed\* format. See table and note below for valid signed\* values. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

A	B	C	D	E	F	G	H	I	{	J	K	L	M	N	O	P	Q	R	}
+1	+2	+3	+4	+5	+6	+7	+8	+9	+0	-1	-2	-3	-4	-5	-6	-7	-8	-9	-0

NOTE: A signed\* numeric field is a numeric value with a sign representation in the right most character. For example: a 6 character fixed positional text value of '654321' can be represented '654321' or '65432A'. The value -654321 can **ONLY** be represented as '65432J' where the last character would be replaced with a 'J' to represent a value of 1 and that the complete value is negative.

\*All signed values must be uppercase (e.g., A, B, C not a, b, c etc.)

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Total Earnings (16-27)

**Line Type Code:** P – Page Total Line, D – District Total Line, C – County Total Line

**Payroll System Compatible:** Yes

**Error ID :** MO-I032

**Error Description:** Total Creditable Earnings does not contain a valid numeric value (signed\* or unsigned)

**Error Resolution:** The entire Total Creditable Earnings field must contain either all valid numeric values (signed\* or unsigned) or be blank. Change the non-numeric values to all numeric values (signed\* or unsigned) or change the entire field to blank. Negative values must be in a valid signed\* format. See table and note below for valid signed\* values. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

A	B	C	D	E	F	G	H	I	{	J	K	L	M	N	O	P	Q	R	}
+1	+2	+3	+4	+5	+6	+7	+8	+9	+0	-1	-2	-3	-4	-5	-6	-7	-8	-9	-0

NOTE: A signed\* numeric field is a numeric value with a sign representation in the right most character. For example: a 6 character fixed positional text value of '654321' can be represented '654321' or '65432A'. The value -654321 can **ONLY** be represented as '65432J' where the last character would be replaced with a 'J' to represent a value of 1 and that the complete value is negative.

\*All signed values must be uppercase (e.g., A, B, C not a, b, c etc.)

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.



If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Total Creditable Earnings (28-39)

**Line Type Code:** P – Page Total Line, D – District Total Line, C – County Total Line

**Payroll System Compatible:** Yes

**Error ID :** MO-I033

**Error Description:** The Total Member Contribution Amount (Post-Tax) does not contain a valid numeric value (signed\* or unsigned)

**Error Resolution:** The entire Total Member Contribution Amount (Post-Tax) field must contain either all valid numeric values (signed\* or unsigned) or be blank. Change the non-numeric values to all numeric values (signed\* or unsigned) or change the entire field to blank. Negative values must be in a valid signed\* format. See table and note below for valid signed\* values. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

A	B	C	D	E	F	G	H	I	{	J	K	L	M	N	O	P	Q	R	}
+1	+2	+3	+4	+5	+6	+7	+8	+9	+0	-1	-2	-3	-4	-5	-6	-7	-8	-9	-0

NOTE: A signed\* numeric field is a numeric value with a sign representation in the right most character. For example: a 6 character fixed positional text value of ‘654321’ can be represented ‘654321’ or ‘65432A’. The value -654321 can **ONLY** be represented as ‘65432J’ where the last character would be replaced with a ‘J’ to represent a value of 1 and that the complete value is negative.

\*All signed values must be uppercase (e.g., A, B, C not a, b, c etc.)

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Total Member Contribution Amount (Post-Tax) (40-50)

**Line Type Code:** P – Page Total Line, D – District Total Line, C – County Total Line

**Payroll System Compatible:** Yes

**Error ID :** MO-I034

**Error Description:** Total Receivables does not contain a valid numeric value (signed\* or unsigned)

**Error Resolution:** The entire Total Receivables field must contain either all valid numeric values (signed\* or unsigned) or be blank. Change the non-numeric values to all numeric values (signed\* or unsigned) or change the entire field to blank. Negative values must be in a valid signed\* format. See table and note below for valid signed\* values. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

A	B	C	D	E	F	G	H	I	{	J	K	L	M	N	O	P	Q	R	}
+1	+2	+3	+4	+5	+6	+7	+8	+9	+0	-1	-2	-3	-4	-5	-6	-7	-8	-9	-0

NOTE: A signed\* numeric field is a numeric value with a sign representation in the right most character. For example: a 6 character fixed positional text value of '654321' can be represented '654321' or '65432A'. The value -654321 can **ONLY** be represented as '65432J' where the last character would be replaced with a 'J' to represent a value of 1 and that the complete value is negative.

\*All signed values must be uppercase (e.g., A, B, C not a, b, c etc.)

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Total Receivables (51-58)

**Line Type Code:** P – Page Total Line, D – District Total Line, C – County Total Line

**Payroll System Compatible:** Yes

**Error ID :** MO-I035

**Error Description:** The Total Employer Contribution Amount does not contain a valid numeric value (signed\* or unsigned)

**Error Resolution:** The entire Total Employer Contribution Amount field must contain either all valid numeric values (signed\* or unsigned) or be blank. Change the non-numeric values to all numeric values (signed\* or unsigned) or change the entire field to blank. Negative values must be in a valid signed\* format. See table and note below for valid signed\* values. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

A	B	C	D	E	F	G	H	I	{	J	K	L	M	N	O	P	Q	R	}
+1	+2	+3	+4	+5	+6	+7	+8	+9	+0	-1	-2	-3	-4	-5	-6	-7	-8	-9	-0

NOTE: A signed\* numeric field is a numeric value with a sign representation in the right most character. For example: a 6 character fixed positional text value of '654321' can be represented '654321' or '65432A'. The value -654321 can **ONLY** be represented as '65432J' where the last character would be replaced with a 'J' to represent a value of 1 and that the complete value is negative.

\*All signed values must be uppercase (e.g., A, B, C not a, b, c etc.)

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Total Employer Contribution Amount (59-69)

**Line Type Code:** P – Page Total Line, D – District Total Line, C – County Total Line

**Payroll System Compatible:** Yes

**Error ID :** MO-I036

**Error Description:** The Total Member Contribution Amount (Pre-Tax) does not contain a valid numeric value (signed\* or unsigned)

**Error Resolution:** The entire Total Member Contribution Amount (Pre-Tax) field must contain either all valid numeric values (signed\* or unsigned) or be blank. Change the non-numeric values to all numeric values (signed\* or unsigned) or change the entire field to blank. Negative values must be in a valid signed\* format. See table and note below for valid signed\* values. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

A	B	C	D	E	F	G	H	I	{	J	K	L	M	N	O	P	Q	R	}
+1	+2	+3	+4	+5	+6	+7	+8	+9	+0	-1	-2	-3	-4	-5	-6	-7	-8	-9	-0

NOTE: A signed\* numeric field is a numeric value with a sign representation in the right most character. For example: a 6 character fixed positional text value of '654321' can be represented '654321' or '65432A'. The value -654321 can **ONLY** be represented as '65432J' where the last character would be replaced with a 'J' to represent a value of 1 and that the complete value is negative.

\*All signed values must be uppercase (e.g., A, B, C not a, b, c etc.)

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Total Member Contribution Amount (Pre-Tax) (84-94)

**Line Type Code:** P – Page Total Line, D – District Total Line, C – County Total Line

**Payroll System Compatible:** Yes

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**Error ID :** MO-I037

**Error Description:** The Page Number does not contain a valid numeric value

**Error Resolution:** The Page Number can only contain numbers (i.e., 1,2,3,4,5,6,7,8,9,0). Change the non numeric characters to numeric characters by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Page Number (70-74)

**Line Type Code:** P – Page Total Line

**Payroll System Compatible:** Yes

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**Error ID :** MO-I038

**Error Description:** The Report Period for F496 Monthly does not contain a valid numeric value. The Report Period for F496 Supplemental must be SU

**Error Resolution:** The entire Report Period field for a Monthly F496 can only contain numbers (i.e., 1,2,3,4,5,6,7,8,9,0). Change the non numeric characters (including spaces) to numeric characters by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

For supplemental F496, the system will only accept “SU” as the Report Period. Change the Report Period to “SU” if applicable.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Report Period (87-88)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-I039

**Error Description:** The Report Period does not match the Report Period indicated when the File was uploaded

**Error Resolution:** The Report Period does not match the Report Period indicated when the file was uploaded to the Secure Employer Web site. Change the Report Period to match what was indicated when the file was uploaded. If the Report Period(s) are valid within the file and you indicated the incorrect Report Period in the Secure Employer Web site when you uploaded the file, upload the file again and indicate the correct Report Period within the Secure Employer Web site that matches the Report Periods on the Contribution Lines.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 or MO-I038 is present

**Field(s) and Record Position(s):** Report Period (87-88)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

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**Error ID :** MO-I040

**Error Description:** The Earnings, Member Contribution Amount (Post-Tax), and Member Contribution Amount (Pre-Tax) cannot all contain zero or blank amounts

**Error Resolution:** The Earnings, Member Contribution Amount (Post-Tax) and Member Contribution Amount (Pre-Tax) fields cannot all contain zeros or blank amounts. Populate the field(s) with the appropriate numeric values or remove the Contribution Line if invalid.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This integrity check is not applied if error MO-I017 or MO-I024 or MO-I026 or MO-I029 is present.

**Field(s) and Record Position(s):** Earnings (46-52), Member Contribution Amount (Post-Tax) (58-63), Member Contribution Amount (Pre-Tax) (95-100)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

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**Error ID :** MO-I041

**Error Description:** Base Hours does not contain a valid numeric value

**Error Resolution:** The entire Base Hours field must contain either all numeric values (i.e., 1,2,3,4,5,6,7,8,9,0) or be blank. Change the non-numeric values to all numeric values or change the entire field to blank by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

***Exclusions:*** This integrity check is not applied if error MO-I017 is present

***Field(s) and Record Position(s):*** Base Hours (103-108)

***Line Type Code:*** L – Contribution Line

***Payroll System Compatible:*** Yes

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### 3. F496 (Defined Benefit) Contribution File Business Rules

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**Error ID:** MO-B001

**Error Description:** No account for Tax-ID

**Error Resolution:** The Employee Social Security Number on this Contribution Line either matches an account in CalSTRS system that has not been properly set up (i.e., no effective date for employment has been confirmed) or it does not match any Employee Social Security Number in CalSTRS system.

If CalSTRS system does NOT show a match for this Employee Social Security Number, use the MR87 process or REAP to establish an account. Using MR87 or REAP, submit transaction code 11 to setup up a mandatory DB member account, 81 to setup a permissive elected DB member account, or 02 to setup a DB non-member account.

NOTE: If the employee has permissively elected membership, please be sure to send in the ES350 Form (Permissive DB Election Form) filled out completely by you and the employee to CalSTRS.

If CalSTRS system does show a match for this Employee Social Security Number, an incomplete account exists. You must setup a permanent account by using the MR87 process or REAP to establish an effective date for the account.

NOTE: An incomplete account is identified in CalSTRS system as a temporary account.

NOTE: Gender and birth date are required when establishing a Defined Benefit (DB) account.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

To prevent this business rule error, use Match File, MR87 or REAP query and update functions to validate and synchronize account information with CalSTRS' records before you upload your F496 file.

**Exclusions:** This business rule is not applied if error MO-B093 or MO-B108 is present.

**Field(s) and Record Position(s):** Employee Social Security Number (5-13)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B002

**Error Description:** No match on Last Name

**Error Resolution:** The Employee Last Name on the Contribution Line does not match the current or prior Employee Last Name in CalSTRS system.

Verify that the Employee Social Security Number was entered correctly and is not matching an incorrect account. Correct the Employee Social Security Number if incorrect.

Verify your employee name records. If the record in your system is incorrect, change the Employee Last Name by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If CalSTRS system is incorrect, update the Employee Last Name in CalSTRS system by using the MR87 process or REAP. Using MR87 or REAP, submit transaction code 50 to change the Employee Last Name within CalSTRS system. Name changes are not permitted if the Employee has a CalSTRS account status of retired/ disabled (e.g., SRPRE72, DRPRE72, SR, DA or DR).

NOTE: All alphabetic characters must be uppercase (e.g., A, B, C not a, b, c etc.)

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

To prevent this business rule error, use Match File, MR87 or REAP query and update functions to validate and synchronize account information with CalSTRS' records before you upload your F496 file.

**Exclusions:** This business rule is not applied if error MO-B093 or MO-B003 is present.

**Field(s) and Record Position(s):** Employee Last Name (14-23)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B003

**Error Description:** No match on First and Last Name

**Error Resolution:** The Employee's First and Last Name on the Contribution Line does not match the current or prior Last Name and current First Name in CalSTRS system.

Verify that the Employee Social Security Number was entered correctly and is not matching an incorrect account. Correct the Employee Social Security Number if incorrect.

Verify your employee name records. If the record in your system is incorrect, change the Employee First and Last Name by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.



If CalSTRS system is incorrect, update the Employee First and Last Name in CalSTRS system by using the MR87 process or REAP. Using MR87 or REAP, submit transaction code 50 to change the Employee First and Last Name within CalSTRS system. Name changes are not permitted if the Employee has a CalSTRS account status of retired/ disabled (e.g., SRPRE72, DRPRE72, SR, DA or DR).

NOTE: All alphabetic characters must be uppercase (e.g., A, B, C not a, b, c etc.)

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

To prevent this business rule error, use Match File, MR87 or REAP query and update functions to validate and synchronize account information with CalSTRS' records before you upload your F496 file.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Employee Last Name (14-23), Employer First Name (24-31)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B005

**Error Description:** San Francisco retirement system elect

**Error Resolution:** This Contribution Line is for an employee who is a member of the San Francisco Retirement System according to CalSTRS system.

Please verify which retirement system this employee belongs to. If they are a member of the San Francisco Retirement System, please remove this Contribution Line from your file.

If additional Contribution Lines exist in CalSTRS system that is for an employee who is a member of the San Francisco Retirement System, please submit reversing Contribution Lines to remove them from CalSTRS system.

If they should be a member of CalSTRS, please contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for further information regarding this account.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

To prevent this business rule error, use Match File, MR87 or REAP query and update functions to validate and synchronize account information with CalSTRS' records before you upload your F496 file.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Member Code (34)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B007

**Error Description:** Member service reported for a non-member

**Error Resolution:** The Contribution Line is coded as a member line (Member Code = 1) and CalSTRS system indicates that this account is in non-member or refund status for all or a portion of the service period reported on this Contribution Line.

Verify the current membership status. If the employee has become a CalSTRS member, establish DB membership through the MR87 process or REAP with transaction code 11 (mandatory DB membership) or 81 (permissive elected DB membership).

NOTE: If the employee has permissively elected membership, please be sure to send in the ES350 Form (Permissive DB Election Form) filled out completely by you and the employee to CalSTRS.

If the employee is not a CalSTRS member then change the Member Code to a 2 and remove the contributions from the Contribution Line.

If additional Contribution Lines exist in CalSTRS system that have this business rule error, please submit reversing Contribution Lines to remove them from CalSTRS system and submit replacement lines that indicate non-member service.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

To prevent this business rule error, use Match File, MR87 or REAP query and update functions to validate and synchronize account information with CalSTRS' records before you upload your F496 file.

**Exclusions:** This business rule is not applied if error MO-B001, MO-B093 or MO-B108 is present.

**Field(s) and Record Position(s):** Member Code (34)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B008

**Error Description:** Non-member service reported for a member

**Error Resolution:** The Contribution Line is coded as a non-member line (Member Code = 2) and CalSTRS system indicates that this account is in member status for all or a portion of the service period reported on this Contribution Line.

Verify the current membership status. If the employee is a CalSTRS member then change the Member Code to a 1 and report the required contributions.

If the employee is working at a Cash Balance district and has elected an alternative retirement program (e.g., Social Security, PARS, Fidelity, etc.) use REAP to submit transaction code 87 to setup up an alternative retirement account. Once complete, re-check your F496 file to eliminate this error.

NOTE: You must use REAP to setup an alternative retirement account. MR87 will not recognize the transaction. A CalSTRS member/ non member account must already be established before you can establish an alternative retirement account.

If additional Contribution Lines exist in CalSTRS system that have this business rule error, please submit reversing Contribution Lines to remove them from CalSTRS system and submit replacement lines that indicate member service with the required contributions.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

To prevent this business rule error, use Match File, MR87 or REAP query and update functions to validate and synchronize account information with CalSTRS' records before you upload your F496 file.

**Exclusions:** This business rule is not applied if the entire service period on the Contribution Line occurs when the employee was a Cash Balance Participant Type 86 for the Contribution Line Source Code / Unit Code.

This business rule is not applied if the entire service period on the Contribution Line occurs when the employee was an Alternative Retirement Program Participant Type 87 for the Contribution Line Source Code / Unit Code.

This business rule is not applied if error MO-B093 is present.

This business rule is not applied if the CalSTRS Defined Benefit account for this employee is or has been in a member status, and the entire service period on the Contribution Line occurs when the employee was a Cash Balance Participant Type 06 for the Contribution Line Source Code/ Unit Code but the CB participation date is prior to the DB membership date.

**Field(s) and Record Position(s):** Member Code (34)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B009

**Error Description:** Member/non-member service reported for a reverted account

**Error Resolution:** The Contribution Line has a Service Period Begin that is on or subsequent to the date which the account status became reverted.

This account has been reverted due to being inactive and contains less than 5 years of service credit. Please contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) to reactivate the account.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

To prevent this business rule error, use Match File, MR87 or REAP query and update functions to validate and synchronize account information with CalSTRS' records before you upload your F496 file.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Member Code (34)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B010

**Error Description:** Member service reported for a Cash Balance 86 participant

**Error Resolution:** The Contribution Line is coded as a member line (Member Code = 1) and CalSTRS system indicates that the employee is a Cash Balance participant and Defined Benefit (DB) participation has been suspended for this employer for the entire service period reported on this Contribution Line.

Please verify if this employee has elected service to be reported to DB for this district. If the employee signed an ES350 (Permissive DB Election Form) electing DB membership with this district, close the CB sub account by submitting transaction code 81 (permissive elected DB membership) using the MR87 process or REAP. If the employee qualified for mandatory DB membership, close the CB sub account by submitting transaction code 11 (mandatory DB membership) using the MR87 process or REAP.

If the employee declined DB membership on the ES350 (Permissive DB Election Form), change the Member Code to a 2 (non-member) and remove the contributions from the Contribution Line.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

To prevent this business rule error, use Match File, MR87 or REAP query and update functions to validate and synchronize account information with CalSTRS' records before you upload your F496 file.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Member Code (34)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B011

**Error Description:** Member service reported for Cash Balance 06 participant

**Error Resolution:** The Contribution Line is coded as a member line (Member Code = 1) and CalSTRS system indicates that the employee is a Cash Balance participant and a Defined Benefit non-member for the entire service period reported on this line.

Please verify the status of the employee. If the employee qualifies for mandatory DB membership, submit a transaction code 11 (mandatory DB membership) using the MR87 process or REAP to change their DB status to member.

