Oregon State Payroll Application (OSPA)
OSPS_NET_PAY Table Reference Guide

NOTE: Unused fields are listed below the main table

Field Name	Field Definition	OSPA Screen Reference
ADDED FED TAX	The dollar amount an employee decides to withhold in addition to calculated federal income taxes.	P010
ADDED STATE TAX	The dollar amount an employee decides to withhold in addition to calculated state income taxes.	P010
AGENCY NUM	The 5-digit payroll agency number. This can be different from an employee's home agency, and is driven by the PPDB "PR AGENCY" field.	P030
AMNT FED TAX	Federal tax withheld from employee pay based on earnings and exemptions.	N/A
AMNT STATE TAX	State tax withheld from employee pay based on earnings and exemptions.	N/A
BENEFIT PKG CD	This is the 2-character code used by OSPA to reference benefit package tables which validate pay types, insurance benefits, and leave availabilities and accruals. See the benefit package code list for a complete listing of current benefit package codes.	P030
CHECK ISSUE DT	Date inscribed on the employee's paycheck. Normally 1st and 15th of the month, but can differ due to weekends or holidays, or by using the P010 date to change the default payday date.	N/A
CO SYS RETIRE 1 CO SYS RETIRE 2 CO SYS RETIRE 3	Equals the "RTMT STAT" field on the P010 screen. Shows responsibility for employee contributions. Possible codes: D – Employer E – Employee N – No contribution P – State match only, no ee contribution NOTE: Most state ees active in a pension plan = D.	P010
CODE PAY TRANS (Irrelevant to most queries)	This code is the same as the P190 "TRAN TYPE" field – (O)riginal, (R)eversal, or (C)orrective.	P190
CODE RUN PAY (Irrelevant to most queries)	Payroll run and register process code. This code is the same as the P190 "RUN TYPE" field - (O)riginal or (R)etro process. Retro is currently unused.	P190

Field Name	Field Definition	OSPA Screen Reference
CODE SRT SEQ (Irrelevant to most queries)	This code is used to allow records to be sorted into the correct sequence; 1=agency header; 2=year to date correction; and 3=payroll set, set of records for a particular pay check. 1 and 2 are currently not reported.	N/A
EE FICA TAX	Amount of Social Security tax paid by employee.	N/A
EE MEDR TAX	Amount of Medicare tax paid by employee.	N/A
EE RETIRE NUM1 EE RETIRE NUM2 EE RETIRE NUM3 (Irrelevant to most queries)	Employee's retirement account number. No longer necessary or relevant; employee is now tracked by SSN or EIN.	P010
EE SHR DEDNS	Employee-paid portion of deduction codes. Can be calculated if table-driven, or fixed if directly entered into the P070 "Share Fixed Amount" field. NOTE: Direct deposits are deductions and are included in this figure.	N/A
EE WORK CMP TAX	Amount of the Workers Benefit Fund paid by employee.	N/A
EMPLOYEE NAME	Name of employee as entered into the PPDB, last name first.	P030
EMPLOYEE NUM	9-character alphanumeric identifier beginning with "OR", assigned by PPDB to uniquely identify an employee without using a Social Security number.	P030
ER FICA TAX	Amount of Social Security tax paid by employer.	N/A
ER MEDR TAX	Amount of Medicare tax paid by employer.	N/A
ER SHR DEDNS	Employee-paid portion of deduction codes. Can be calculated if table-driven, or fixed if directly entered into the P070 "Emplr Share" field.	N/A
ER WRK CMP TAX	Amount of the Workers Benefit Fund paid by employer.	N/A
ERB ASMNT	Amount of assessment paid to the Employee Relations Board for an employee by the employer.	N/A
EXPNS REIMBURS	Amounts associated with designated reimbursement pay codes. Examples are "ER", "MSN", or "TLA". Reimbursement pay types have an "R" in the "INC TYP" column on employee benefit code tables (PTB2).	N/A
FED TAX EXMPTNS	Employee's federal income tax exemptions as claimed on IRS Form W-4. Two-digit number from 00 to 99. System default if no W-4 submitted is 00.	P010
FED TAX STATUS	Employee's filing status as reported on IRS Form W-4 for federal tax withholding. Choices are (S)ingle, (J)oint, or (N)one (for exempt). System default if no W-4 submitted is (S)ingle.	P010
FED TAX SUB INC	Amount of income subject to federal tax withholding.	N/A

Field Name	Field Definition	OSPA Screen Reference
FICA SUB INC	Amount of income subject to Social Security withholding tax.	N/A
FICA SUB PAY FL	Indicates whether or not employee is subject to Social Security and Medicare (FICA) withholding. Corresponds to the "FICA SUBJ" field on the P010 screen. Choices are (Y)es or (N)o.	P010
FICA TAX MAX	The maximum amount of Social Security tax to be collected for the tax year requested, as determined annually by the Social Security Administration.	N/A
GROSS PAY AMNT	Total monies paid to an employee before deductions.	N/A
INS WAIV 1 INS WAIV 2 INS WAIV 3 INS WAIV 4 INS WAIV 5 INS WAIV 6 INS WAIV 7	Indicates which insurance coverage benefit is being waived (declined), if any. Choices are: D – Dental insurance F – Flexible spending accounts H – Health insurance L – Life insurance S – State Police insurance T – Long term disability	P010
LOAD DATE	The date that this information was loaded to the Datamart warehouse. This field has no relation to the Pay Period Ending date.	N/A
MASS TRAN DIST (Irrelevant to most queries)	Identifies the mass transit district location established for the position as determined by PPDB.	P030
MEDR SUB INC	Amount of income subject to Medicare tax.	N/A
NET PAY AMNT	Employee's gross wages minus all deductions (including direct deposits). NOTE: Employees with net pay deposits (XDNN 555) will show a zero in this field.	N/A
NMBR ISS	This number reflects how many times the employee record has been calculated. Matches the "REG SET" number on P190. This is normally 1 for Run 1, 2 for Run 2, etc., but does vary depending on paperwork timing.	P190
NON TAXBL INC	Income not subject to state or federal income taxes.	N/A
OTHR TAXBL INC	The taxable value of non-cash fringe benefits received by an employee.	P050
PAY DIST CODE	Also called the "check distribution code". This is the sort order by which agencies have chosen to have their checks distributed. Choices are PCA, Crew-unit, RDC, or alphabetical. Driven from Payroll Report Option "A" on the agency's PBAP screen.	P030

