



PAYROLL/PERSONNEL
PAYROLL CONTROL FILE RUN SPECIFICATIONS
UPAY656 (R5/03) R1492

1	10	REGULAR CHECK DATE	PAY PERIOD END DATE	PAY CYCLES TO BE PAID THIS CHECK WRITE						PAYROLL PROCESS ID.
				FIRST CYCLE		SECOND CYCLE		THIRD CYCLE		
				TYPE 23 24	PAY PER BGN DATE 25 30	TYPE 31 32	PAY PER BGN DATE 33 38	TYPE 39 40	PAY PER BGN DATE 41 46	
11	16	17	22						47	54
PPP34-SPEC		MM DD YY	MM DD YY		MM DD YY		MM DD YY		MM DD YY	

SPECIAL OVERRIDES

This line is completed when special processes are required.

SPECIAL CHECK DATE			MONTH END	
55	60	61	62	
MM	DD	YY		

CHECK RELEASE DATE	
63	68

FINAL PAY CYCLE

This line is completed only when a Final Pay Cycle is to be initiated.

The entered Final Pay Cycle Type must contain a "Y" as the first character.

The entered Final Pay End Date must fall within the Pay Period Begin and End Date range of the normal pay cycle indicated on the standard portion of this Run Specification.

FINAL PAY					
CYCLE TYPE 69 70		END DATE			
71	MM	DD	YY	76	

PREPARED BY:	DATE
AUTHORIZED BY:	DATE