If the employee has permissively elected DB membership, close the CB sub account by submitting transaction code 81 (permissive elected DB membership) using the MR87 process or REAP.

NOTE: If the employee has permissively elected membership, please be sure to send in the ES350 Form (Permissive DB Election Form) filled out completely by you and the employee to CalSTRS.

If the employee has not qualified for mandatory membership or permissively elected DB membership and the account does not reflect DB member status, then please change the Member Code to a 2 (non-member) and remove the contributions from the Contribution Line.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

To prevent this business rule error, use Match File, MR87 or REAP query and update functions to validate and synchronize account information with CalSTRS' records before you upload your F496 file.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Member Code (34)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

-----

**Error ID:** MO-B016

**Error Description:** Non-member service prior to retirement/disability

**Error Resolution:** The Contribution Line is coded as a non-member line (Member Code = 2) and a portion of the Service Period Begin through Service Period End is prior to the date on which the employee's CalSTRS DB account status became retired/disabled (e.g., CalSTRS account status codes: SRPRE72, DRPRE72, SR, DA or DR).

Verify the employee's CalSTRS account status. If the service was prior to the retirement/disability effective date, report with Member Code = 1 (member service) and submit the required member contributions.

If the service was performed subsequent to the retirement/disability effective date, change the Service Period Begin and Service Period End to occur subsequent to the effective date.

Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

To prevent this business rule error, use Match File, MR87 or REAP query and update functions to validate and synchronize account information with CalSTRS' records before you upload your F496 file.

**Exclusions:** This business rule is not applied if the entire service period on the Contribution Line occurs when the employee was a Cash Balance Participant Type 86 for the Contribution Line Source Code / Unit Code.

This business rule is not applied if error MO-B093 is present.

This business rule is not applied if the CalSTRS Defined Benefit account for this employee is or has been in a Retirement/ Disability status and the entire service period on the Contribution Line occurs when the employee was a Cash Balance Participant Type 06 for the Contribution Line Source Code/ Unit Code but the CB participation date is prior to the DB Retirement/ Disability date.

This business rule is not applied if the entire service period is within a period for which the member was participating in an Alternative Retirement Program (REAP transaction code type 87) for the contribution line Report Source / Report Unit.

**Field(s) and Record Position(s):** Member Code (34)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

**Error ID:** MO-B017**Error Description:** Member service subsequent to retirement/disability**Error Resolution:** The Contribution Line is coded as a member line (Member Code = 1) and a portion of the Service Period Begin through Service Period End is on or subsequent to the date on which the employee's CalSTRS DB account status became retired/disabled (e.g., CalSTRS account status codes: SRPRE72, DRPRE72, SR, DA or DR) and is prior to the date on which the account status became member again (if applicable).

Verify the employee's CalSTRS account status. If the service dates are incorrect, change the Service Period Begin and Service Period End to be prior to the employee's retirement/disability date.

If the Service Period Begin and Service Period End are correct then the Contribution Line should be reported with a Member Code = 2 (non-member) and Assignment Code = 61 (Post-retirement employment for those on CalSTRS retirement or disability).

Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

To prevent this business rule error, use Match File, MR87 or REAP query and update functions to validate and synchronize account information with CalSTRS' records before you upload your F496 file.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Member Code (34)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B018**Error Description:** Member/non-member service subsequent to date of death**Error Resolution:** The Contribution Line has a Service Period End that is subsequent to the date which the account status became deceased.

Verify the employee's CalSTRS account status. Adjust the Service Period End, if incorrect, to occur prior to the employee's date of death by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you believe the employee's date of death is incorrect, please contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for assistance.



If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Member Code (34)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B019

**Error Description:** Non-member service for employee who appears to qualify for mandatory membership.

**Error Resolution:** The Contribution Line is coded as a non-member line (Member Code = 2) and CalSTRS system indicates that this account qualified for membership for the Fiscal Year reported on the line.

Verify the prior service reported and whether this employee qualifies for membership. If the employee qualifies, establish DB membership through the MR87 process or REAP with transaction code 11 (mandatory DB membership). Change the Member Code to a 1 (member) on this Contribution Line and report the required contributions.

If the employee does not qualify based on erroneous prior reporting, submit adjustments/reversals to correct any prior line(s) or contact CalSTRS for assistance. You must also indicate you have reviewed this business rule error and determined the current line information being reported through SEW is correct by clicking the “Employer Approved” check box next to this business rule error in SEW.

If the employee does not qualify because CalSTRS is using incorrect assumptions when calculating mandatory membership (e.g., 6 hours = 1 day of work), you must indicate you have reviewed this business rule and determined the current line information being reported through SEW is correct by clicking the “Employer Approved” check box next to this business rule error in SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

Mandatory membership is based on employment within a single Report Unit with no Cash Balance participation as follows:

- Part-time employees: Assignment Code = 45, 47, 55, 57 or 58 and Pay Code = 0, 1, 2, 3, 4, 7, or 8. There must have been at least 60 hours (or 10 days) of service reported for a single Service Period (if there is more than one reported Contribution Line for the same Service



Period Begin/ Service Period End, all are used in the calculation) within the given Fiscal Year. Hours are determined as follows:

- If Pay Code = 4 (hourly), hours on line = Earnings divided by Pay Rate.
  - If Pay Code = 8 (daily), hours on line = (Earnings divided by Pay Rate) multiplied by 6.
  - If Pay Code = 1, 2, 3, or 7 (monthly), hours on line = Earnings divided by (Pay Rate divided by 22) multiplied by 6.
  - If Pay Code = 0 (annual), hours on line = Earnings divided by (Pay Rate divided by 1,110).
- Note:  $1110 = 185 * 6$ .

- Substitute employees: Assignment Code = 44 or 54 and Pay Code = 0, 1, 2, 3, 4, 7, or 8. There must be at least 600 hours (or 100 days) of service reported within the given Fiscal Year but prior to the Service Period the current line is reported for. All substitute lines reported for the Fiscal Year are used in the calculation. Hours are determined as follows:
  - If Pay Code = 4 (hourly), hours on line = Earnings divided by Pay Rate.
  - If Pay Code = 8 (daily), hours on line = (Earnings divided by Pay Rate) multiplied by 6.
  - If Pay Code = 1, 2, 3, or 7 (monthly), hours on line = Earnings divided by (Pay Rate divided by 22) multiplied by 6.
  - If Pay Code = 0 (annual), hours on line = Earnings divided by (Pay Rate divided by 1,110).

Note:  $1110 = 185 * 6$ .
- Full-time employees: Assignment Code = 47 or 57, Pay Rate and Earnings equal, and Pay Code = 1, 2, 3, or 7 qualify for mandatory membership with the first line reported.

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied for part time instructors (Assignment Code = 44, 54, 55, 58 or 45) working in Community College on or subsequent to 07/01/2005.

This business rule is not applied if Contribution Code = 2, 5, 6 or 9 is present.

This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Member Code (34)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** Yes

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**Error ID :** MO-B020

**Error Description:** Cash Balance participant who appears to qualify for mandatory DB membership

**Error Resolution:** The Contribution Line is coded as a non-member line (Member Code = 2), the Service Period occurs during Cash Balance participation for this employee for the Unit Code reported and CalSTRS system indicates that this account qualified for DB membership for the Fiscal Year reported on the line.

Verify the prior service reported and whether this employee qualifies for membership. If the employee qualifies change the Member Code to a 1 and report the required contributions.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

Mandatory membership is based on an employee's monthly/annual basis of employment within a single Report Unit as follows:

- Full-time/part-time/substitute monthly or annual employees: Assignment Code = 44, 54, 47, 57 or 58 and Pay Code = 0, 1, 2, 3, or 7 whose basis of employment is greater than or equal to 50% for a single Service Period within the given Fiscal Year.
  - If Pay Code = 1, 2, 3, or 7 (monthly), basis of employment = Earnings divided by Pay Rate.
  - If Pay Code = 0 (annual), basis of employment = Earnings divided by (Pay Rate divided by 10).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the Service Period Begin and/or End occurs on or subsequent to 7/1/2005.

This business rule is not applied if Contribution Code = 2, 5, 6 or 9 is present.

This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Member Code (34)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

-----  
**Error ID:** MO-B021

**Error Description:** Assignment Code blank or invalid

**Error Resolution:** The Contribution Line has been reported with either a blank or an invalid Assignment Code.

Review your records and input an accurate Assignment Code to reflect the service performed by the employee. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

## Valid Assignment Codes:

- 34 = Reduced Workload Program/Community College districts
- 35 = Early Retirement Incentive Program
- 36 = Reduced Workload Program (RWP for K-12 and Community College districts)
- 37 = Elected Officer of an Employee Union
- 44 = Hourly/Daily Substitutes in year round school (YRS)
  - If non-member: report hourly/daily Pay Rate
  - If member: report full time equivalent (Monthly pay rate)
- 45 = Part-time employee (non-sub) or additional duties: year round school (K-12)
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Monthly pay rate)
- 46 = Employee on sabbatical leave: year round school
- 47 = FT or PT contract employee: year round school
- 49 = Intersession service in year round school (non-creditable), valid through 06/30/2002
- 54 = Hourly/Daily substitutes in conventional school
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Annual pay rate)
- 55 = Part-time employee (non-sub) or additional duties: conventional (K-12) school
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Annual pay rate)
- 56 = Employee on sabbatical leave: conventional school
- 57 = Full-time or part-time contract employee: conventional school
- 58 = Member/non-member part-time in Community College (non-sub)
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Annual pay rate)
- 59 = Summer service in conventional school (non-creditable), valid through 06/30/2002
- 61 = Post-retirement employment for those on CalSTRS retirement or disability
- 62 = Exchange / Sojourn full time member subsequent to 07/1/1996 (Other retirement system (ORS) prior to 07/01/1996)
- 63 = Post-retirement employment exempt from earning limit prior to 07/1/1996
- 64 = Teacher Assistant
- 71 = DBS Only: Limited term enhancement, valid from 07/1/2002 – present

NOTE: A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 5, 6, or 9.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Assignment Code (35-36)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B022**Error Description:** Assignment Code invalid for non-member service**Error Resolution:** The Contribution Line is coded as a non-member line (Member Code = 2) and an Assignment Code that indicates member service (Assignment Code = 34, 35, 36 or 37).

Review your records. If the service should be non-member, report with the appropriate Assignment Code. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

Valid Assignment Codes for non-member service:

- 44 = Hourly/Daily Substitutes in year round school (YRS)
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Monthly pay rate)
- 45 = Part-time employee (non-sub) or additional duties: year round school (K-12)
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Monthly pay rate)
- 47 = FT or PT contract employee: year round school
- 49 = Intersession service in year round school (non-creditable), valid through 06/30/2002
- 54 = Hourly/Daily substitutes in conventional school
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Annual pay rate)
- 55 = Part-time employee (non-sub) or additional duties: conventional (K-12) school
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Annual pay rate)
- 57 = Full-time or part-time contract employee: conventional school
- 58 = Member/non-member part-time in Community College (non-sub)
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Annual pay rate)
- 59 = Summer service in conventional school (non-creditable), valid through 06/30/2002
- 61 = Post-retirement employment for those on CalSTRS retirement or disability
- 62 = Exchange / Sojourn full time member subsequent to 07/1/1996 (Other retirement system (ORS) prior to 07/01/1996)
- 63 = Post-retirement employment exempt from earning limit prior to 07/1/1996
- 64 = Teacher Assistant

NOTE: A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 5, 6, or 9.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.**Exclusions:** This business rule is not applied if error MO-B021 or MO-B093 is present.**Field(s) and Record Position(s):** Member Code (34), Assignment Code (35-36)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID :** MO-B023

**Error Description:** Assignment Code 62 valid for exchange/sojourn service only

**Error Resolution:** The Contribution Line is coded with Assignment Code 62 (exchange/ sojourn service) and the Service period Begin is subsequent to 6/30/1996.

Verify service as being exchange/sojourn. If correct, you must indicate you have reviewed this business rule error and determined the current line information being reported through SEW is correct by clicking the “Employer Approved” check box next to this business rule error in SEW. If incorrect, change the Assignment Code and/or Service Period Begin to the appropriate values by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

NOTE: If employer approved, this business rule will not be applied to this employee for the remainder of the Fiscal Year.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Assignment Code (35-36)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** Yes

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**Error ID:** MO-B024

**Error Description:** Assignment Code 63 valid for post-retirement class size reduction service only

**Error Resolution:** The Contribution Line is coded with Assignment Code 63 (post-retirement employment exempt from earning limit) and the Service Period Begin is subsequent to 6/30/1996.

If the employee is retired from CalSTRS, change the Assignment Code to 61.

If the employee isn't retired (e.g., CalSTRS account status code SR) from CalSTRS, change the Member Code to a 1 (member service) or 2 (non-member service) and use the appropriate Assignment Code (e.g., 34, 36, 44, 45, 46, 47, 54, 55, 56, 57, or 58) for the type of service. Submit contributions if the employee is still a CalSTRS member.

Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the employee's CalSTRS Defined Benefit account is in retirement status, with a retirement date on or prior to 7/1/96, and the post-retirement earnings limitation exemption code = CLASSIZED (exemption based on class size reduction).

This business rule is not applied if error MO-B021 or MO-B093 is present.

**Field(s) and Record Position(s):** Assignment Code (35-36), Service Period Begin (64-71)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B025

**Error Description:** Employee is not retired from STRS

**Error Resolution:** The Contribution Line is coded with Assignment Code 61 (post-retirement employment for those on CalSTRS retirement or disability) and a portion of the Service Period Begin through Service Period End is on or subsequent to the date on which the employee's CalSTRS DB account status became member, non-member or refund.

Verify the Earnings and service dates. If the employee is a CalSTRS member and hasn't retired yet, change the Member Code to a 1 (member service), use the appropriate Assignment Code (e.g., 34, 36, 44, 45, 46, 47, 54, 55, 56, 57 or 58), submit the appropriate Member Contribution Amount and adjust the Service Period End to occur prior to the retirement date.

If the employee is a CalSTRS non-member, change the Member Code to a 2 (non-member service), use the appropriate Assignment Code (e.g., 44, 54, 45, 55, or 58) and adjust the Service Period End to occur prior to the end of the current reporting period.

Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that has this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B021 or MO-B093 is present.

**Field(s) and Record Position(s):** Assignment Code (35-36), Service Period Begin (64-71), Service Period End (72-79)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B026

**Error Description:** Assignment Code changed and Pay Rate/ Pay Code remained the same

**Error Resolution:** The Contribution Line is coded with the same Pay Rate/ Pay Code and a different Assignment Code than the last Contribution Line transmitted for this employee from this Report Unit.

Verify the Assignment Code. If incorrect, change the Assignment Code to match the previously reported value by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If the Assignment Code is valid and the previously reported line is incorrect, submit adjustments/reversals to correct any prior lines or contact CalSTRS for assistance. You must also indicate you have reviewed this business rule error and determined the Assignment Code change is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

If the Assignment Code is valid and the previously reported line is correct, you must indicate you have reviewed this business rule error and determined the Assignment Code change is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

An invalid Assignment Code change is determined for employees whose CalSTRS account status is NONMBR or REFUND for any part of the Service Period as follows:

- If the current Contribution Line Service Period Begin is for October or later then only a line reported within the same Fiscal Year is considered as a previous line for this business rule.
- If the Contribution Line Service Period Begin is for July, August or September then the previous line can be checked for the period from June of the prior year to the current line’s Report Period.
- If no previous line exists, this business rule is not applied.
- Reversing lines and reversed lines are excluded from being a previous line.
- An adjustment line is not considered a previous line. A Contribution Line is regarded as an adjustment line if any of these fields are negative: Earnings, Member Contribution Amount (Pre-Tax) or Member Contribution Amount (Post-Tax).



- Overtime/summer school/intersession (Contribution Code = 9 or Assignment code = 49 or 59) lines are not considered a previous line.
- If, from the prior line to the current line, the Assignment Code changes from 44 to 54, or vice versa, or from 45 to 55 or vice versa, the Assignment Code change is considered a match.
- If, from the prior line to the current line, the Assignment Code changes from 44 to 54, or vice versa, or from 45 to 55 or vice versa, or from 44 to 55 or vice versa, or from 55 to 58 or vice versa, or from 54 to 58 or vice versa, or from 44 to 58 or vice versa the Assignment Code change is considered a match if the district or employer reporting the line is defined as a Community College.
- Where there is more than one previous Contribution Line with the same Service Period satisfying the above rules, with the same Pay Rate and Pay Code as the current line, use each for evaluating previous lines. If one line passes this business rule then the rule is satisfied regardless if other lines exist that do not pass the business rule.

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee's CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee's CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Assignment Code (35-36)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Partial

**Employer Approvable Error:** Yes

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**Error ID:** MO-B027

**Error Description:** RWP service reported prior to approved RWP effective date

**Error Resolution:** The Contribution Line is coded with an RWP Assignment Code of 34 or 36 and the Service Period Begin occurs prior to the approved RWP effective date.

Verify the service dates. If incorrect, adjust the Service Period Begin and Service Period End to occur on or subsequent to the RWP effective date CalSTRS has on record.

If the service dates are correct and the service being reported is NOT RWP then report an appropriate non RWP Assignment Code (e.g., 44, 45, 46, 47, 54, 55, 56, 57, or 58) with an appropriate Member Contribution Amount based off of the Earnings. If service is being reported for RWP and you believe the service dates are correct, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).



Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B021, MO-B030 or MO-B093 is present.

**Field(s) and Record Position(s):** Assignment Code (35-36), Service Period Begin (64-71)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B028

**Error Description:** RWP svc reported for a non-participation period for an approved RWP contract

**Error Resolution:** The Contribution Line is coded with an RWP Assignment Code of 34 or 36 and a portion of the Service Period Begin through Service Period End occurs during a period for which the employee was not participating in the RWP program OR the employee was disqualified for this RWP period prior to the approved RWP effective date.

Verify the service dates. If the employee has resumed working RWP, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) and inform them that the member has resumed participating on the Reduced Workload Program (RWP).

If the employee is not on RWP, then report an appropriate non RWP Assignment Code (e.g., 44, 45, 46, 47, 54, 55, 56, 57, or 58) with an appropriate Member Contribution Amount based off of the Earnings. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B021, MO-B030 or MO-B093 is present.

**Field(s) and Record Position(s):** Assignment Code (35-36), Service Period Begin (64-71), Service Period End (72-79)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B029

**Error Description:** RWP service subsequent to RWP expiration date

**Error Resolution:** The Contribution Line is coded with an RWP Assignment Code of 34 or 36 and a portion of the Service Period Begin through Service Period End is subsequent to the expiration date of the RWP contract. Employees approved for the Reduced Workload Program (RWP) can participate for no more than 10 total years (does not need to be consecutive) after the CalSTRS approval date.

