

PAYROLL USERS GROUP NEWS

January/February/March 2023

Issue No. 24

Issue Date: 3/28/2023

WELCOME

From Wil Tomlin
Director of State Payroll Services

Time has been flying by and the first quarter of 2023 (and the snow!) is almost behind us. I am happy to report that the W2's were successfully distributed symbolizing the close the 2022 calendar year. Now, it's off to the races in preparation for April processing and fiscal year end. Our teams have been busy releasing numerous Payroll Bulletins (and more are on the way). Please take a moment to review these to familiarize yourself with upcoming effective and action dates and pay particular attention to [Payroll Bulletin 2107 - Schedule for Agency Payroll Submission and Availability of Reports and Files](#) and [Payroll Bulletin 2117- Payroll Check Reissues, Reversals, Exchanges, and Direct Deposit Returns during the Statewide Financial System \(SFS\) Blackout for Fiscal Year End](#).

Additionally, as you have all probably heard, there is a lot of work being done across the State regarding the NYS budget. As always, we are hopeful that these efforts result in an on-time budget. In the event that there is a delay, OSC has provided information to the agencies in [Payroll Bulletin 2115 - Paycheck Distribution for the April 6, 2023 Institution Cycle Paychecks](#). This bulletin includes details regarding potentially affected employee paychecks and direct deposits should a delay in the process occur. As mentioned in the bulletin, the PayServ and NYSPO bulletin boards will be updated with updated information as it unfolds.

Thank you for all your efforts
Wil

IN THIS ISSUE:

- What's New
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WHAT'S NEW

NEW DIRECT DEPOSIT GUIDANCE, DIRECT DEPOSIT FORM AC 2772, AND AGENCY ACTIONS

As a result of Chapter 442 of the Laws of 2022, State Payroll Services is releasing a new Direct Deposit form, AC 2772, along with additional guidance to comply with the law. Please refer to Payroll Bulletin 2086 for specific instructions.

DIRECT DEPOSIT STUBS

OSC will continue to mail Direct Deposit stubs directly to all employees in an effort to reduce handling and employee interactions. Please encourage your employees to opt out of receiving paper advice statements and instead access their statements via NYSPO.

If agencies have any questions regarding paper pay checks, these should be directed to the Division of Treasury.

EXTENDED PAYSERV HOURS

Please refer to the PayServ Bulletin Board for updates to PayServ access.

PAYROLL SERVICES DIRECTORY

OSC publishes a Payroll Services Directory on the PayServ Bulletin Board that explains the functions of each unit within the Bureau of State Payroll Services and provides contact information for each unit. Agencies should consult this Directory to determine where questions should be directed before reaching out to OSC for assistance. Thank you for your cooperation.

Please note: OSC has made the conversion to Teams calling. As a result, individual staff phone numbers have changed. Please refer to the Agency Auditor Listing for your auditor's new number. Updates will be made to the Payroll Services Directory. The prior VOIP phones are no longer in use.

UPCOMING DEADLINES

2022-2023 Agency Submission Schedule

Note: OSC State Payroll Services has accelerated the Confirm schedule on Wednesdays each week. This means Certification issues that warrant direct deposit disables will need to be fixed no later than 10:00 am instead of the typical 1:00pm on Wednesdays.

Payroll Calendars

The [April 2023 – April 2024 Payroll Calendars](#) are available on the OSC website.

GENERAL INFORMATION

In order to protect employee's personal information, Social Security numbers must **NEVER** be included in emails. If a Social Security number is included in a screen shot, agencies must redact/blackout the number before sending.

BULLETIN BOARD MESSAGES

PayServ Hours - PayServ is available:

Monday - Friday from 7:00am until 6:00pm

Saturday from 7:00am until 4:00pm

03/20/2023 - Corrected W-2s - OSC has issued Corrected W-2s (batches 2184-2192). These W-2cs are for 2022 and relate to Noncash, SS/Med Refunds, NRAs, State and Local Adjustments, and General/Misc. Agencies must immediately begin to review Control-D report NTAX722 (Agency W-2c report), identify employees due a FICA refund and obtain a completed and signed Form AC3206 (Prior Year Social Security and Medicare Tax Refund Certification) from each employee identified. **Agencies are reminded that if they do not see an NTAX722 report for their agency, then, for the identified batches, there were no corrected W-2s that impact dollar amounts issued for their employees.** Agencies must record receipt of the completed and signed Form AC3206 in PayServ no later than May 3, 2023. **Please do not submit Form AC3206 to OSC.**

