

Performance Pay Payroll Adjustment Record

RP16 Record

Corrects an incorrectly submitted Performance Pay Payroll Detail Record, or adds a Performance Pay detail record omitted from a previous report. This is a net difference transaction.

All fields must be padded to their full length. Left pad numeric fields with 0. Right pad alpha fields with spaces. Only Performance Pay previously submitted through the Employer Reporting System can be adjusted with this record. **Note: If a member's name consists of only one name, it must be placed in the "Last Name" field and the other name fields padded with spaces.**

Beginning Position	Ending Position	Element	Length	Description
1	4	TRS District Number	N4	TRS assigned district number <i>Must match lead record</i>
5	6	Report Type Code="RP"	A2	Code indicating type of report <i>Must match lead record</i>
7	8	Record Type Code="16"	N2	Code indicating type of record
9	10	Report Month	N2	Report month (MM) Calendar month, not fiscal
11	14	Report Year	N4	Report year (YYYY) Calendar year, not fiscal
15	23	Member Identification Number	N9	Member identification number (social security or TRS assigned number)
24	31	Date of Birth	N8	Member date of birth (DOB) in MMDDYYYY format
32	32	Gender Code	A1	Member sex (F or M)
33	57	Last Name	A25	Member last name <i>Hyphens and apostrophes are acceptable on all names</i>
58	82	First Name	A25	Member first name
83	86	Generation	A4	Jr., Sr., I, II, III, etc,
87	111	Middle Name	A25	Member middle name

112	120	Net Difference in Performance Pay	N9	Difference between the original amount reported and the correct amount. A negative adjustment is indicated by a minus (-) sign in position 112. A plus (+) sign is understood if the adjustment is positive. (no edit characters, 2 decimal places implied)
121	127	Net Difference in Member Contribution	N7	Difference between the original amount reported and the correct amount. A negative adjustment is indicated by a minus (-) sign in position 121. A plus (+) sign is understood if the adjustment is positive. (no edit characters, 2 decimal places implied)
128	128	Not used at this time	A1	Pad with a space
129	137	Not used at this time	N9	Pad with zeros
138	138	Adjustment Reason Code	A1	Reason for Adjustment <i>See codes below</i>
139	140	Report Month of Original Record (mm)	N2	Original Report month (MM) Calendar month, not fiscal
141	144	Report Year of Original Record (yyyy)	N4	Original Report year (YYYY) Calendar year, not fiscal
145	200	Blank	A56	Pad with spaces

*Last Updated on 12/19/2003
By Teacher Retirement System of Texas*

Valid Adjustment Reason Codes:

V = Voided Check I = Ineligible for TRS
E = Eligible for TRS N = New Employee
D = Deceased S = Sick Leave
U = Unreported service R = Incorrect amounts reported