Verify the service dates. If incorrect, change the Service Period End to occur prior to the RWP end date using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If the employee is not retired, still employed at the district and it is past the 10 year RWP maximum period, then report an appropriate non RWP Assignment Code (e.g., 44, 45, 46, 47, 54, 55, 56, 57, or 58) with an appropriate Member Contribution Amount based off of the Earnings. If service is being reported for RWP and you believe the service dates are correct, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

If the employee is retired, report the Contribution Line with Member Code = 2 (non-member) and Assignment Code 61 (post-retirement employment for those on CalSTRS retirement or disability) without contributions.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B021, MO-B030 or MO-B093 is present.

**Field(s) and Record Position(s):** Assignment Code (35-36), Service Period Begin (64-71), Service Period End (72-79)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B030

**Error Description:** No RWP contract received/approved for this account

**Error Resolution:** The Contribution Line is coded with an RWP Assignment Code of 34 or 36 and there is no approved RWP contract for this employee's CalSTRS account.

Verify the service being reported. If it should be RWP service, submit a properly filled in RWP application (ES-1161) so CalSTRS can verify the information and input the RWP start date for the employee's CalSTRS account. If an application has already been submitted to CalSTRS, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

If the employee is not on RWP, then report an appropriate non RWP Assignment Code (e.g., 44, 45, 46, 47, 54, 55, 56, 57, or 58) with an appropriate Member Contribution Amount based off of the Earnings. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B021 or MO-B093 is present.

**Field(s) and Record Position(s):** Assignment Code (35-36)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B031

**Error Description:** Assignment Code must be 36 on or after approved RWP start date

**Error Resolution:** The Contribution Line is NOT coded with an RWP Assignment Code of 34 or 36 and a portion of the Service Period Begin through Service Period End occurs while the employee was participating in the RWP program.

Verify the service dates. If the employee is participating in RWP this Fiscal Year, change the Assignment Code to 34 (Reduced Workload Program/Community College districts) or 36 (RWP for K-12 and Community College districts) using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If the employee is not participating in RWP this Fiscal Year, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) and inform them of the member's working status.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if Assignment Code 61 is on a Contribution Line and the entire service period is post-retirement (e.g., employee's CalSTRS account is SRPRE72, DRPRE72, SR, DA or DR status).

This business rule is not applied if error MO-B021 or MO-B093 is present.

**Field(s) and Record Position(s):** Assignment Code (35-36), Service Period Begin (64-71), Service Period End (72-79)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B032

**Error Description:** Potential RWP default due to premature termination

**Error Resolution:** The Contribution Line is coded with an RWP Assignment Code of 34 or 36 and the employee's CalSTRS account status is not member, non-member or reverted for the entire service period represented on the contribution line.

Contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com for further instructions.

**Exclusions:** This business rule is not applied if Contribution Code 5 or 6 is present.

This business rule is not applied if error MO-B021 or MO-B093 is present.

**Field(s) and Record Position(s):** Assignment Code (35-36)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B033

**Error Description:** Pay Rate required

**Error Resolution:** The Contribution Line does not have a Pay Rate greater than zero and the Contribution Code is not 2.

Review your records and input an accurate Pay Rate using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

NOTE: If reporting contributions due only (Contribution Code = 2) AND the employee is on the Reduced Workload Program, input the correct monthly Pay Rate the employee would have received had they been employed full-time.

NOTE: Decimals and negative signs are allowed in the Pay Rate field if changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Pay Rate (37-44), Contribution Code (56)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B034

**Error Description:** Pay Rate must equal Earnings for positive lump-sum special compensation.

**Error Resolution:** The Contribution Line has positive Earnings, Pay Code = 0 (annual), Assignment Code does not equal 34 or 36 (RWP), Contribution Code = 6 (special compensation) and the Earnings do not match the Pay Rate OR the Contribution Line has negative Earnings, meets the criteria above and cannot find a previous line(s) to adjust (i.e., no previous line exists that has the same Member Code, Assignment Code, Pay Rate, Pay Code, Contribution Code, Service Period and has positive Earnings).

Review your records and supply the appropriate values. If reporting special compensation then the Pay Rate must equal Earnings. If not reporting special compensation change the Contribution Code and supply the appropriate values. To correct the line use the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee's CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee's CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Pay Rate (37-44), Earnings (46-52)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B036

**Error Description:** Pay Rate increase excessive

**Error Resolution:** The Contribution Line is for an employee that is greater than or equal to 52 years in age and the Pay Rate is excessive. An excessive Pay Rate is determined as follows:

- The Contribution Line has a Service Period subsequent to 6/30/2011 and the Pay Rate is equal to or greater than 15% when compared to the last Contribution Line transmitted (relative to the Service Period of the current line) for this employee from this Report Unit
- The Contribution Line has a Service Period subsequent to 6/30/2002 but prior to 7/1/2011 and the Pay Rate is equal to or greater than 25% when compared to the last Contribution Line transmitted (relative to the Service Period of the current line) for this employee from this Report Unit
- The Contribution Line has a Service Period prior to 7/1/2002 and the Pay Rate is equal to or greater than 10% when compared to the last Contribution Line transmitted (relative to the Service Period of the current line) for this employee from this Report Unit.

Verify the Pay Rate increase. If incorrect, change the Pay Rate and any other appropriate values using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If the Pay Rate increase is valid and the previously reported line is incorrect, submit adjustments/reversals to correct any prior lines or contact CalSTRS for assistance. You must also indicate you have reviewed this business rule error and determined the Pay Rate increase is valid by clicking the "Employer Approved" check box next to this business rule error in SEW.

If the Pay Rate increase is valid and the previously reported line is correct, you must indicate you have reviewed this business rule error and determined the Pay Rate increase is valid by clicking the "Employer Approved" check box next to this business rule error in SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

An invalid Pay Rate increase is determined as follows:

- For all report units other than Charter Schools a previous Contribution Line is the most recent reported line prior to the current line, which has the same Report Unit and Tax-ID.
- For all Charter School report units a previous Contribution Line is the most recent reported line prior to the current line, which has the same Tax-ID.
- Only a line reported within the same or prior Fiscal Year is considered as a previous line for this business rule.

- If no previous line exists, this business rule is not applied.
- Reversing lines, reversed lines and adjustment lines (adjustment lines are determined if they have negative Earnings and/or Contribution Amount) are excluded from being a previous line.
- Overtime/summer school/intersession (Contribution Code = 9 or Assignment Code = 49 or 59) lines are not considered a previous line.
- A Special Compensation line (Contribution Code = 6) is not considered a previous line.
- A Contribution Adjustment (Contribution Code = 2) is not considered a previous line.
- Only lines with Assignment Code = 34, 36, 37, 46, 47, 56, or 57 are considered, for the purposes of establishing the prior line.
- Where there is more than one previous Contribution Line with the same service period satisfying the above rules, use each for checking this business rule. If one previous line passes this business rule then the rule is satisfied regardless if other lines exist that do not pass the business rule.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee's CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee's CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if the CalSTRS does not have birth date for the Tax-ID being reported.

This business rule is not applied if the Contribution Code = 2 (adjustment of contributions) ( 6 (special compensation), 9 (overtime/ summer school/ intersession) or the Assignment Code = 49/ 59 (overtime/ summer school/ intersession).

This business rule is not applied if Assignment Code = 35, 44, 54, 45, 55, 58, 61, 62, 63 or 64 (part-time or substitute assignments) and the Service Period Begin and End occur subsequent to 6/30/2002.

This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Pay Rate (37-44)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Partial

**Employer Approvable Error:** Yes

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**Error ID:** MO-B037

**Error Description:** Pay Rate adjustment (Cntrb Code 5) must reflect Pay Rate increase/decrease



**Error Resolution:** The Contribution Line has Contribution Code = 5 (Pay Rate adjustment) and the Pay Rate does not reflect an increase or decrease when matched to all previous lines with the same Service Period, Tax-ID, Assignment Code and Pay Code.

Verify that you are attempting to submit a Pay Rate adjustment. If submitting a Pay Rate adjustment, supply the appropriate Pay Rate which reflects an increase/decrease when compared to the previous line(s) being adjusted. If invalid, either remove the line or supply other appropriate values. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee's CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee's CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if Contribution Code = 5 (Pay Rate adjustment) and Assignment Code = 34 or 36 (RWP).

This business rule is not applied if MO-B059 or MO-B093 is present.

**Field(s) and Record Position(s):** Pay Rate (37-44)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Partial

**Employer Approvable Error:** No

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**Error ID:** MO-B038

**Error Description:** Pay Code required

**Error Resolution:** The Contribution Line is coded with a blank Pay Code and the Contribution Code is not 2. For RWP contribution adjustments (Contribution Code = 2 and Assignment Code = 34 or 36) if either Pay Rate or Pay Code is present, both must be present.

Review your records and input the accurate Pay Code to ensure accurate service credit for member service (Member Code =1) or either hours or days for non-member service (Member Code = 2). Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

Valid Pay Codes:

0 = Annual or lump-sum

1 = 12-month



- 2 = 11-month
- 3 = 10-month
- 4 = Hourly
- 7 = 13 payments
- 8 = Daily

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Pay Code (45), Contribution Code (56)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B039

**Error Description:** Invalid Pay Code

**Error Resolution:** The Pay Code (if present) on this Contribution Line is NOT 0, 1, 2, 3, 4, 7 or 8.

Review your records and input the appropriate Pay Code for the employee's service by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

Valid Pay Codes:

- 0 = Annual or lump-sum
- 1 = 12-month
- 2 = 11-month
- 3 = 10-month
- 4 = Hourly
- 7 = 13 payments
- 8 = Daily

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** The business rule is not applied if the Pay Code is blank.

This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Pay Code (45)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B040

**Error Description:** Hourly/ daily reporting invalid for creditable member service

**Error Resolution:** The Contribution Line is coded as a member line (Member Code = 1) and Pay Code 4 (hourly) or 8 (daily). Pay Codes 4 and 8 are only valid for non-member service.

Please input the appropriate Pay Code that is valid for member service (Member Code = 1) or change the Member Code if reporting non-member service by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

Valid Pay Codes for member service:

- 0 = Annual or lump-sum
- 1 = 12-month
- 2 = 11-Month
- 3 = 10-Month
- 7 = 13 payments

NOTE: A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 5, 6, or 9.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if Assignment Code 35 is present or the Service Period End is prior to 07/01/1996.

This business rule is not applied if error MO-B039 or MO-B093 is present.

**Field(s) and Record Position(s):** Member Code (34), Pay Code (45)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B041

**Error Description:** Monthly/ annual reporting invalid for non-member part-time service

**Error Resolution:** The Contribution Line is coded with Member Code = 2, Assignment Code = 45, 55 or 59, Pay Code = 0, 1, 2, 3 or 7, and Contribution Code = Blank, 0, 1, 3 or 5.

Please input the appropriate Pay Code that is valid for non-member service (Member Code = 2) or change the Member Code if reporting member service by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

Valid Pay Codes for non-member service:

4 = Hourly

8 = Daily

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B039 or MO-B093 is present.

**Field(s) and Record Position(s):** Member Code (34), Pay Code (45)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B042

**Error Description:** Hourly/ daily reporting invalid for non-member contract service

**Error Resolution:** The Contribution Line is coded with Member Code 2 (non-member service), Pay Code 4 (Hourly) or 8 (daily), Assignment Code 47 (full time/part time contract - year round school) or 57 (full time/part time contract - conventional school) and Contribution Code blank (non-member) or 0 (non-member) or 1 (Member current month detail) or 3 (adjustment of previously reported Earnings) or 5 (retroactive Pay Rate adjustment).

Pay Codes 4 and 8 are not valid for non-member contract service. Verify your records and report the appropriate Pay Code by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

Valid Pay Codes for non-member contract service:

0 = Annual or lump-sum

1 = 12-month

2 = 11-Month

3 = 10-Month

7 = 13 payments

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B021, MO-B072 or MO-B093 is present.

**Field(s) and Record Position(s):** Member Code (34), Assignment Code (35-36), Pay Code (45), Contribution Code (57)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B043

**Error Description:** ERIP (Asgn Code 35) must be reported with a daily Pay Rate/Pay Code

**Error Resolution:** The Contribution Line is coded with Assignment Code 35 (Early Retirement Incentive Program) and NOT Pay Code 8 (daily). Assignment Code 35 must be reported with Pay Code 8.

Review your records and change the Assignment Code if not reporting ERIP service. If reporting ERIP service the Pay Code must be 8. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B021, MO-B039 or MO-B093 is present.

**Field(s) and Record Position(s):** Assignment Code (35-36), Pay Code (45), Service Period Begin (64-71), Service Period End (72-29)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B044

**Error Description:** RWP (Asgn Code 36) must be reported with a monthly Pay Rate/ Pay Code.

**Error Resolution:** The Contribution Line is coded with Assignment Code 34 or 36 (RWP), Contribution Code = 1 (current member contributions), 3 (earnings adjustment) or 2 (contributions adjustment) (Pay Rate must be present for Contribution Code 2) and Pay Code does not equal 1 (12-month), 2 (11-month), 3 (10-month) or 7 (13 payments).

Review your records. If reporting RWP, change the Pay Rate and/ or Pay Code to reflect monthly service. If not reporting RWP, supply other appropriate values. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Pay Code (45)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B045

**Error Description:** RWP (Asgn Code 36) pay rate adj/ special comp must be reported with Pay Code 0

**Error Resolution:** The Contribution Line is coded with Assignment Code 34 or 36 (Reduced Workload Program), Contribution Code 5 (Retroactive pay rate adjustment of previously reported service (does not generate service credit) or 6 (Special Compensation) and NOT Pay Code 0 (annual pay). Pay Rate adjustments and special compensation must be reported with a Pay Code 0 for RWP.

If Pay Rate adjustment or special compensation is being reported, please use Pay Code 0. If not, use the appropriate Pay Code for service reported. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

Valid Pay Codes:

- 1 = 12-month
- 2 = 11-month
- 3 = 10-month
- 4 = Hourly
- 7 = 13 payments
- 8 = Daily

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B021, MO-B039 or MO-B093 is present.

**Field(s) and Record Position(s):** Assignment Code (35-36), Pay Code (45), Contribution Code (57)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B046

**Error Description:** Special compensation must be reported with Pay Code 0

**Error Resolution:** The Contribution Line is coded with Contribution Code 6 (special compensation) and an Assignment Code other than 34 or 36 (RWP) and NOT Pay Code 0 (Annual Pay).

Please verify that the service being reported is non RWP special compensation. If so, use a Pay Code 0 when reporting non RWP special compensation. Supply other appropriate values if not reporting RWP special compensation. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee's CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee's CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if error MO-B039, MO-B072 or MO-B093 is present.

**Field(s) and Record Position(s):** Pay Code (45), Contribution Code (57)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B047

**Error Description:** Pay Rate exceeds STRS maximum limitation for Pay Codes 0, 1, 2, 3 or 7

**Error Resolution:** The Contribution Line's calculated earnable exceeds the IRC 401(A)(17) limit for Pay Code = 0 (annual), 1 (12-month), 2 (11-months), 3 (10-month) or 7 (13 payments).

Verify your records and determine if the Pay Rate and Pay Code being reported are appropriate. Supply the appropriate values using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

Earnable is calculated by multiplying the Pay Rate by the Pay Code factor. Pay Code factors are as follows:

- 0 (annual) Pay Code factor = 1
- 1 (12 month) Pay Code factor = 12
- 2 (11 month) Pay Code factor = 11
- 3 (10 month) Pay Code factor = 10
- 7 (13 payments) Pay Code factor = 13

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee's CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee's CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied to overtime/ summer school/ intersession (Contribution Code = 9 or Assignment Code = 49 or 59).

This business rule is not applied to special compensation (Contribution Code = 6).

This business rule is not applied if error MO-B093 is present.

This business rule is not applied if the employee became a CalSTRS DB member prior to 7/1/1996 and the Assignment Code is 47 or 57.

**Field(s) and Record Position(s):** Pay Rate (37-44), Pay Code (45)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes



**Employer Approvable Error:** No

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**Error ID:** MO-B048

**Error Description:** Pay Rate below STRS minimum limitation for Pay Codes 0, 1, 2, 3 or 7

**Error Resolution:** The Contribution Line's calculated earnable is below the California minimum wage for Pay Code = 0 (annual), 1 (12-month), 2 (11-months), 3 (10-month) or 7 (13 payments).

Verify your records and determine if the Pay Rate and Pay Code being reported are appropriate. Supply the appropriate values using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

Earnable is calculated by multiplying the Pay Rate by the Pay Code factor. Pay Code factors are as follows:

- 0 (annual) Pay Code factor = 1
- 1 (12 month) Pay Code factor = 12
- 2 (11 month) Pay Code factor = 11
- 3 (10 month) Pay Code factor = 10
- 7 (13 payments) Pay Code factor = 13

STRS minimum limitation = California minimum wage multiplied by 1050 (1050 = 175 days \* 6 hour day)

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee's CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee's CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied to RWP Pay Rate adjustments (Assignment Code = 34 or 36 and Contribution Code = 5).

This business rule is not applied to overtime/ summer school/ intersession (Contribution Code = 9 or Assignment Code = 49 or 59).

This business rule is not applied to special compensation (Contribution Code = 6).

This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Pay Rate (37-44), Pay Code (45)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes



**Employer Approvable Error:** No

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**Error ID:** MO-B049

**Error Description:** Pay Rate exceeds STRS maximum limitation for hourly/ daily Pay Codes

**Error Resolution:** The Contribution Line's calculated earnable exceeds the IRC 401(A)(17) limit for Pay Code = 4 (hourly) or 8 (daily).

Verify your records and determine if the Pay Rate and Pay Code being reported are appropriate. Supply the appropriate values using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

STRS maximum daily Pay Rate limitation = IRC 401(A)(17) limit divided by 175 (days). STRS maximum hourly Pay Rate limitation = IRC 401(A)(17) limit divided by 1050 (1050 = 175 days \* 6 hour day).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee's CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee's CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if Member Code =1 and Assignment Code is not = 49 or 59 and Contribution Code does not = 9.

This business rule is not applied to overtime/ summer school/ intersession (Contribution Code = 9 or Assignment Code = 49 or 59).

This business rule is not applied to special compensation (Contribution Code = 6).

This business rule is not applied if error MO-B093 is present.

This business rule is not applied if the employee became a CalSTRS DB member prior to 7/1/1996 and the Assignment Code is 47 or 57.

**Field(s) and Record Position(s):** Pay Rate (37-44), Pay Code (45)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B050

**Error Description:** Pay Rate below STRS minimum limitation for hourly/ daily Pay Codes

**Error Resolution:** The Contribution Line's calculated earnable is below the California minimum wage for Pay Code = 4 (hourly) or 8 (daily).

Verify your records and determine if the Pay Rate and Pay Code being reported are appropriate. Supply the appropriate values using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

STRS minimum daily Pay Rate limitation = California minimum wage multiplied by 6 (hours).  
STRS minimum hourly Pay Rate limitation = California minimum wage.