Field Name	Field Definition	OSPA Screen Reference
PAY PERIOD END	The pay period ending date is the last calendar day of any given month. Corresponds to the P190 "PAY PER END DATE" field.	P190
PERS CLASS CODE	The PERS job class code as assigned by the PPDB. This code designates the retirement benefit structure to which an employee belongs.	P030
PRM WG NIC SAIF	Wages listed under the "SAIF SUB INC" field which are not subject to SAIF calculation. *Prior to PPE 8/31/04, this field did not get reported to SAIF. All SAIF wages were calculated outside of benefit table direction.*	N/A
REG WG NIC SAIF	Amount of regular wages which are not included in SAIF premiums (such as vacation leave, sick leave, etc.).	N/A
REPT DIST CODE	A code established by the agency for the identification of divisions/units for the purpose of personnel report distribution and subtotals. Corresponds to the "RDC" field in PPDB.	P030
RETIRE EE SHR1 RETIRE EE SHR2 RETIRE EE SHR3 (Irrelevant to most queries)	Amount of funds paid by the **employee** into the employee's retirement system. This is typically 6% of the "RETIRE SUB INC" field. NOTE: Currently only one agency (62800) uses this method. All other employees use the "RETIRE ST PD" option.	N/A
RETIRE ER SHR1 RETIRE ER SHR2 RETIRE ER SHR3	Amount of funds "matched" by the state and paid into the employee's retirement system. This amount varies based on the employee's retirement system, and is calculated off of the "RETIRE SUB INC" field.	N/A
RETIRE ST PD1 RETIRE ST PD2 RETIRE ST PD3	Amount of funds "picked up" by the state and paid into the employee's retirement system. This is typically 6% of the "RETIRE SUB INC" field.	N/A
RETIRE SUB INC1 RETIRE SUB INC2 RETIRE SUB INC3	Amount of income subject to retirement.	N/A
RETIRE SYS CD1 RETIRE SYS CD2 RETIRE SYS CD3	Matches the "RTMT SYST" field on the P010 screen. Indicates to which retirement system employee belongs. F – OPSRP, police & fire G – OPSRP, general L – Legislature N – Not a member P – Judges plan S – PERS plan, general T – PERS plan, police & fire	P010
SAIF EXEMP WAGE	Wages show in this field if an employee's P010 screen is coded as not subject to SAIF.	N/A

Field Name	Field Definition	OSPA Screen Reference
SAIF SUB INC	Amount of income subject to SAIF premiums.	N/A
SAIF TAX EXMPT	This field is no longer used.	N/A
STAT TAX EXEMPT	Employee's state income tax exemptions as claimed on IRS Form W-4. Two-digit number from 00 to 99. System default if no W-4 submitted is 00.	P010
STATE TX STATUS	Employee's filing status as reported on IRS Form W-4 for state tax withholding. Choices are (S)ingle, (J)oint, or (N)one (for exempt). System default if no W-4 submitted is (S)ingle.	P010
SUM TOT INC	This amount is the total of the "GROSS PAY AMNT" field, plus all non-cash taxable fringe benefits (DPT, MS, etc.)	N/A
TAX YEAR	The calendar year for which taxes were paid.	P190
TRANS SUB INC	Amount of income subject to the mass transit tax levy.	N/A
UNEMP SUB CD	Matches the "UNEM SUBJ" field on P010. Indicates whether or not employee is subject to unemployment tax. (Y)es or (N)o. NOTE: "S" was used when records were first populated, but is no longer valid. Existing records with no P010 change will still = S.	P010
VOL ASSUM WAGE	This field is used by agencies to record assumed wages worked by volunteers, captured by agencies on the P050 screen using code "AW". This field is also used by Legislature to capture the 6% Legislative PERS option.	N/A
WC TAX SUB FLG	Corresponds to the "SAIF SUBJ" field on the P010 screen, and indicates whether or not employee is subject to Workers' Compensation tax. Choices are (Y)es or (N)o.	P010
WEEKS WORKED (Irrelevant to most queries)	Number of weeks worked this pay period.	N/A

These fields are no longer used:

EARN INC CR AMT	Amount of tax credited to employee under the Earned Income Tax Credit program. As of tax year 2011, this field is no longer used.	N/A
EARN INC CR CD	Indicates eligibility for the Earned Income Tax Credit program. Valid codes are: (N)ot subject, (J)oint, or (S)ingle. As of tax year 2011, this field is no longer used.	P010
MEDR TAX MAX	The maximum amount of Medicare tax to be collected for the tax year, as determined annually by the Social Security Administration. NOTE: Historically there hasn't been a maximum. This is a placeholder for future use. Current default value is $19,999.99.	N/A