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee's CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee's CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if Member Code = 1 and Assignment Code is not = 49 or 59 and Contribution Code does not = 9.

This business rule is not applied to overtime/ summer school/ intersession (Contribution Code = 9 or Assignment Code = 49 or 59).

This business rule is not applied to special compensation (Contribution Code = 6).

This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Pay Rate (37-44), Pay Code (45)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B051

**Error Description:** Pay Code altered (current and previously reported Pay Rate match)

**Error Resolution:** The Contribution Line is coded with the same Pay Rate and a different Pay Code than the last Contribution Line transmitted for this employee from this Report Unit.

Verify the Pay Code. If incorrect, change the Pay Code to match the previously reported value by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If the Pay Code is valid and the previously reported line is incorrect, submit adjustments/reversals to correct any prior lines or contact CalSTRS for assistance. If the Pay Code is valid and the previously reported line is valid, contact CalSTRS for assistance.

NOTE: All Earnings should be reported to CalSTRS “as earned” not “as paid to the employee”.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

An invalid Pay Code change is determined as follows:

- Previous Contribution Line is the most recent reported line prior to the current line, which has the same Report Unit and Tax-ID.
- If the current line’s Service Period Begin is for October or later then only a line reported within the same Fiscal Year is considered as a previous line for this business rule.
- If the current line’s Service Period Begin is for July, August or September then the previous line can be checked for the period from June of the prior year to the current line’s report period.
- If no previous line exists, this business rule is not applied.
- Reversing lines, reversed lines and adjustment lines (adjustment lines are determined if they have negative Earnings and/or Contribution Amount) are excluded from being a previous line.
- Overtime/summer school/intersession (Contribution Code = 9 or Assignment Code = 49 or 59) lines are not considered a previous line.
- A Special Compensation line (Contribution Code = 6) is not considered a previous line.
- Where there is more than one previous Contribution Line with the same service period satisfying the above rules with the same Pay Rate as the current line, use each for checking this business rule. If one line passes this business rule then the rule is satisfied regardless if other lines exist that do not pass the business rule.

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee’s CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee’s CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied to overtime/ summer school/ intersession (Contribution Code = 9 or Assignment Code = 49 or 59).

This business rule is not applied to special compensation (Contribution Code = 6).

This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Pay Rate (37-44), Pay Code (45)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Partial

**Employer Approvable Error:** No

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**Error ID:** MO-B052

**Error Description:** Pay Code 1 indicates a 12 month position

**Error Resolution:** The Contribution Line is coded with Pay Code = 1 (12-month), is creditable, reflects contract service (Assignment Code = 47 or 57), is the first creditable Contribution Line for the Fiscal Year and the Service Period Begin is in August or September.

Verify the Pay Code. If incorrect, change the Pay Code to an appropriate value by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If the Pay Code is valid, you must indicate you have reviewed this business rule error and determined the Pay Code is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

NOTE: A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 4, 5, 6, or 9.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee’s CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee’s CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if error MO-B093 is present.

This business rule is not applied if the Contribution Code value is “2” (contribution adjustment), “5” (retro-active pay-rate adjustment) or “6” (special compensation)

**Field(s) and Record Position(s):** Pay Code (45)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** Yes

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**Error ID:** MO-B053

**Error Description:** Pay Code 2 indicates an 11 month position.

**Error Resolution:** The Contribution Line is coded with Pay Code = 2 (11-month), is creditable, reflects contract service (Assignment Code = 47 or 57), is the first creditable Contribution Line for the Fiscal Year and the Service Period Begin is in September.

Verify the Pay Code. If incorrect, change the Pay Code to an appropriate value by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If the Pay Code is valid, you must indicate you have reviewed this business rule error and determined the Pay Code is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

NOTE: A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 4, 5, 6, or 9.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee’s CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee’s CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if error MO-B093 is present.

This business rule is not applied if the Contribution Code value is “2” (contribution adjustment), “5” (retro-active pay-rate adjustment) or “6” (special compensation)

**Field(s) and Record Position(s):** Pay Code (45)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** Yes

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**Error ID:** MO-B054

**Error Description:** Pay Code 3 indicates a 10 month position

**Error Resolution:** The Contribution Line is coded with Pay Code = 3 (10-month), is creditable, reflects contract service (Assignment Code = 47 or 57), is the first creditable Contribution Line for the Fiscal Year and the Service Period Begin is in July.

Verify the Pay Code. If incorrect, change the Pay Code to an appropriate value by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If the Pay Code is valid, you must indicate you have reviewed this business rule error and determined the Pay Code is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

NOTE: A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 4, 5, 6, or 9.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee’s CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee’s CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period)

This business rule is not applied if error MO-B093 is present.

This business rule is not applied if the Contribution Code value is “2” (contribution adjustment), “5” (retro-active pay-rate adjustment) or “6” (special compensation)

**Field(s) and Record Position(s):** Pay Code (45)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** Yes

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**Error ID:** MO-B055

**Error Description:** Earnings must be blank or zero on contribution adjustment (Cntrb Code 2)

**Error Resolution:** The Contribution Line is coded with Contribution Code 2 (Adjustment of previously omitted or incorrect contributions) and Earnings are not blank or zero. A Contribution Code 2 has been reported to adjust contributions and the Earnings field must be blank or zero for this adjustment.

Please verify that the Contribution Code is correct and should be a 2 for contribution adjustments. If it is correct, please remove the Earnings or put a zero in the Earnings field. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

NOTE: Decimals and negative signs are allowed in this Earnings field if changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B056, MO-B057, MO-B058, MO-B059, MO-B072, MO-B093 is present.

**Field(s) and Record Position(s):** Earnings (46-52), Contribution Code (57)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B056

**Error Description:** Earnings must be present (Cntrb Code blank 0, 1, 3, 5, 6, or 9)

**Error Resolution:** The Contribution Line is coded with a Contribution Code other than 2 (Adjustment of previously omitted or incorrect contributions) and Earnings are blank or zero.

Service has been reported without any Earnings. Review your records and report either Earnings with the appropriate Contribution Code or adjust the Contribution Code to 2 if the entry is for member contributions due only. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

NOTE: Decimals and negative signs are allowed in the Earnings field if changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Earnings (46-52), Contribution Code (57)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B057



**Error Description:** Earnings must be positive for Cntrb Code blank, 0 or 1

**Error Resolution:** The Contribution Line is coded with Contribution Code = blank (non-member), 0 (non-member) or 1 (current member contributions) and Earnings are negative.

If this is a reversal line, no previously reported service has been found to reverse. Use the following guidelines to successfully submit a reversal:

- If reversing one previously reported line, the Service Period Begin and Service Period End must match the reversal line. If reversing multiple previously reported lines, the service period range of all lines must fall within the reversal line's service period range and one or more of those prior lines must match the Service Period Begin and one or more of those prior lines must match the Service Period End on the reversal line.
- Reversal lines must match previously reported service with the same Source Code, Tax-ID, Member Code, Assignment Code, Pay Code, Pay Rate, Earnings and Contribution Code (blank, 0, 1 and 3 are considered matches) and Member Contribution Amount.
  - The sum of all Earnings on the previously reported service must match but have opposite signs (positive or negative amount) to the Earnings on reversal line
  - The sum of all contributions on the previously reported service must match but have opposite signs to the contributions on the reversal line
  - If reversing previously reported service with contributions, verify whether they should be "Post-Tax" or "Pre-Tax" contributions. The reversal will fail if the contributions are reported in the incorrect field.

Using the criteria above, supply the appropriate values so that the reversal line matches the previously reported service you are attempting to reverse. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If this is not a reversal line, supply an appropriate positive Earnings value by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee's CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee's CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period)

This business rule is not applied if a different non reversed/ reversing Contribution Line is present on the same file with matching Tax-ID, Source Code, Member Code, Pay Rate, Pay Code,



Assignment Code and service period with Contribution Code = blank, 0 or 1 with positive Earnings.

This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Earnings (46-52)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B058

**Error Description:** Adjustment does not match previously reported service

**Error Resolution:** The Contribution Line is coded with Contribution Code = 3 (adjustment), 6 (special compensation) or 9 (non-creditable service) with negative Earnings and no previously reported service with positive Earnings has been found to adjust.

- If adjusting one previously reported line, the Service Period Begin and Service Period End must match the adjustment line. If adjusting multiple previously reported lines, the service period range of all lines must fall within the adjustment line's service period range and one or more of those prior lines must match the Service Period Begin and one or more of those prior lines must match the Service Period End on the adjustment line.
- Contribution Code 3 adjustments must match previously reported service with the same Source Code, Unit Code, Tax-ID, Member Code, Assignment Code, Pay Code, Pay Rate and Contribution Code (blank, 0, 1 and 3 are considered matches).
- Non RWP (Assignment Code is not 34 or 36) Contribution Code 6 adjustments must match previously reported service with the same Source Code, Unit Code, Tax-ID, Member Code, Assignment Code, Pay Code and Contribution Code.
- RWP (Assignment Code = 34 or 36) Contribution Code 6 adjustments must match previously reported service with the same Source Code, Unit Code, Tax-ID, Member Code, Assignment Code, Pay Code, Pay Rate and Contribution Code.
- Contribution Code 9 adjustments must match previously reported service with the same Source Code, Unit Code, Tax-ID, Member Code, Assignment Code, Pay Code, Pay Rate and Contribution Code.

Using the criteria above, supply the appropriate values so that the adjustment line matches the previously reported service you are attempting to adjust. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee's CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee's CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Tax-ID (5-13), Member Code (34), Assignment Code (35-36), Pay Rate (37-44), Pay Code (45), Earnings (46-52), Contribution Code (57), Service Period Begin (64-71), Service Period End (72-79), Source Code (80-83)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Partial

**Employer Approvable Error:** No

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**Error ID:** MO-B059

**Error Description:** Pay Rate adjustment (Cntrb Code 5) does not match previously reported service

**Error Resolution:** The Contribution Line is coded with Contribution Code 5 (Retroactive Pay Rate adjustment) and no previously reported service has been found to adjust.

- Earnings cannot be negative on BOTH the adjustment line and the line(s) you are attempting to adjust.
- If adjusting one previously reported line, the Service Period Begin and Service Period End must match the adjustment line. If adjusting multiple previously reported lines, the service period range of all lines must fall within the adjustment line's service period range and one or more of those prior lines must match the Service Period Begin and one or more of those prior lines must match the Service Period End on the adjustment line.
- Non RWP (Assignment Code is not 34 or 36) Contribution Code 5 adjustments must match previously reported service with the same Tax-ID, Source Code, Unit Code, Member Code, Assignment Code, Pay Code and the Contribution Code on the previously reported service must = blank, 0, 1 or 3.
- RWP (Assignment Code = 34 or 36) Contribution Code 5 adjustments must match previously reported service with the same Tax-ID, Source Code, Unit Code, Member Code, Assignment Code and Contribution Code must = blank, 0, 1 or 3.

Supply the appropriate values so that the adjustment line matches the previously reported service you are attempting to adjust. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee's CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee's CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Tax-ID (5-13), Member Code (34), Assignment Code (35-36), Pay Code (45), Contribution Code (57), Service Period Begin (64-71), Service Period End (72-79), Source Code (80-83)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Partial

**Employer Approvable Error:** No

**Error ID:** MO-B060

**Error Description:** Adjustment creates a negative balance on a refund/ death

**Error Resolution:** The Contribution Line is coded as an adjustment line (Member Code = 1 (member), Contribution Code = 2 (contributions adjustment), 3 (Earnings adjustment), 5 (Retroactive Pay Rate adjustment) or 6 (special compensation)) and this adjustment creates a negative contribution amount or service credit balance where the CalSTRS account status = REFUND, PAYOUTDTH or CLOSED.

Determine validity of adjustment. Supply the appropriate values if the adjustment is invalid by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW. If valid, contact CalSTRS for assistance.

NOTE: Service credit is calculated by dividing Earnings by Pay Rate by Pay Code factor:

- 0 (annual) = Earnings / Pay Rate
- 1 (12 month) = Earnings / Pay Rate / 12 (Pay Code factor)
- 2 (11 month) = Earnings / Pay Rate / 11 (Pay Code factor)
- 3 (10 month) = Earnings / Pay Rate / 10 (Pay Code factor)
- 7 (13 payments) = Earnings / Pay Rate / 13 (Pay Code factor)
- 4 (Hourly) = Earnings / Pay Rate / 1050 (Pay Code factor)
- 8 (Daily) = Earnings / Pay Rate / 175 (Pay Code factor)

NOTE: Pay Codes 4 and 8 should only be used to report member earnings prior to July 1, 1996.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B057, MO-B058, MO-B059 or MO-B093 is present.

**Field(s) and Record Position(s):** Earnings (46-52), Member Contribution Amount (Post-Tax) (58-63), Member Contribution Amount (Pre-Tax) (95-100)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

**Error ID:** MO-B062

**Error Description:** Adj results in a negative Erngs, Cntrb or svc crdt balance for svc per range

**Error Resolution:** This Contribution Line either creates negative earnings, contributions or service credit balance for the service period range or this line does not eliminate a negative balance that already exists for service period range.

Determine validity of adjustment. Supply the appropriate values if the adjustment is invalid by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW. If valid, contact CalSTRS for assistance.

NOTE: Service credit is calculated by dividing Earnings by Pay Rate by Pay Code factor:

- 0 (annual) = Earnings / Pay Rate
- 1 (12 month) = Earnings / Pay Rate / 12 (Pay Code factor)
- 2 (11 month) = Earnings / Pay Rate / 11 (Pay Code factor)
- 3 (10 month) = Earnings / Pay Rate / 10 (Pay Code factor)
- 7 (13 payments) = Earnings / Pay Rate / 13 (Pay Code factor)
- 4 (Hourly) = Earnings / Pay Rate / 1050 (Pay Code factor)
- 8 (Daily) = Earnings / Pay Rate / 175 (Pay Code factor)

NOTE: Pay Codes 4 and 8 should only be used to report member earnings prior to July 1, 1996.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B057, MO-B058, MO-B059 or MO-B093 is present.

**Field(s) and Record Position(s):** Earnings (46-52), Member Contribution Amount (Post-Tax) (58-63), Member Contribution Amount (Pre-Tax) (95-100)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B063

**Error Description:** Adjustment results in a negative cntrb or svc crdt balance for this account

**Error Resolution:** This Contribution Line either creates negative earnings, contributions or service credit balance for the CalSTRS account or this line does not eliminate a negative balance that already exists for the CalSTRS account.

Determine validity of adjustment. Supply the appropriate values if the adjustment is invalid by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW. If valid, contact CalSTRS for assistance.

NOTE: Service credit is calculated by dividing Earnings by Pay Rate by Pay Code factor:

- 0 (annual) = Earnings / Pay Rate
- 1 (12 month) = Earnings / Pay Rate / 12 (Pay Code factor)
- 2 (11 month) = Earnings / Pay Rate / 11 (Pay Code factor)
- 3 (10 month) = Earnings / Pay Rate / 10 (Pay Code factor)
- 7 (13 payments) = Earnings / Pay Rate / 13 (Pay Code factor)
- 4 (Hourly) = Earnings / Pay Rate / 1050 (Pay Code factor)
- 8 (Daily) = Earnings / Pay Rate / 175 (Pay Code factor)

NOTE: Pay Codes 4 and 8 should only be used to report member earnings prior to July 1, 1996.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee's CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee's CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if error MO-B057, MO-B058, MO-B059 or MO-B093 is present.

**Field(s) and Record Position(s):** Earnings (46-52), Member Contribution Amount (Post-Tax) (58-63), Member Contribution Amount (Pre-Tax) (95-100)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B064

**Error Description:** Part-time/ substitute Earnings are excessive for service period range

**Error Resolution:** The Contribution Line generates excess Earnings for part-time/ substitute service. The sum of Earnings for all part-time/ substitute service (Contribution Code = blank, 0 (non-member), 1 (current member contributions) or 3 (Earnings adjustment) and Assignment Code = 44, 54 (substitute hourly/daily), 45, 55 (part-time) or 58 (part-time community college) for this Fiscal Year, up to and including the service period on this line results in excess Earnings.

Excess Earnings have been detected on this line or a combination of this line and previously reported lines for the Fiscal Year reported. Excessive Earnings have been detected since the cumulative service credit exceeds what is allowed for the Fiscal year reported. Cumulative service credit has exceeded 0.1 multiplied by the number of Report Periods worked for the Fiscal Year.

Verify the accuracy of the Pay Rate(s)/ Pay Code(s) reported. If invalid, supply the appropriate values by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If the Contribution Line is valid and any previously reported line(s) are incorrect for the Fiscal Year reported that is causing this error, submit adjustments/ reversals to correct any prior lines or contact CalSTRS for assistance. You must also indicate you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

If the Contribution Line is valid and all previously reported lines are correct for the Fiscal Year reported, you must indicate you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

NOTE: Service credit is calculated by dividing Earnings by Pay Rate by Pay Code factor:

- 0 (annual) = Earnings / Pay Rate
- 1 (12 month) = Earnings / Pay Rate / 12 (Pay Code factor)
- 2 (11 month) = Earnings / Pay Rate / 11 (Pay Code factor)
- 3 (10 month) = Earnings / Pay Rate / 10 (Pay Code factor)
- 7 (13 payments) = Earnings / Pay Rate / 13 (Pay Code factor)
- 4 (Hourly) = Earnings / Pay Rate / 1050 (Pay Code factor)
- 8 (Daily) = Earnings / Pay Rate / 175 (Pay Code factor)

NOTE: Pay Codes 4 and 8 should only be used to report member earnings prior to July 1, 1996.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee’s CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee’s

CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if error MO-B057, MO-B058, MO-B059 or MO-B093 is present.

This business rule is not applied if the Service Period Begin and Service Period End occur subsequent to July 1, 2002.

**Field(s) and Record Position(s):** Earnings (46-52)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Partial

**Employer Approvable Error:** Yes

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**Error ID:** MO-B065

**Error Description:** Year to date service credit excessive

**Error Resolution:** This Contribution Line causes the cumulative service credit for the CalSTRS account for the reported Fiscal Year to be excessive. Excessive Service Credit is determined as follows:

- The Contribution Line has a Service Period subsequent to 6/30/2012, the Report Unit represents a Community College and the cumulative service credit for the reported Fiscal Year and Report Unit for this employee exceeds 2.000 or the Contribution Line has a Service period subsequent to 6/30/2012, the Report Unit represents a non Community College and the cumulative service credit for the reported Fiscal Year and Report Unit for this employee exceeds 1.500
- The Contribution Line has a Service Period subsequent to 6/30/2002 and prior to 7/1/2012 and the cumulative service credit for the reported Fiscal Year and Report Unit for this employee exceeds 1.800
- The Contribution Line has a Service Period prior to 7/1/2002 and the cumulative service credit for the reported Fiscal Year and Report Unit for this employee exceeds 1.000.

Verify the accuracy of the Pay Rate(s)/ Pay Code(s) reported. If invalid, supply the appropriate values by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If the Contribution Line is valid and any previously reported line(s) are incorrect for the Fiscal Year reported that is causing this error, submit adjustments/ reversals to correct any prior lines or contact CalSTRS for assistance. You must also indicate you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

If the Contribution Line is valid and the previously reported lines for the Fiscal Year reported are correct, you must indicate you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

NOTE: Service credit is calculated by dividing Earnings by Pay Rate by Pay Code factor:

- 0 (annual) = Earnings / Pay Rate



- 1 (12 month) = Earnings / Pay Rate / 12 (Pay Code factor)
- 2 (11 month) = Earnings / Pay Rate / 11 (Pay Code factor)
- 3 (10 month) = Earnings / Pay Rate / 10 (Pay Code factor)
- 7 (13 payments) = Earnings / Pay Rate / 13 (Pay Code factor)
- 4 (Hourly) = Earnings / Pay Rate / 1050 (Pay Code factor)
- 8 (Daily) = Earnings / Pay Rate / 175 (Pay Code factor)

NOTE: Pay Codes 4 and 8 should only be used to report member earnings prior to July 1, 1996.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee's CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee's CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if error MO-B048, MO-B057, MO-B058, MO-B059 or MO-B093 is present.

Prior lines in CalSTRS system that have error MO-B048 are not used in the service credit calculation.

**Field(s) and Record Position(s):** Earnings (46-52)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Partial

**Employer Approvable Error:** Yes

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**Error ID:** MO-B066

**Error Description:** Earnings are excessive for service period range

**Error Resolution:** The Contribution Line is coded with Contribution Code = blank, 0 (non-member), 1 (current member contributions) or 3 (Earnings adjustment) and Assignment Code = 34, 36 (RWP), 44, 54 (substitute paid hourly/ daily) 45, 55 (part-time), 46, 56 (sabbatical), 47, 57 (contract) or 58 (part-time community college) and the Earnings are excessive for the service period range.

Excess Earnings have been detected either on this line or a combination of this line and previously reported lines for the same or a portion of the service period range. Excessive Earnings have been detected since the cumulative service credit exceeds what is allowed for the service period range. Cumulative service credit has exceeded 0.1 multiplied by the number of Report Periods represented for the service period range.



Verify the accuracy of the Pay Rate(s)/ Pay Code(s) reported. If invalid, supply the appropriate values by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If the Contribution Line is valid and any previously reported line(s) are incorrect for the service period range that is causing this error, submit adjustments/ reversals to correct any prior lines or contact CalSTRS for assistance. You must also indicate you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

If the Contribution Line is valid and all previously reported lines are correct for the service period range, you must indicate you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

NOTE: Service credit is calculated by dividing Earnings by Pay Rate by Pay Code factor:

- 0 (annual) = Earnings / Pay Rate
- 1 (12 month) = Earnings / Pay Rate / 12 (Pay Code factor)
- 2 (11 month) = Earnings / Pay Rate / 11 (Pay Code factor)
- 3 (10 month) = Earnings / Pay Rate / 10 (Pay Code factor)
- 7 (13 payments) = Earnings / Pay Rate / 13 (Pay Code factor)
- 4 (Hourly) = Earnings / Pay Rate / 1050 (Pay Code factor)
- 8 (Daily) = Earnings / Pay Rate / 175 (Pay Code factor)

NOTE: Pay Codes 4 and 8 should only be used to report member earnings prior to July 1, 1996.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee’s CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee’s CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if error MO-B064, MO-B057, MO-B058, MO-B059 or MO-B093 is present.

This business rule is not applied if the Service Period Begin and Service Period End occur subsequent to July 1, 2002.

**Field(s) and Record Position(s):** Earnings (46-52)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Partial

**Employer Approvable Error:** Yes

**Error ID:** MO-B067

**Error Description:** Pay Rate adj alters earned to earnable ratio for the service period range

**Error Resolution:** The Contribution Line is coded with Contribution Code = 5 (Retroactive Pay Rate adjustment), Assignment Code is not equal to 34 or 36 (RWP) and the Earnings does not retain the same service credit earned to earnable ratio based on a service credit calculation for the service period range. This adjustment will result in a change of service credit of +/- 0.0014.

Verify the accuracy of the adjustment. If invalid, supply the appropriate values so that the service credit calculated is not excessive/ insufficient. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If the Contribution Line is valid and any previously reported line(s) are incorrect for the service period range that is causing this error, submit adjustments/ reversals to correct any prior lines or contact CalSTRS for assistance. You must also indicate you have reviewed this business rule error and determined the service is valid by clicking the "Employer Approved" check box next to this business rule error in SEW.

If the Contribution Line is valid and all previously reported lines are correct for the service period range, you must indicate you have reviewed this business rule error and determined the service is valid by clicking the "Employer Approved" check box next to this business rule error in SEW.

NOTE: Service credit is calculated by dividing Earnings by Pay Rate by Pay Code factor:

- 0 (annual) = Earnings / Pay Rate
- 1 (12 month) = Earnings / Pay Rate / 12 (Pay Code factor)
- 2 (11 month) = Earnings / Pay Rate / 11 (Pay Code factor)
- 3 (10 month) = Earnings / Pay Rate / 10 (Pay Code factor)
- 7 (13 payments) = Earnings / Pay Rate / 13 (Pay Code factor)
- 4 (Hourly) = Earnings / Pay Rate / 1050 (Pay Code factor)
- 8 (Daily) = Earnings / Pay Rate / 175 (Pay Code factor)

NOTE: Pay Codes 4 and 8 should only be used to report member earnings prior to July 1, 1996.

NOTE: A service credit discrepancy is determined as follows:

- Old service credit (prior to adjustment) = sum of Earnings on all lines targeted for adjustment divided by Pay Rate divided by Pay Code factor
- New service credit (subsequent to adjustment) = sum of Earnings on all lines targeted for adjustment and the adjustment line's Earnings divided by Pay Rate from adjustment line divided by Pay Code factor
- Error if the difference between the old service credit and the new service credit exceeds +/- 0.0014

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

Lines targeted for adjustment are found as follows:

- Earnings cannot be negative on BOTH the adjustment line and the line(s) you are attempting to adjust.
- If adjusting one previously reported line, the Service Period Begin and Service Period End must match the adjustment line. If adjusting multiple previously reported lines, the service period range of all lines must fall within the adjustment line's service period range and one or more of those prior lines must match the Service Period Begin and one or more of those prior lines must match the Service Period End on the adjustment line.
- Non RWP (Assignment Code is not 34 or 36) Contribution Code 5 adjustments must match previously reported service with the same Tax-ID, Source Code, Member Code, Assignment Code, Pay Code and the Contribution Code on the previously reported service must = blank, 0, 1 or 3.

If multiple target lines are found as defined by the criteria above, only target lines with identical Pay Rates are used to determine if the retroactive Pay Rate adjustment alters service credit by +/- .0014. If it is determined that the lines with identical Pay Rates will alter service credit then all target lines are used to determine if the retroactive Pay Rate adjustment alters service credit.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee's CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee's CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if error MO-B057, MO-B058, MO-B059 or MO-B093 is present.

**Field(s) and Record Position(s):** Earnings 46-52

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** Yes

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**Error ID:** MO-B068

**Error Description:** RWP Pay Rate adj (CC 5) alters earned to earnable ratio for svc per range

**Error Resolution:** The Contribution Line is coded with Contribution Code = 5 (Retroactive Pay Rate adjustment), Assignment Code is equal to 34 or 36 (RWP) and the Earnings does not retain the same service credit earned to earnable ratio based on a service credit calculation for the service period range. This adjustment will result in a change of service credit of +/- 0.001.

Verify the accuracy of the adjustment. If invalid, supply the appropriate values so that the service credit calculated is not excessive/ insufficient. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

NOTE: Service credit is calculated by dividing Earnings by Pay Rate by Pay Code factor:

- 0 (annual) = Earnings / Pay Rate

- 1 (12 month) = Earnings / Pay Rate / 12 (Pay Code factor)
- 2 (11 month) = Earnings / Pay Rate / 11 (Pay Code factor)
- 3 (10 month) = Earnings / Pay Rate / 10 (Pay Code factor)
- 7 (13 payments) = Earnings / Pay Rate / 13 (Pay Code factor)
- 4 (Hourly) = Earnings / Pay Rate / 1050 (Pay Code factor)
- 8 (Daily) = Earnings / Pay Rate / 175 (Pay Code factor)

NOTE: Pay Codes 4 and 8 should only be used to report member earnings prior to July 1, 1996.

NOTE: A service credit discrepancy is determined as follows:

- Old service credit (prior to adjustment) = sum of Earnings on all lines targeted for adjustment divided by Pay Rate divided by Pay Code factor
  - If targeting multiple lines for adjustment, only lines with the same Pay Rate and Pay Code can be summed and calculated otherwise they must be calculated individually
- New service credit (subsequent to adjustment)
  - For adjustment lines where the Earnings are positive:
    - Calculate the new Earnings by adding all Earnings from the lines targeted for adjustment and the adjustment line's earnings.
    - Calculate the new Pay Rate by dividing the adjustment lines pay rate by the number of report periods being adjusted. Then add the Pay Rate from one of the lines targeted for adjustment.
    - Calculate the new service credit by dividing the new Earnings by the new Pay Rate divided by the Pay Code factor.
      - If adjusting multiple lines with different Pay Codes, use the latest line's Pay Code when calculating new service credit
  - For adjustment lines where the Earnings are negative:
    - Calculate the new Earnings by adding all Earnings from the lines targeted for adjustment and the adjustment line's earnings.
    - Calculate the new Pay Rate by dividing the adjustment lines pay rate by the number of report periods being adjusted. Then subtract the value determined in the previous sentence from the Pay Rate of one of the lines targeted for adjustment.
    - Calculate the new service credit by dividing the new Earnings by the new Pay Rate divided by the Pay Code factor.
      - If adjusting multiple lines with different Pay Codes, use the latest line's Pay Code when calculating new service credit
- Error if the difference between the old service credit and the new service credit exceeds +/- 0.001

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

Lines targeted for adjustment are found as follows:

- Earnings cannot be negative on BOTH the adjustment line and the line(s) you are attempting to adjust.
- If adjusting one previously reported line, the Service Period Begin and Service Period End must match the adjustment line. If adjusting multiple previously reported lines, the service period range of all lines must fall within the adjustment line's service period range and one or more of those prior lines must match the Service Period Begin and one or more of those prior lines must match the Service Period End on the adjustment line.
- RWP (Assignment Code = 34 or 36) Contribution Code 5 adjustments must match previously reported service with the same Tax-ID, Source Code, Member Code, Assignment Code and Contribution Code must = blank, 0, 1 or 3.

**Exclusions:** This business rule is not applied if error MO-B057, MO-B058, MO-B059 or MO-B093 is present.

**Field(s) and Record Position(s):** Earnings (46-52)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B070

**Error Description:** Contribution Rate required

**Error Resolution:** The Contribution Line is coded with Member Code = 1 and Source Code 59 or the service period is prior to July 1, 1972 and the Contribution Rate is zero.

Review your records and supply the appropriate values by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B057, MO-B058, MO-B059 or MO-B093 is present.

**Field(s) and Record Position(s):** Member Contribution Rate (Post-Tax) (53-56), Member Contribution Rate (Pre-Tax) (91-94)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B072

**Error Description:** Invalid Contribution Code

**Error Resolution:** The Contribution Line is coded with a Contribution Code other than blank, 0, 1, 2, 3, 5, 6, 9.

Creditable service has been reported with an invalid CalSTRS Contribution Code. Review your records to determine the correct Contribution Code to use based on the Earnings that are being reported. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

Valid Contribution Codes:

0 or blank = Used for reporting non-members

1 = Member current month detail

2 = Adjustment of previously omitted or incorrect contributions

3 = Adjustment (+ or -) of previously reported Earnings (affects service credit)

4 = Receivable: payroll deduction for CalSTRS payment

5 = Retroactive pay rate adjustment of previously reported service (does not generate service credit)

6 = Special compensation

9 = Non-creditable service (e.g., overtime, summer, intersession service prior to 07/01/2002)

NOTE: When adjusting incorrect retroactive pay rate adjustments (Contribution Code 5), special compensation/lump-sum payments (Contribution Code 6), or contributions due only (Contribution Code 2) use the previously reported Contribution Codes for the adjustment to ensure no service credit inadvertently gets deducted.

NOTE: A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 5, 6, or 9.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Contribution Code (57)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B073

**Error Description:** Summer school/ intersession must be reported with Contribution Code 9

**Error Resolution:** The Contribution Line is coded with Assignment Code 49 (Intersession service – year round school) or 59 (Summer service – conventional school) and Contribution Code is NOT 9 (Non-creditable service).

Please verify that the service is summer school or intersession and report with appropriate Contribution Code by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW. Assignment Code 49, 59 and Contribution Code 9 are not valid for service performed subsequent to 6/30/2002.

NOTE: A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 5, 6, or 9.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B021, MO-B057, MO-B058, MO-B059, MO-B093 or MO-B098 is present or the Service Period Begin or Service Period End occurs subsequent to 06/30/2002.

This business rule is not applied if the entire service period is subsequent to when the employee's CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee's CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

**Field(s) and Record Position(s):** Assignment Code (35-36), Contribution Code (57), Service Period Begin (64-71), Service Period End (72-79)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

-----  
**Error ID:** MO-B074

**Error Description:** Overtime with no full-time service

**Error Resolution:** The Contribution Line does NOT have Assignment Code 46 (sabbatical leave YRS), 49 (summer school YRS), 56 (sabbatical nonYRS), 59 (summer school non YRS), the Contribution Code = 9 (overtime), the service period occurs prior to 7/1/2002 and there is no full-time service for the service period range.

Full time service for the service period range is determined as follows:

- Service with Assignment Code = 37 (elected official), 47 or 57 (contract service), Pay Code = 1 (12-month), 2 (11-month), 3 (10-month) or 7 (13 payments) and Earnings = Pay Rate \* number of report periods in the service period range. There is a tolerance of \$1.00 on the Earnings calculation.



OR

- Service with Assignment Code 34, 35 or 36 (RWP)

OR

- Service with Assignment Code = 47 or 57 (contract service), Pay Code = 0 (annual) and service credit equals one of the following:
  - .1000 \* number of report periods in the service period range
  - .0909 \* number of report periods in the service period range
  - .0833 \* number of report periods in the service period range
  - .0769 \* number of report periods in the service period range
  - .0714 \* number of report periods in the service period range

Verify the accuracy of overtime service. If invalid, supply other appropriate values by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If the Contribution Line is valid and any previously reported line(s) are incorrect causing this error, submit adjustments/ reversals to correct any prior lines or contact CalSTRS for assistance. You must also indicate you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

If the Contribution Line is valid and full-time service exists for the service period range, you must indicate you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee’s CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee’s CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if error MO-B057, MO-B058, MO-B059, MO-B093 or MO-B100 is present.

**Field(s) and Record Position(s):** Contribution Code (57)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Partial

**Employer Approvable Error:** Yes

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**Error ID:** MO-B078



**Error Description:** Contributions are excessive for creditable Earnings

**Error Resolution:** The Member Contribution Amount reported on the Contribution Line is excessive by more than a dollar (\$1.00).

For Reduced Workload Program (RWP) service, the Member Contribution Amount is calculated by multiplying the Pay Rate by the valid Member Contribution Rate and rounding to the nearest cent. For all other service, the Member Contribution Amount is calculated by multiplying the Earnings by the valid Member Contribution Rate and rounding to the nearest cent.

Review your records and ensure the Contribution Line has been reported correctly and the proper rate was used in your calculations. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

**NOTE:** Decimals and negative signs are allowed if these fields are changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

**NOTE:** A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 5, 6, or 9.

**NOTE:** Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the Contribution Line is non-creditable (does not generate service credit).

This business rule is not applied if a refund has been processed for the CalSTRS account and the entire service period is prior to or equal to the refund date.

This business rule is not applied if a death cash out has been processed for the CalSTRS account and the entire service period is prior to or equal to the death cash out date.

This business rule is not applied if error MO-B057, MO-B058, MO-B059 or MO-B093 is present.

**Field(s) and Record Position(s):** Member Contribution Amount (Post-Tax) (58-63), Member Contribution Amount (Pre-Tax) (95-100)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B079

**Error Description:** Contributions are insufficient for creditable Earnings

**Error Resolution:** The Member Contribution Amount reported on the Contribution Line is insufficient by more than a dollar (\$1.00).

For Reduced Workload Program (RWP) service, the Member Contribution Amount is calculated by multiplying the Pay Rate by the valid Member Contribution Rate and rounding to the nearest cent. For all other service, the Member Contribution Amount is calculated by multiplying the Earnings by the valid Member Contribution Rate and rounding to the nearest cent.

Review your records and ensure the Contribution Line has been reported correctly and the proper rate was used in your calculations. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

**NOTE:** Decimals and negative signs are allowed if these fields are changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

**NOTE:** A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 5, 6, or 9.

**NOTE:** Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the Contribution Line is non-creditable (does not generate service credit).

This business rule is not applied if a refund has been processed for the CalSTRS account and the entire service period is prior to or equal to the refund date.

This business rule is not applied if a death cash out has been processed for the CalSTRS account and the entire service period is prior to or equal to the death cash out date.

This business rule is not applied if error MO-B057, MO-B058, MO-B059 or MO-B093 is present.

**Field(s) and Record Position(s):** Member Contribution Amount (Post-Tax) (58-63), Member Contribution Amount (Pre-Tax) (95-100)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B080

**Error Description:** Non-member/ overtime/ summer school/ intersession reported with contributions

**Error Resolution:** The Contribution Line has a Member Contribution Amount that is NOT zero and is coded with Member Code 2 (non-member service) OR the Contribution Line has Assignment Code 49 (Intersession service – year round school) or 59 (summer service – conventional school) or Contribution Code is 9 (non-creditable service).

Non member, overtime, summer school and intersession are assignments that are to be reported to CalSTRS without contributions. Please verify that you have coded the Contribution Line correctly. If the Contribution Line is in fact a non-member line (Member Code = 2), overtime, summer school or intersession, please remove the contributions before reporting to CalSTRS. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 5, 6, or 9.

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B057, MO-B058, MO-B059, MO-B093 or MO-B098 is present.

**Field(s) and Record Position(s):** Member Code (34), Assignment Code (35-36), Contribution Code (57), Member Contribution Amount (Post-Tax) (58-63), Member Contribution Amount (Pre-Tax) (95-100)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B081

**Error Description:** MC (Post-Tax) or EPMC (Pre-Tax) contribution amount inappropriately reported

**Error Resolution:** The Contribution Line has a Member Contribution Amount reported either pre-tax or post-tax that is invalid based on the Employer Paid Member Contribution resolution date for the Unit Code.

Review your records. If invalid, supply the appropriate values in the correct field based on your EPMC resolution by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW. If valid, CalSTRS does not have the proper EPMC resolution information. Please contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B057, MO-B058, MO-B059 or MO-B093 is present.

**Field(s) and Record Position(s):** Member Contribution Amount (Post-Tax) (58-63), Member Contribution Amount (Pre-Tax) (95-100)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B082

**Error Description:** Earnings amount in excess of the IRC 401(A)(17) limit

**Error Resolution:** This Contribution Line causes the cumulative Earnings (non RWP) or Pay Rates (RWP) for the CalSTRS account for the reported Fiscal Year through the service period of this line to exceed the IRC 401(A)(17) limit.

Verify your records and determine if the Pay Rate amounts (RWP) or Earning amounts (non RWP) are appropriate. If invalid, supply the appropriate values by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW. If the amounts are valid and previously reported line(s) are incorrect, submit adjustments/ reversals to correct any prior lines or contact CalSTRS for assistance.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Earnings (46-52), Pay Rate (37-44)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Partial

**Employer Approvable Error:** Yes

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**Error ID:** MO-B085

**Error Description:** Service period invalid based on Contribution Code

**Error Resolution:** The Contribution Line is coded with Contribution Code blank, 0 or 1 and the Service Period Begin is prior to the Report Period indicated on the file.

Use the following rules for reporting accurate service periods and Contribution Codes:

- For Contribution Code blank and 0: Member Code = 2 (non-member service) and Service Period Begin occurs during the Report Period indicated on the file (see exclusion for this rule).
- For Contribution Code 1: Member Code = 1 (member service) and Service Period Begin occurs during the Report Period indicated on the file (see exclusion for exception to this rule).
- For Contribution Code 3: Member Code = 1 or 2 (member or non-member service) and Service Period Begin occurs prior to the Report Period indicated on the file. Contribution Code 3 is used for reporting missing service from a prior Report Period or an adjustment of previously reported Earnings.

Please verify the service period and Contribution Code and report the appropriate Contribution Code for the service period by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** Contribution Code blank, 0 or 1 is allowed if the Report Source is using a standard reporting schedule, the Report Period indicated on the file is NOT 01 (July), the Service Period Begin is in the preceding Report Period, the Service Period End is in the current Report Period and the day indicated on the Service Period End cannot be numerically equal to or higher than the day indicated on the Service Period Begin (e.g., for Report Period 2 (August) the Service Period Begin can be 7/15 and the Service Period End can be in August but not exceed 14<sup>th</sup> (8/14)).

This business rule is not applied to Supplemental Reports (F496) for the current Fiscal Year.

This business rule is not applied if the entire service period is subsequent to when the employee's CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee's CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Contribution Code (57), Service Period Begin (64-71), Service Period End (72-79)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B086

**Error Description:** Service period crosses fiscal years

**Error Resolution:** The Contribution Line has a Service Period Begin that occurs prior to July 1 and a Service Period End that occurs subsequent to June 30.

Service is being reported as crossing fiscal years, going beyond the date of 6/30 of the Fiscal Year that the service is being reported for. Review your records and make the necessary correction so the Service Period Begin and Service Period End are within the same Fiscal Year. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If the Earnings truly span fiscal years (e.g. a retroactive pay rate adjustment where Earnings cover more than 12 months), the Earnings must be separated and reported with the appropriate amounts covering each of the fiscal years affected.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Service Period Begin (64-71), Service Period End (72-79)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B087

**Error Description:** Service period must reflect prior dates for Contribution Code 3

**Error Resolution:** The Contribution Line is coded with Contribution Code 3 (adjustment) and the Service Period Begin Date is not prior to the Report Period begin date.

Supply an appropriate service period and/ or Contribution Code by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied to supplemental F496 files.

This business rule is not applied if another line on the file has a matching Tax-ID, Report Source, Member Code, Pay Rate, Pay Code, Assignment Code and service period with Contribution Code 1.

This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Service Period Begin (64-71), Service Period End (72-79), Contribution Code (57)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

**Error ID:** MO-B088

**Error Description:** Service Period Begin must be May, June, July or August for Assignment Code 59

**Error Resolution:** The Contribution Line has a Service Period Begin that does not reflect May, June, July, or August and Assignment Code 59 (summer service – conventional school).

Assignment Code 59 indicates Summer School (conventional school). These assignments typically have a Service Period Begin date in May, June, July or August. Please verify service period and assignment and make necessary changes by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW. If the service period was for intersession service at a year-round school, use assignment code 49.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B021, MO-B093, MO-B098 or MO-B100 is present.

This business rule is only applied if Service Period Begin and Service Period End occur prior to 07/01/2002. Summer school Assignment Code 59 (conventional school) and Intersession service Assignment Code 49 (YRS) is invalid for service reported with service periods subsequent to 06/30/2002 per AB2700.

**Field(s) and Record Position(s):** Assignment Code (35-36), Service Period Begin (64-71)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No



**Error ID:** MO-B089

**Error Description:** Service Period End must be May, June, July, August or September for Assignment Code 59

**Error Resolution:** The Contribution Line has a Service Period End that does not reflect May, June, July, August or September and Assignment Code 59 (summer service – conventional school).

Assignment Code 59 indicates Summer School (conventional school). These assignments typically have a Service Period End date in May, June, July, August or September. Please verify service period and assignment and make necessary changes by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW. If the service period was for Intersession service at a year-round school, use assignment code 49.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B021, MO-B093, MO-B098 or MO-B100 is present.

This business rule is only applied if Service Period Begin and Service Period End occur prior to 07/01/2002. Summer school Assignment Code 59 (conventional school) and Intersession service Assignment Code 49 (YRS) is invalid for service reported with service periods subsequent to 06/30/2002 per AB2700.

**Field(s) and Record Position(s):** Assignment Code (35-36), Service Period End (72-79)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

**Error ID:** MO-B090

**Error Description:** Future service period

**Error Resolution:** For Monthly F496, the Contribution Line has a Service Period End that exceeds the Report Period ending date for this F496 (e.g., Service Period End of 04/30 is reported for a March (Report Period 09) file. Report Period 09 has an ending date of 03/31) (see exclusion for exception to this rule). For Supplemental F496, the Contribution Line has a Service Period End that exceeds the system date for file being uploaded.

Review your records and report accurate service period dates by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW. If the Earnings are anticipated to be earned in the future, submit the information once the Earnings are actually earned by the employee.



If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the future service period is within the current Fiscal Year, the Assignment Code is 34 or 36 and the Contribution Code is 2.

This business rule is not applied if the following criteria are met:

- The Report Source is using the Standard Reporting Schedule, and
- The file is for Report Period 11 or lower, and
- The line's service period begins in the month of the file's Report Period, and
- The line's service period ends in the month following the file's Report Period, and
- The line's service period begin date is numerically higher than the line's service period end date

Example: Service Period Begin = 3/03/08 and Service Period End = 4/02/08 (or earlier) will not create MO-B090

Example: Service Period Begin = 3/03/08 and Service Period End = 4/03/08 (or later) will create MO-B090

This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Service Period Begin (64-71), Service Period End (72-79), Report Period (87-88)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B092

**Error Description:** Service period invalid based on Report Unit effective dates

**Error Resolution:** The Contribution Line has a Service Period Begin or End that is not within the Unit Code effective dates.

Verify the service period and Unit Code. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW. If necessary submit the appropriate checklist or EPMC Error Resolution for the Unit Code to your CalSTRS county representative.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Service Period Begin (64-71), Service Period End (72-79), Unit Code (84-86)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B093

**Error Description:** Service period Fiscal Year not on database

**Error Resolution:** The Contribution Line has a service period prior to Fiscal Year 1988/1989.

Determine validity of the Contribution Line. If invalid, supply the appropriate values by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW. If valid, notify CalSTRS and submit the line.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** None

**Field(s) and Record Position(s):** Service Period Begin (64-71), Service Period End (72-79)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

-----  
**Error ID:** MO-B094

**Error Description:** Assignment Code invalid for member service

**Error Resolution:** The Contribution Line is coded as a member line (Member Code = 1) and an Assignment Code 61 (post-retirement employment for those on CalSTRS retirement or disability), 62 (exchange / sojourn), 63 (post-retirement employment exempt from earning limit prior to 07/1/1996) or 64 (teacher assistant).

Review your records. If the service should be non-member, please change the Member Code to a 2 and remove contributions. If the service should be member, report with the appropriate

Assignment Code. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

Valid Assignment Codes for member service:

- 34 = Reduced Workload Program/Community College districts
- 35 = Early Retirement Incentive Program
- 36 = Reduced Workload Program (RWP for K-12 and Community College districts)
- 37 = Elected Officer of an Employee Union
- 46 = Employee on sabbatical leave: year round school
- 56 = Employee on sabbatical leave: conventional school
- 44 = Hourly/Daily Substitutes in year round school (YRS)
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Monthly pay rate)
- 45 = Part-time employee (non-sub) or additional duties: year round school (K-12)
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Monthly pay rate)
- 47 = FT or PT contract employee: year round school
- 49 = Intersession service in year round school (non-creditable), valid through 06/30/2002
- 54 = Hourly/Daily substitutes in conventional school
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Annual pay rate)
- 55 = Part-time employee (non-sub) or additional duties: conventional (K-12) school
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Annual pay rate)
- 57 = Full-time or part-time contract employee: conventional school
- 58 = Member/non-member part-time in Community College (non-sub)
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Annual pay rate)
- 59 = Summer service in conventional school (non-creditable), valid through 06/30/2002
- 71 = DBS Only: Limited term enhancement, valid from 07/1/2002 – present

NOTE: A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 5, 6, or 9.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Member Code (34), Assignment Code (35-36)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

**Error ID:** MO-B097**Error Description:** Service reported for a closed account**Error Resolution:** Member/non-member service has been reported for an employee whose CalSTRS account has closed. Contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com for instructions.**Exclusions:** This business rule is not applied if error MO-B093 is present.**Field(s) and Record Position(s):** Employee Social Security Number (5-13)**Line Type Code:** L – Contribution Line**Payroll System Compatible:** No**Employer Approvable Error:** No

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**Error ID:** MO-B098**Error Description:** Assignment Codes 49/ 59 invalid for service period 07/01/2002 or later**Error Resolution:** The Contribution Line is coded with Assignment Code 49 (Intersession service – year round school) or 59 (Summer service – conventional school) and a portion of the Service Period Begin through Service Period End occurs 7/01/2002 or later.

Summer School/Intersession Assignment Codes are no longer valid for reporting for service periods 07/01/02 or later. Please report with the appropriate Assignment Code. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

Valid Assignment Codes for service later that 07/01/2002:

- 44 = Hourly/Daily Substitutes in year round school (YRS)
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Monthly pay rate)
- 45 = Part-time employee (non-sub) or additional duties: year round school (K-12)
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Monthly pay rate)
- 54 = Hourly/Daily substitutes in conventional school
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Annual pay rate)
- 55 = Part-time employee (non-sub) or additional duties: conventional (K-12) school
  - If non-member: report hourly/daily pay rate
  - If member: report full time equivalent (Annual pay rate)

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B021 or MO-B093 is present.

**Field(s) and Record Position(s):** Assignment Code (35-36), Service Period Begin (64-71),  
Service Period End (72-79)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B099

**Error Description:** Assignment Code 71 invalid for service period earlier than 07/01/2002

**Error Resolution:** The Contribution Line is coded with Assignment Code 71 (special compensation creditable to DBS only) and a portion of the Service Period Begin through Service Period End is prior to 07/01/2002.

Assignment code 71 used for special compensation creditable to DBS only and invalid for service period earlier than 07/01/02. Please review your records and report with the appropriate Assignment Code by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B021 or MO-B093 is present.

**Field(s) and Record Position(s):** Assignment Code (35-36), Service Period Begin (64-71),  
Service Period End (72-79)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

-----  
**Error ID:** MO-B100

**Error Description:** Contribution Code 9 invalid for service period 07/01/2002 or later

**Error Resolution:** The Contribution Line is coded with Contribution Code 9 (non-creditable service) and a portion of the Service Period Begin through Service Period End occurs 07/01/2002 or later.

Contribution Code 9 indicates non-creditable service and is invalid for service period 07/01/02 or later. Please verify that the service period is correct. If not, adjust the service period. If the service periods are correct, please report the appropriate Contribution Code. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

Valid Contribution Codes for service later than 07/01/2002:

0 or blank = Used for reporting non-members

1 = Member current month detail

2 = Adjustment of previously omitted or incorrect contributions

3 = Adjustment (+ or -) of previously reported Earnings (affects service credit)

5 = Retroactive pay rate adjustment of previously reported service (does not generate service credit)

6 = Special compensation

NOTE: A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 5, 6, or 9.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B072 or MO-B093 is present.

**Field(s) and Record Position(s):** Contribution Code (57), Service Period Begin (64-71), Service Period End (72-79)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B101

**Error Description:** Assignment Code 71 must be reported with Contribution Code 6

**Error Resolution:** The Contribution Line is coded with Assignment Code 71 (special compensation creditable to DBS only) and a Contribution Code that is NOT 6 (special compensation).

Assignment Code 71 is used for special compensation creditable to DBS only and must be reported with its corresponding Contribution Code 6. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B021 or MO-B093 is present.

**Field(s) and Record Position(s):** Assignment Code (35-36), Contribution Code (57)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B102

**Error Description:** Assignment Code 35 invalid for new ERIP participants after 06/30/2000

**Error Resolution:** The Contribution Line is coded with Assignment Code 35 (ERIP), the service period occurs subsequent to 6/30/2000 and the employee was not an ERIP participant in Fiscal Year 1999/2000.

Verify Assignment Code and the service period. If invalid, supply other appropriate values by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW. If this is valid ERIP service, you must indicate you have reviewed this business rule error and determined the information being reported through SEW is correct by clicking the “Employer Approved” check box next to this business rule error in SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B057, MO-B058, MO-B059 or MO-B093 is present.

**Field(s) and Record Position(s):** Assignment Code (35-36), Service Period Begin (64-71), Service Period End (72-79)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** Yes

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**Error ID:** MO-B103

**Error Description:** Service credit is excessive for the service period range

**Error Resolution:** This Contribution Line has a Service Period subsequent to 6/30/2012, the Report Unit represents a Community College and the cumulative service credit for the reported Service Period and Report Unit for this employee exceeds .200 or the Contribution Line has a Service Period subsequent to 6/30/2012, the Report Unit represents a non Community College and the service credit for the reported Service Period and Report Unit for this employee exceeds .150.



Verify the accuracy of the Pay Rate(s)/ Pay Code(s) reported. If invalid, supply the appropriate values by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If the Contribution Line is valid and any previously reported line(s) are incorrect for the Fiscal Year reported that is causing this error, submit adjustments/ reversals to correct any prior lines or contact CalSTRS for assistance. You must also indicate you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

If the Contribution Line is valid and the previously reported lines for the Fiscal Year reported are correct, you must indicate you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

NOTE: Service credit is calculated by dividing Earnings by Pay Rate by Pay Code factor:

- 0 (annual) = Earnings / Pay Rate
- 1 (12 month) = Earnings / Pay Rate / 12 (Pay Code factor)
- 2 (11 month) = Earnings / Pay Rate / 11 (Pay Code factor)
- 3 (10 month) = Earnings / Pay Rate / 10 (Pay Code factor)
- 7 (13 payments) = Earnings / Pay Rate / 13 (Pay Code factor)
- 4 (Hourly) = Earnings / Pay Rate / 1050 (Pay Code factor)
- 8 (Daily) = Earnings / Pay Rate / 175 (Pay Code factor)

NOTE: Pay Codes 4 and 8 should only be used to report member earnings prior to July 1, 1996.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if the entire service period is subsequent to when the employee’s CalSTRS account became retired/ disabled and prior to any reinstatement (i.e., Member Code = 1 or 2, and either Assignment Code = 44, 54, 45, 55, 47, 57, 58, 49, 59, 61, or Assignment Code = 63 and Service Period Begin is subsequent to 6/30/1996, and the employee’s CalSTRS account status effective during the service period is = SRPRE72, DRPRE72, SR, DA or DR and not member at any time during the service period).

This business rule is not applied if error MO-B057, MO-B058, MO-B059 or MO-B093 is present.

This business rule is not applied if the Fiscal Year is prior to 7/1/2012.

**Field(s) and Record Position(s):** Earnings (46-52)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Partial

**Employer Approvable Error:** Yes

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**Error ID:** MO-B107



**Error Description:** Fiscal Year special compensation total is negative

**Error Resolution:** The Contribution Line is coded with Contribution Code 6 (special compensation) and the sum of all special compensation line Earnings or contributions for this account for the service period Fiscal Year is negative.

Determine the validity of special compensation and supply the appropriate values by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied to Contribution Lines with Assignment Code 71 (special compensation creditable to DBS only).

Contribution Lines with Assignment Code 71 (special compensation creditable to DBS only) are not used in the calculation to sum Earnings and contribution totals for the Fiscal Year.

This business rule is not applied if error MO-B057, MO-B058, MO-B059 or MO-B093 is present.

**Field(s) and Record Position(s):** Earnings (46-52), Member Contribution Amount (Post-Tax) (58-63), Member Contribution Amount (Pre-Tax) (95-100)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B108

**Error Description:** Tax-ID has been merged

**Error Resolution:** The Employee Social Security Number on this Contribution Line matches an account in CalSTRS system that has been merged with an account that has a verified Employee Social Security Number.

Verify the Employee Social Security Number and change if inaccurate by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If this is a valid Employee Social Security Number use the MR87 process or REAP to establish an account. Using MR87 or REAP, submit transaction code 11 to setup up a mandatory DB member account, 81 to setup a permissive elected DB member account, or 02 to setup up a DB non-member account.

If an incomplete account exists you must setup a permanent account by using the MR87 process or REAP to establish an effective date for the account.

NOTE: An incomplete account is identified in CalSTRS system as a temporary account.

NOTE: Gender and birth date are required when establishing a Defined Benefit (DB) account.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied if error MO-B093 is present.

**Field(s) and Record Position(s):** Employee Social Security Number (5-13)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** No

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**Error ID:** MO-B109

**Error Description:** Special compensation is excessive for service period Fiscal Year

**Error Resolution:** The Contribution Line is coded with Contribution Code 6 (special compensation) and the sum of all special compensation line Earnings for this account for the service period Fiscal Year exceeds \$15,000.

Determine the validity of special compensation. If invalid, report as an additional assignment and Contribution Code 1 or 3 using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If the Contribution Line is valid and any previously reported line(s) are incorrect for the Fiscal Year reported that is causing this error, submit adjustments/ reversals to correct any prior lines or contact CalSTRS for assistance. You must also indicate you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

If the Contribution Line is valid and the previously reported lines for the Fiscal Year reported are correct, you must indicate you have reviewed this business rule error and determined the service is valid by clicking the “Employer Approved” check box next to this business rule error in SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Additional Contribution Lines may exist in CalSTRS system that have this business rule error for this employee. Please review your records and contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com) for instructions on how to resolve errors.

**Exclusions:** This business rule is not applied to Contribution Lines with Assignment Code 71 (special compensation creditable to DBS only).

Contribution Lines with Assignment Code 71 (special compensation creditable to DBS only) are not used in the calculation to sum the Earnings total for the Fiscal Year.

This business rule is not applied if the Fiscal Year is prior to 2002/2003.

This business rule is not applied if error MO-B057, MO-B058, MO-B059 or MO-B093 is present.

**Field(s) and Record Position(s):** Earnings (46-52)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** No

**Employer Approvable Error:** Yes

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**Error ID:** MO-B110

**Error Description:** Classification Code and Base Hours required for an AB1586 eligible account

**Error Resolution:** The Contribution Line is coded with the attributes below and the Base Hours and Classification Code are blank

- Assignment Code = 45 (Part-time employee or additional duties – year round school), 55 (Part-time employee or additional duties – conventional school) or 58 (Part time in Community College)
- Member Code = 1 (Member)
- Contribution Code = Blank (non-member), 0 (non-member), 1 (current member contributions), 2 (adjustment of omitted or incorrect contributions), 3 (adjustment of previously reported earnings) or 5 (retroactive Pay Rate adjustment)
- Service Period is subsequent to 6/30/2009
- Unit Code is defined as a Community College
- Member whose Defined Benefit account has been deemed eligible for AB1586 (AB1586 indicator in CalSTRS system is Y, R, or M) (see below for value definitions).

NOTE: Members were marked as eligible through an analysis of defined benefit accounts for those employed by a community college prior to July 1, 1996 and one or more Contribution Lines, for the 1995/1996 Fiscal Year indicated part-time, member service.

**AB1586 Indicator Valid Values:**

- Y** = **Yes**, the member was determined eligible per the criteria above for the recalculation of benefits per the AB1586 legislation
- R** = **Review** (system set for a DB account in benefit status)
- M** = **Yes**, the member was determined eligible but manual intervention was required (manually set for a DB account in benefit status)
- N** = **No**, although the member was originally determined eligible (Indicator set to “Y”), after further review, was deemed not eligible
- Blank** = **No**, the member was determined NOT eligible for the recalculation of benefits per the AB1586 legislation

Verify your records. If the employee meets the above criteria, supply the appropriate Base Hours and Classification Code. If the employee has been reported incorrectly, supply the appropriate values so that the employee does meet the criteria above. Correct the line by using the online

correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

**Exclusions:** This business rule is not applied if error MO-B021, MO-B057, MO-B058, MO-B059, MO-B072 or MO-B093 is present.

**Field(s) and Record Position(s):** Classification Code (101-102), Base Hours (103-108)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Partial

**Employer Approvable Error:** No

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**Error ID:** MO-B111

**Error Description:** Classification Code and Base Hours must be reported together

**Error Resolution:** The Contribution Line contains a value for Classification Code and Base Hours are blank, or vice versa.

Verify your records. Base Hours and Classification Code must both contain a value. Supply the missing value if this employee meets the AB1586 criteria as specified in business rule MO-B110. If this employee does not meet the AB1586 criteria, the Base Hours or Classification Code fields should be blank or zeros. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

**Exclusions:** This business rule is not applied if error MO-B057, MO-B058, MO-B059 or MO-B093 is present.

**Field(s) and Record Position(s):** Classification Code (101-102), Base Hours (103-108)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B112

**Error Description:** Valid values for Classification Code are 01, 02, 03, 04, and 05

**Error Resolution:** The Contribution Line is coded with an invalid Classification Code.

Verify your records. If the employee does not meet the AB1586 criteria as specified in business rule MO-B110, the Classification Code field should be blank or zeros. If the employee does meet the AB1586 criteria input one of the following Classification Codes:

01 = Lab Instructor  
 02 = Lecturer / General Instructor  
 03 = Adult Education Instructor  
 04 = Librarian  
 05 = Counselor

Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

**Exclusions:** This business rule is not applied if error MO-B057, MO-B058, MO-B059 or MO-B093 is present.

**Field(s) and Record Position(s):** Classification Code (101-102)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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**Error ID:** MO-B113

**Error Description:** Base Hours insufficient for Classification Code, or excessive

**Error Resolution:** The Base Hours must meet the following minimum and maximum hours per Classification Code:

01 Lab Instructor	= 525 to 2080 hours
02 Lecturer / General Instructor	= 525 to 2080 hours
03 Adult Education Instructor	= 875 to 2080 hours
04 Librarian	= 1050 to 2080 hours
05 Counselor	= 1050 to 2080 hours

Verify your records. Supply the appropriate Base Hours for the Classification Code being reported. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

**Exclusions:** This business rule is not applied if error MO-B057, MO-B058, MO-B059, MO-B093 or MO-B111 is present.

**Field(s) and Record Position(s):** Classification Code (101-102), Base Hours (103-108)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

**Employer Approvable Error:** No

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## 4. F496 (Defined Benefit) Contribution File Variance Rules

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**Error ID:** MO-V001

**Error Description:** Calculated Member Contribution Amount does not equal the reported Member Contribution Amount on the Contribution Line

**Error Resolution:** The Member Contribution Amount reported on the Contribution Line is either insufficient or excessive by two cents or more.

For Reduced Workload Program (RWP) service, the Member Contribution Amount is calculated by multiplying the Pay Rate by the valid Member Contribution Rate and rounding to the nearest cent. For all other service, the Member Contribution Amount is calculated by multiplying the Earnings by the valid Member Contribution Rate and rounding to the nearest cent.

Review your records and ensure the Contribution Line has been reported correctly and the proper rate was used in your calculations. If incorrect, make the necessary corrections. If correct, adjust the Member Contribution Amount. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

**NOTE:** Decimals and negative signs are allowed if these fields are changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

**Exclusions:** This variance rule is not applied if Contribution Code 4 is present or the Earnings are non-creditable.

**NOTE:** A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 5, 6, or 9.

**Field(s) and Record Position(s):** Member Contribution Amount (Post-Tax) (58-63), Member Contribution Amount (Pre-Tax) (95-100)

**Line Type Code:** L – Contribution Line

**Payroll System Compatible:** Yes

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**Error ID:** MO-V002

**Error Description:** Calculated Total Employer Contribution Amount does not equal Employer Contributions reported for this page

**Error Resolution:** The Total Employer Contribution Amount reported on the Page Total Line is either insufficient or excessive by more than a dollar.

For Reduced Workload Program (RWP) service, The Total Employer Contribution Amount is calculated by multiplying the Pay Rate by the valid Employer Contribution Rate and rounding to the nearest cent for each Contribution Line. For all other service, the Total Employer Contribution Amount is calculated by multiplying the Earnings by the valid Employer Contribution Rate and rounding to the nearest cent for each Contribution Line. Once calculated, the Total Employer Contribution Amount is summed for each Contribution Line within a page.

Review your records and ensure the Page Total Line has been reported correctly and the proper rate was used in your calculations. If incorrect, make the necessary corrections. If correct, adjust the Total Employer Contribution Amount on the Page Total Line. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This variance rule is not applied if Contribution Code 4 is present or the Earnings are non-creditable.

NOTE: A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 5, 6, or 9.

**Field(s) and Record Position(s):** Total Employer Contribution Amount (59-69)

**Line Type Code:** P – Page Total Line

**Payroll System Compatible:** Yes

---

**Error ID:** MO-V003

**Error Description:** Calculated Total Employer Contribution Amount does not equal Employer Contributions reported for this Unit Code

**Error Resolution:** The Total Employer Contribution Amount reported on the Unit Total Line is either insufficient or excessive by more than a dollar.

For Reduced Workload Program (RWP) service, The Total Employer Contribution Amount is calculated by multiplying the Pay Rate by the valid Employer Contribution Rate and rounding to the nearest cent for each Contribution Line. For all other service, the Total Employer

Contribution Amount is calculated by multiplying the Earnings by the valid Employer Contribution Rate and rounding to the nearest cent for each Contribution Line. Once calculated, the Total Employer Contribution Amount is summed for each Contribution Line within a Unit Code.

Review your records and ensure the District Total Line has been reported correctly and the proper rate was used in your calculations. If incorrect, make the necessary corrections. If correct, adjust the Total Employer Contribution Amount on the District Total Line. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

**NOTE:** Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This variance rule is not applied if Contribution Code 4 is present or the Earnings are non-creditable.

**NOTE:** A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 5, 6, or 9.

**Field(s) and Record Position(s):** Total Employer Contribution Amount (59-69)

**Line Type Code:** D – District Total Line

**Payroll System Compatible:** Yes

-----  
**Error ID:** MO-V004

**Error Description:** Calculated Total Employer Contribution Amount does not equal Employer Contributions reported for this Source Code

**Error Resolution:** The Total Employer Contribution Amount reported on the Source Total Line is either insufficient or excessive by more than a dollar.

For Reduced Workload Program (RWP) service, The Total Employer Contribution Amount is calculated by multiplying the Pay Rate by the valid Employer Contribution Rate and rounding to the nearest cent for each Contribution Line. For all other service, the Total Employer Contribution Amount is calculated by multiplying the Earnings by the valid Employer Contribution Rate and rounding to the nearest cent for each Contribution Line. Once calculated, the Total Employer Contribution Amount is summed for each Contribution Line within a Source Code.

Review your records and ensure the County Total Line has been reported correctly and the proper rate was used in your calculations. If incorrect, make the necessary corrections. If correct, adjust the Total Employer Contribution Amount on the County Total Line. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

**NOTE:** Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.



If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This variance rule is not applied if Contribution Code 4 is present or the Earnings are non-creditable.

NOTE: A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 5, 6, or 9.

**Field(s) and Record Position(s):** Total Employer Contribution Amount (59-69)

**Line Type Code:** C – County Total Line

**Payroll System Compatible:** Yes

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## 5. F496 (Defined Benefit) Contribution File Warnings

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**Error ID :** MO-W001

**Error Description:** Warning – The Line Count does not equal the number of Contribution Lines on this page

**Error Resolution:** The Line Count reported within the Page Total Line does not equal the number of Contribution Lines on this particular page. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This warning is not applied if error MO-I017 or MO-I030 is present

**Field(s) and Record Position(s):** Line Count (5-10)

**Line Type Code:** P – Page Total Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-W002

**Error Description:** Warning – The Line Count does not equal the number of Contribution Lines for this Unit Code

**Error Resolution:** The Line Count reported within the District Total Line does not equal the number of Contribution Lines reported for this particular Unit Code. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This warning is not applied if error MO-I017 or MO-I030 is present

**Field(s) and Record Position(s):** Line Count (5-10)

**Line Type Code:** D – District Total Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-W003

**Error Description:** Warning –Total Earnings does not equal the sum of Total Earnings for all Page Total Lines for this Unit Code

**Error Resolution:** Total Earnings reported within the District Total Line does not equal the sum of Total Earnings for each Page Total Line for this Unit Code. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This warning is not applied if error MO-I017 or MO-I031 is present

**Field(s) and Record Position(s):** Total Earnings (16-27)

**Line Type Code:** D – District Total Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-W004

**Error Description:** Warning – Total Creditable Earnings does not equal the sum of Total Creditable Earnings for all Page Total Lines for this Unit Code

**Error Resolution:** Total Creditable Earnings reported within the District Total Line does not equal the sum of Total Creditable Earnings for each Page Total Line for this Unit Code. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

NOTE: A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 5, 6, or 9.

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This warning is not applied if error MO-I017 or MO-I032 is present

**Field(s) and Record Position(s):** Total Creditable Earnings (28-39)

**Line Type Code:** D – District Total Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-W005

**Error Description:** Warning – The Total Member Contribution Amount (Post-Tax) does not equal the sum of the Total Member Contribution Amounts (Post-Tax) for all Page Total Lines for this Unit Code

**Error Resolution:** The Total Member Contribution Amount (Post-Tax) reported within the District Total Line does not equal the sum of the Total Member Contribution Amount (Post-Tax) for each Page Total Line. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

**Exclusions:** This warning is not applied if error MO-I017 or MO-I035 is present

**Field(s) and Record Position(s):** Total Member Contribution Amount (Post-Tax) (40-50)

**Line Type Code:** D – District Total Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-W006

**Error Description:** Warning – Total Receivables does not equal the sum of Total Receivables for all Page Total Lines for this Unit Code

**Error Resolution:** Total Receivables reported within the District Total Line does not equal the sum of Total Receivables for each Page Total Line. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or [EmployerHelp@CalSTRS.com](mailto:EmployerHelp@CalSTRS.com).

**Exclusions:** This warning is not applied if error MO-I017 or MO-I033 is present

**Field(s) and Record Position(s):** Total Receivables (51-58)

**Line Type Code:** D – District Total Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-W007

**Error Description:** Warning – The Total Employer Contribution Amount does not equal the sum of the Total Employer Contribution Amount for all Page Total Lines for this Unit Code

**Error Resolution:** The Total Employer Contribution Amount reported within the District Total Line does not equal the sum of the Total Employer Contribution Amount for each Page Total Line. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

**NOTE:** Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This warning is not applied if error MO-I017 or MO-I035 is present

**Field(s) and Record Position(s):** Total Employer Contribution Amount (59-69)

**Line Type Code:** D – District Total Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-W008

**Error Description:** Warning – The Total Member Contribution Amount (Pre-Tax) does not equal the sum of the Total Member Contribution Amount (Pre-Tax) for all Page Total Lines for this Unit Code

**Error Resolution:** The Total Member Contribution Amount (Pre-Tax) reported within the District Total Line does not equal the sum of the Total Member Contribution Amount (Pre-Tax) for each Page Total Line. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

**NOTE:** Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This warning is not applied if error MO-I017 or MO-I036 is present

**Field(s) and Record Position(s):** Total Member Contribution Amount (Pre-Tax) (84-94)

**Line Type Code:** D – District Total Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-W009

**Error Description:** Warning – The Line Count does not equal the number of Contribution Lines for this Source Code

**Error Resolution:** The Line Count reported within the County Total Line does not equal the number of Contribution Lines on the entire F496. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This warning is not applied if error MO-I017 is present

**Field(s) and Record Position(s):** Line Count (5-10)

**Line Type Code:** C – County Total Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-W010

**Error Description:** Warning –Total Earnings does not equal the sum of Total Earnings for all District Total Lines for this Source Code

**Error Resolution:** The Total Earnings reported within the County Total Line does not equal the sum of Total Earnings for each District Total Line. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This warning is not applied if error MO-I017 or MO-I031 is present

**Field(s) and Record Position(s):** Total Earnings (16-27)

**Line Type Code:** C – County Total Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-W011

**Error Description:** Warning – Total Creditable Earnings does not equal the sum of Total Creditable Earnings for all District Total Lines for this Source Code

**Error Resolution:** The Total Creditable Earnings reported within the County Total Line does not equal the sum of Total Creditable Earnings for each District Total Line. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

NOTE: A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 5, 6, or 9.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This warning is not applied if error MO-I017 or MO-I032 is present

**Field(s) and Record Position(s):** Total Creditable Earnings (28-39)

**Line Type Code:** C – County Total Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-W012

**Error Description:** Warning – The Total Member Contribution Amount (Post-Tax) does not equal the sum of the Total Member Contribution Amount (Post-Tax) for all District Total Lines for this Source Code

**Error Resolution:** The Total Member Contribution Amount (Post-Tax) reported within the County Total Line does not equal the sum of the Total Member Contribution Amount (Post-Tax) for each District Total Line. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This warning is not applied if error MO-I017 or MO-I033 is present

**Field(s) and Record Position(s):** Total Member Contribution Amount (Post-Tax) (40-50)

**Line Type Code:** C – County Total Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-W013

**Error Description:** Warning –Total Receivables does not equal the sum of Total Receivables for all District Total Lines for this Source Code

**Error Resolution:** Total Receivables reported within the County Total Line does not equal the sum of Total Receivables for each District Total Line. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This warning is not applied if error MO-I017 or MO-I034 is present

**Field(s) and Record Position(s):** Total Receivables (51-58)

**Line Type Code:** C – County Total Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-W014

**Error Description:** Warning – The Total Employer Contribution Amount does not equal the sum of the Total Employer Contribution Amount for all District Total Lines for this Source Code

**Error Resolution:** The Total Employer Contribution Amount reported within the County Total Line does not equal the sum of the Total Employer Contribution Amount for each District Total Line. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This warning is not applied if error MO-I017 or MO-I035 is present

**Field(s) and Record Position(s):** Total Employer Contribution Amount (84-94)

**Line Type Code:** C – County Total Line

**Payroll System Compatible:** Yes

---

**Error ID :** MO-W015

**Error Description:** Warning – The Total Member Contribution Amount (Pre-Tax) does not equal the sum of the Total Member Contribution Amount (Pre-Tax) for all District Total Lines for this Source Code

**Error Resolution:** The Total Member Contribution Amount (Pre-Tax) reported within the County Total Line does not equal the sum of the Total Member Contribution Amount (Pre-Tax) for each District Total Line. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

NOTE: Decimals and negative signs are allowed if this field is changed using the online correction tool within SEW.



If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This warning is not applied if error MO-I017 or MO-I036 is present

**Field(s) and Record Position(s):** Total Member Contribution Amount (Pre-Tax) (84-94)

**Line Type Code:** C – County Total Line

**Payroll System Compatible:** Yes

**Error ID :** MO-W016

**Error Description:** Warning – Either the Total Creditable Earnings, Total Member Contribution Amount (Post-Tax) or Total Member Contribution Amount (Pre-Tax) is greater than zero and the Total Employer Contribution Amount is equal to zero

**Error Resolution:** Determine if the Total Creditable Earnings, Total Member Contribution Amount (Post-Tax) or Total Member Contribution Amount (Pre-Tax) is valid. Remove if invalid or supply the missing Total Employer Contribution Amount. Correct the line by using the online correction feature in the SEW or make the appropriate changes in your payroll system and upload a new file into the SEW.

**NOTE:** Decimals and negative signs are allowed if these fields are changed using the online correction tool within SEW.

**NOTE:** A Contribution Line is non-creditable (does not generate service credit) if Member Code is 2 OR Assignment Code is 49, 71, or 59, OR Contribution Code is 2, 5, 6, or 9.

If you need help correcting this error, contact your County Office of Education for more information or assistance. If you are still unable to resolve the error, contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This warning is not applied if error MO-I017 or MO-I032 or MO-I033 or MO-I035 or MO-I036 is present

**Field(s) and Record Position(s):** Total Creditable Earnings (28-39), Total Member Contribution Amount (Post-Tax) (40-50), Total Member Contribution Amount (Pre-Tax) (84-94)

**Line Type Code:** P – Page Total Line, D – District Total Line, C – County Total Line

**Payroll System Compatible:** Yes

**Error ID :** MO-W017

**Error Description:** A Unit Code that is expected to be on the file is not on the file. The following Unit Codes are missing:

**Error Resolution:** If the file does not contain data for all required Unit Codes, supply the missing Unit Code(s) and relevant contribution information. If you believe you are receiving this message in error contact CalSTRS Employer Help at (877) 277-5778 or EmployerHelp@CalSTRS.com.

**Exclusions:** This warning is not applied if error MO-I017 is present.

**Field(s) and Record Position(s):** Not applicable

**Line Type Code:** L – Contribution Line, P – Page Total Line, D – District Total Line

**Payroll System Compatible:** Partial

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## **6. F496 (Defined Benefit) Rule Categories**

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### **6.1. Introduction**

For external business readiness purposes the business and variance rules that will be added to the Secure Employer Web site for release 3.0, 4.0 and 5.0 were categorized. This document specifies the categories of the Defined Benefit business and variance rules that will be used to drive external business readiness efforts, including communication, education, and error trending.

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### **6.2. Business and Variance Rule Category Determination**

The Defined Benefit business and variance rules were categorized based on logic similarities, employer feedback and the employers' capabilities necessary to prevent or correct business and variance rule errors. These categories were developed to support external business readiness efforts with consideration for internal and external training requirements.

### 6.3. Business and Variance Rule Category Definitions

Category	SEW Release	Definition	Employer Capability Required	Sample Business Rule
1. Valid value error	3	Rudimentary business rules. Rules in this group include verification of required data elements, and valid values for data elements	Check values on contribution lines against lists of valid values (i.e., list of assignment codes) and basic reporting requirements	MO-B033 Pay Rate Required  <i>This error occurs if the pay rate is zero on any contribution line, except for contribution adjustments (cc = 2)</i>
2. Incompatible value error	3	Basic reporting rules. Rules in this group verify that supplied contribution detail line fields are compatible with one another	Evaluate contribution lines based on reporting rules contained in the Creditable Compensation Guide or the F496 Coding Matrix	MO-B046 Special Compensation Must Be Reported With Pay Code 0  <i>This error occurs if the pay code is not '0' for special compensation (contribution code 6)</i>
3. Account maintenance error	3	Rudimentary employee demographic rules. Rules in this group verify that employers have maintained basic employee identity information	Use FastTrack MR87 or REAP to update employee accounts when key events happen (i.e. use TC 50 to update employee name when name changes)	MO-B002 Name Change  <i>This error occurs if the last-name on the line does not match the last-name or prior-last-name on CalSTRS' database</i>

Category	SEW Release	Definition	Employer Capability Required	Sample Business Rule
4. Reporting status error	3	Basic employee reporting status rules. Rules in this category include: verification that employers monitor changes in employee status due to Reduced Workload, Cash Balance election, retirement ,disability, or death	Use FastTrack MR87, Match or Employer Notifications to monitor changes in employee status. Make appropriate changes to employer reporting systems.(i.e. use MR87 Query to check status monthly)	MO-B017 Member Service Subsequent To Retirement/Disability  <i>This error occurs if member contribution line (member code = 1) is reported for a service period when the account is in retirement or disability status</i>
5. Member status error	3	Member reporting status rules. Rules in this category include verification that employers monitor Defined Benefit permissive election or mandatory qualification for their employees	Use FastTrack MR87, Match or Employer Notifications to monitor changes in employee status. Make appropriate changes to employer reporting systems.(i.e. use MR87 Query to check status monthly)	MO-B008 Non-Member Service Reported For A Member  <i>This error occurs if "non-member" service is reported (member-code = 2) and CalSTRS account status is "member" for the service period reported</i>
6. Classification Code and Base Hours	4	Reporting rules that govern the classification code and base hours reported for community college part-time and adult education instructors.	Systematically evaluate the classification codes and base hours on the detail line per the business rule definitions in the SEW F496 Contribution File specification	MO-B111 Classification Code and Base Hours must be reported together  <i>This error occurs if one of these data fields are populated on the file and the other is not on the same line</i>

Category	SEW Release	Definition	Employer Capability Required	Sample Business Rule
7. Incompatible Value error (complex)	5	Basic reporting rules. Rules in this group verify that supplied contribution detail line fields are compatible with one another	Evaluate contribution lines based on reporting rules contained in the Creditable Compensation Guide or the F496 Coding Matrix	Earnings Must Be Positive For Contribution Code Blank, 0 Or 1  <i>This error occurs if Earnings are negative when Contribution Code blank, 0 or 1 exists.</i>
8. Incompatible Service error	5	Basic reporting rules. Rules in this group verify that supplied contribution detail line fields are compatible with previously reported contribution line fields	Evaluate contribution lines against previously reported service and on reporting rules contained in the Creditable Compensation Guide or the F496 Coding Matrix	MO-B026 Assignment Code Changed And Pay rate/ Pay Code Remained The Same  <i>This error occurs if the status of the account is non-member and the assignment code reported on the current period line does not match the assignment code reported on the prior period line</i>
9. Valid Service error	5	Basic reporting rules. Rules in this group verify that contribution line data fields are valid for the service being reported or valid based on existing account details	Evaluate contribution lines against existing account details and on reporting rules contained in the Creditable Compensation Guide or the F496 Coding Matrix	MO-B081 Member contributions (Post Tax) or Employer Paid Member Contributions (Pre Tax) Contribution Amount Inappropriately reported  <i>This error occurs if the employee contribution amount is reported inappropriately based on their EPMC resolution dates</i>

Category	SEW Release	Definition	Employer Capability Required	Sample Business Rule
10. Tolerance error	5	Reporting rules that identify a contribution detail line field as exceeding a CalSTRS established threshold value	Systematically evaluate the tolerance values allowed per the business rule definitions in the SEW F496 Contribution File Specification	<p>MO-B047 Pay Rate Exceeds CalSTRS Maximum Limitation For Pay Code Reported</p> <p><i>This error occurs if the Pay Rate exceeds CalSTRS allowed tolerance for Pay Code present</i></p>
11. Contribution error	5	Member contribution variance rules. Rules in this category evaluate the Member contribution amount and whether it is excessive or insufficient	Use creditable compensation guide to determine creditable service. Maintain contribution rates with CalSTRS (i.e. Non-RWP vs. RWP service). Make appropriate changes to payroll system to reflect proper creditable service and rate(s)	<p>MO-B078 Contribution Amount Is Excessive For Creditable Earnings</p> <p><i>This error occurs (for non-RWP service) if the employee contribution amount does not match the product of the earnings and member contribution rate in START (currently 8% with a tolerance of one dollar)</i></p>
12. Adjustment error	5	Reporting rules that evaluate adjustment lines as being valid	Evaluate contribution lines against previously reported service and on reporting rules contained in the Creditable Compensation Guide or the F496 Coding Matrix	<p>MO-B058 Adjustment does not match previously reported service</p> <p><i>This error occurs if the adjustment line does not find a matching line(s) to adjust</i></p>

Category	SEW Release	Definition	Employer Capability Required	Sample Business Rule
Contribution Variance	3	Member and Employer contribution variance rules. Rules in this category include: Line and line totals validation of reported vs. calculated Employee and Employer contributions	Maintain contribution rates with CalSTRS (i.e. Non-RWP vs. RWP service). Make appropriate changes to payroll system to reflect proper creditable service and rate(s)	MO-V001 Calculated Employee contribution does not equal reported  <i>This error occurs (for non-RWP service) if the employee contribution amount does not match the product of the earnings and member contribution rate in START (currently 8%)</i>



### 6.4. Business and Variance Rule Category Assignments

The table below lists each of the current edits that will be added to the Secure Employer Web site as a business rule. The following values are displayed in the table

**Category** – Name of the Category assigned to this business rule

**SEW Business Rule (MO-B...)** – The SEW business rule number (equates to original edit numbers)

**Business Rule Description** – The Edit description for the business rule

**Field** – The F496 field that is associated with the business rule

**May Require Assistance** – The Error Resolution of this error may require CalSTRS’ assistance

Category	SEW Business Rule (MO-B...)	Business Rule Description	Field	May Require Assistance	Employer Approved
1. Valid value error	021	Assignment Code Blank Or Invalid	ASGNCODE		
1. Valid value error	033	Pay Rate Required	PAYRATE		
1. Valid value error	038	Pay Code Required	PAYCODE		
1. Valid value error	039	Invalid Pay Code	PAYCODE		
1. Valid value error	056	Earnings Must Be Present (Contribution Code Blank 0, 1, 3, 5, 6 Or 9)	EARNINGS		
1. Valid value error	072	Invalid Contribution Code	CNTRBCODE		
1. Valid value error	086	Service Period Crosses Fiscal Years	SVCPER		
1. Valid value error	090	Future Service Period	SVCPER		
1. Valid value error	092	Service Period Invalid Based On Report Unit Effective Dates	SVCPER	X	
2. Incompatible value error	022	Assignment Code Invalid For Non-Member Service	ASGNCODE		
2. Incompatible value error	024	Assignment Code 63 Valid For Post Retirement Class Size Reduction Service Only	ASGNCODE		
2. Incompatible value error	040	Hourly/ Daily Reporting Invalid For Creditable Member Service	PAYCODE		
2. Incompatible value error	041	Monthly/ Annual Reporting Invalid For Non-Member Part-Time Service	PAYCODE		
2. Incompatible value error	042	Hourly/ Daily Reporting Invalid For Non-Member Contract Service	PAYCODE		

Category	SEW Business Rule (MO-B...)	Business Rule Description	Field	May Require Assistance	Employer Approved
2. Incompatible value error	043	ERIP (Assignment Code 35) Must Be Reported With A Daily Pay Rate/ Pay Code	PAYCODE		
2. Incompatible value error	045	RWP (Assignment Code 36) Pay Rate Adjustment/ Special Compensation Must Be Reported With Pay Code 0	PAYCODE		
2. Incompatible value error	046	Special Compensation Must Be Reported With Pay Code 0	PAYCODE		
2. Incompatible value error	055	Earnings Must Be Blank Or Zero On Contribution Adjustment (Contribution Code 2)	EARNINGS		
2. Incompatible value error	073	Summer School/ Intersession Must Be Reported With Contribution Code 9	CNTRBCODE		
2. Incompatible value error	080	Non-Member/ Overtime/ Summer School/ Intersession Reported With Contributions	CNTRBAMT		
2. Incompatible value error	085	Service Period Invalid Based On Contribution Code	SVCPER		
2. Incompatible value error	088	Service Period Begin Must Be June, July Or August For Assignment Code 59	SVCPER		
2. Incompatible value error	089	Service End Must Be June, July, August Or September For Assignment Code 59	SVCPER		
2. Incompatible value error	094	Assignment Code Invalid For Member Service	ASGNCODE		
2. Incompatible value error	098	Assignment Codes 49 And 59 Invalid For Service Period 7/1/02 Or Later	ASGNCODE		
2. Incompatible value error	099	Assignment Code 71 Invalid For Service Period Earlier Than 7/1/02	ASGNCODE		
2. Incompatible value error	100	Contribution Code 9 Invalid For Service Period 7/1/02 Or Later	CNTRBCODE		
2. Incompatible value error	101	Assignment Code 71 Must Be Reported With A Contribution Code 6	CNTRBCODE		
3. Account maintenance error	001	No Account For Tax Id	TAXID		
3. Account maintenance error	002	No match on Last Name	NAME	X	
3. Account maintenance error	003	No match on First and Last Name	NAME	X	
3. Account maintenance error	007	Member Service Reported For A Non-Member	MBRCODE		
3. Account maintenance error	097	Service Reported For A Closed Account	TAXID	X	
3. Account maintenance error	108	Merged Account	TAXID		
4. Reporting status error	005	San Francisco Retirement System Elect	MBRCODE	X	
4. Reporting status error	009	Member / Non-Member Service Reported For A Reverted Account	MBRCODE	X	

Category	SEW Business Rule (MO-B...)	Business Rule Description	Field	May Require Assistance	Employer Approved
4. Reporting status error	010	Member Service Reported For Cash Balance 86 Participant	MBRCODE		
4. Reporting status error	011	Member Service Reported For Cash Balance 06 Participant	MBRCODE		
4. Reporting status error	017	Member Service Subsequent To Retirement/Disability	MBRCODE		
4. Reporting status error	018	Member/Non-Member Service Subsequent To Date Of Death	MBRCODE	X	
4. Reporting status error	027	RWP Service Reported Prior To Approved RWP Effective Date	ASGNCODE	X	
4. Reporting status error	028	RWP Service Reported For A Non-Participation Period For An Approved RWP Contract	ASGNCODE	X	
4. Reporting status error	029	RWP Service Subsequent To RWP End Date	ASGNCODE	X	
4. Reporting status error	030	No RWP Contract Received/Approved For This Account	ASGNCODE	X	
4. Reporting status error	031	Assignment Code Must Be 36 Or 34 On Or After Approved RWP Start Date	ASGNCODE	X	
4. Reporting status error	032	Potential RWP Default Due To Premature Termination	ASGNCODE	X	
5. Member status error	008	Non-Member Service Reported For A Member	MBRCODE		
5. Member status error	016	Non-Member Service Prior To Retirement/Disability	MBRCODE		
5. Member status error	025	Employee Is Not Retired From CalSTRS	ASGNCODE		
6. Classification Code and Base Hours	110	Classification Code And Base Hours Required for an AB1586 Eligible Account	CLASSCODE BASEHRS		
6. Classification Code and Base Hours	111	Classification Code And Base Hours Must Be Reported Together	CLASSCODE BASEHRS		
6. Classification Code and Base Hours	112	Valid Values For Classification Code Are 01, 02, 03, 04, And 05	CLASSCODE		
6. Classification Code and Base Hours	113	Base Hours Insufficient For Classification Code, Or Excessive	CLASSCODE BASEHRS		
7. Incompatible value error	070	Contribution Rate Required	CNTRBRATE		
7. Incompatible value error	034	Pay Rate Must Equal Earnings When Reporting Lump-Sum Special Compensation	PAYRATE		
7. Incompatible value error	044	RWP (Assignment Code 36) Must Be Reported With A Monthly Pay Rate/ Pay Code	PAYCODE		
7. Incompatible value error	057	Earnings Must Be Positive For Contribution Code Blank, 0 Or 1	EARNINGS		

Category	SEW Business Rule (MO-B...)	Business Rule Description	Field	May Require Assistance	Employer Approved
7. Incompatible value error	087	Service Period Must Reflect Prior Dates For Contribution Code 3	SVCPER		
7. Incompatible value error	102	Assignment Code 35 Invalid For New ERIP Participants After 6/30/2000	ASGNCODE		X
8. Incompatible service error	019	Non-Member Service For Employee Who Appears To Qualify For Mandatory Membership	MBRCODE		X
8. Incompatible service error	020	Non-Member Service For Employee Who Appears To Qualify For Mandatory DB Membership	MBRCODE		
8. Incompatible service error	026	Assignment Code Changed And Pay Rate/ Pay Code Remained The Same	ASGNCODE		X
8. Incompatible service error	074	Overtime With No Full-Time Service	CNTRBCODE		X
9. Valid service error	023	Assignment Code 62 Valid For Exchange/ Sojourn Service Only	ASGNCODE		X
9. Valid service error	052	Pay Code 1 Indicates a 12 Month Position	PAYCODE		X
9. Valid service error	053	Pay Code 2 Indicates An 11 Month	PAYCODE		X
9. Valid service error	054	Pay Code 3 Indicates a 10 Month Position	PAYCODE		X
9. Valid service error	081	Member contributions (Post Tax) Or Employer Paid Member Contribution (Pre-Tax) Contribution Amount Inappropriately Reported	CNTRBAMT	X	
10. Tolerance error	036	Pay Rate Increase Exceeds 10% Prior To 07/01/2002 Or 25% After 06/30/2002	PAYRATE		X
10. Tolerance error	047	Pay Rate Exceeds CalSTRS Maximum Limitation For Pay Code Reported	PAYCODE		
10. Tolerance error	048	Pay Rate Below CalSTRS Minimum Limitation For Pay Code Reported	PAYCODE		
10. Tolerance error	049	Pay Rate Exceed CalSTRS Maximum Limitation For Pay Code	PAYCODE		
10. Tolerance error	050	Pay Rate Below CalSTRS Minimum Limitation For Pay Code Reported	PAYCODE		
10. Tolerance error	064	Part-Time/ Substitute Earnings Are Excessive For Service Period Range	EARNINGS		X
10. Tolerance error	066	Earnings Are Excessive For Service Period Range	EARNINGS		X
10. Tolerance error	109	Special compensation is excessive for service period fiscal year	EARNINGS		X
11. Contribution error	078	Contribution Amount Is Excessive For Creditable Earnings	CNTRBAMT		
11. Contribution error	079	Year To Date Contribution Amount Is Insufficient	CNTRBAMT		

Category	SEW Business Rule (MO-B...)	Business Rule Description	Field	May Require Assistance	Employer Approved
11. Contribution error	082	Contribution Amount Includes Contributions For Creditable Earnings In Excess Of The IRC 415 Limit	CNTRBAMT		
12. Adjustment error	037	Pay Rate Adjustment (Cntrb Code 5) Must Reflect Pay Rate Increase/Decrease	PAYRATE		
12. Adjustment error	058	Adjustment Does Not Match Previously Reported Service	EARNINGS		
12. Adjustment error	059	Pay Rate Adjustment (Cntrb Code 5) Does Not Match Previously Reported Service	EARNINGS		
12. Adjustment error	068	RWP Pay Rate Adjustment (CC 5) Alters Earned To Earnable Ratio For Service Period Range	EARNINGS		
12. Adjustment error	107	Fiscal Year Special Compensation Total is Negative	EARNINGS		
NA	051	Pay Code Altered (Current And Previously Reported Pay Rate Match)	PAYCODE	X	
NA	060	Adjustment Creates a Negative Balance On a Refund/ Death	EARNINGS	X	
NA	062	Adjustment Results In a Negative Earnings, Contribution Or Service Credit Balance For Service Period Range	EARNINGS	X	
NA	063	Adjustment Results In a Negative Contribution Or Service Credit Balance For This Account	EARNINGS	X	
NA	065	YTD Service Credit Exceeds 1.000 Prior To 7/1/02 Or 1.800 After 6/30/02	EARNINGS		X
NA	067	Pay Rate Adjustment Alters Earned To Earnable Ratio For The Service Period Range	EARNINGS		X
NA	093	Service Period Fiscal Year Not On Database	SVCPER	X	
Contribution Variance error	MO-V001	Calculated Member Contribution Amount Does Not Equal the Reported Member Contribution Amount on the detail line	CNTRBAMT		
Contribution Variance error	MO-V002	Calculated Total Employer Contribution Amount Does not Equal Employer Contributions Reported for This Page	CNTRBAMT		
Contribution Variance error	MO-V003	Calculated Total Employer Contribution Amount Does not Equal Employer Contributions Reported for This Unit	CNTRBAMT		
Contribution Variance error	MO-V004	Calculated Total Employer Contribution Amount Does not Equal Employer Contributions Reported for This Source	CNTRBAMT		