Removal Date: 05/10/2023

03/13/2023 - Corrected W-2s - OSC has issued Corrected W-2s (batches 2179-2183). These W-2cs are for 2022 and relate to NRAs and General/Misc. Only batches #2181 and #2183 are subject to Form AC3206. Agencies must immediately begin to review Control-D report NTAX722 (Agency W-2c report), identify employees due a FICA refund and obtain a completed and signed Form AC3206 (Prior Year Social Security and Medicare Tax Refund Certification) from each employee identified. **Agencies are reminded that if they do not see an NTAX722 report for their agency, then, for the identified batches, there were no corrected W-2s that impact dollar amounts issued for their employees.** Agencies must record receipt of the completed and signed Form AC3206 in PayServ no later than April 24, 2023. ***Please do not submit Form AC3206 to OSC.***

Removal Date: 05/01/2023

03/13/2023 - Corrected W-2s - OSC has issued Corrected W-2s (batches 2177-2178). These W-2cs are for 2019 and relate to Credit Letters. Agencies must immediately begin to review Control-D report NTAX722 (Agency W-2c report), identify employees due a FICA refund and obtain a completed and signed Form AC3206 (Prior Year Social Security and Medicare Tax Refund Certification) from each employee identified. **Agencies are reminded that if they do not see an NTAX722 report for their agency, then, for the identified batches, there were no corrected W-2s that impact dollar amounts issued for their employees. *These batches are for the 2019 tax year. Agencies must record receipt of the completed and signed Form AC3206 in PayServ no later than March 31, 2023, due to the pending Statute of Limitations. Please do not submit Form AC3206 to OSC.***

Removal Date: 04/07/2023

03/06/2023 - Corrected W-2s - OSC has issued Corrected W-2s (batches 2175-2176). These W-2cs are for 2019 and relate to IRS Notices and NRAs. Agencies must immediately begin to review Control-D report NTAX722 (Agency W-2c report), identify employees due a FICA refund and obtain a completed and signed Form AC3206 (Prior Year Social Security and Medicare Tax Refund Certification) from each employee identified. **Agencies are reminded that if they do not see an NTAX722 report for their agency, then, for the identified batches, there were no corrected W-2s that impact dollar amounts issued for their employees. *For batch #2176 only (2019 tax year), agencies must record receipt of the completed and signed Form AC3206 in PayServ no later than March 31, 2023 due to the pending Statute of Limitations. Please do not submit Form AC3206 to OSC.***

Removal Date: 04/07/2023

03/06/2023 - Corrected W-2s - OSC has issued Corrected W-2s (batches 2173-2174). These W-2cs are for 2022 and relate to Workers' Compensation. Only batch #2174 is subject to Form AC3206. Agencies must immediately begin to review Control-D report NTAX722 (Agency W-2c report), identify employees due a FICA refund and obtain a completed and signed Form AC3206 (Prior Year Social Security and Medicare Tax Refund Certification) from each employee identified. **Agencies are reminded that if they do not see an NTAX722 report for their agency, then, for the identified batches, there were no corrected W-2s that impact dollar amounts issued for their employees.** Agencies must record receipt of the completed and signed Form AC3206 in PayServ no later than April 20, 2023. ***Please do not submit Form AC3206 to OSC.***

Removal Date: 04/07/2023

03/03/2023 - EmplID Combines - OSC has finished reporting 2022 Form W-2 information to Federal and State governments. Effective immediately, OSC will resume processing EmplID Combines. Questions may be directed to the SSG PayCalc Unit at HHolman@osc.ny.gov with a cc to the Payroll Earnings mailbox.

Removal Date: 03/27/2023

03/01/2023 - Corrected W-2s - OSC has issued Corrected W-2s (batches 2164-2172). These W-2cs are for 2019-2022 and relate to AC230s, Workers' Compensation, and Box 12BB Corrections for SUNY and CUNY. ***Only batch 2164 is***

subject to Form AC3206. Agencies must immediately begin to review Control-D report NTAX722 (Agency W-2c report), identify employees due a FICA refund and obtain a completed and signed Form AC3206 (Prior Year Social Security and Medicare Tax Refund Certification) from each employee identified. **Agencies are reminded that if they do not see an NTAX722 report for their agency, then, for the identified batches, there were no corrected W-2s that impact dollar amounts issued for their employees. For batch 2164 (2019 tax year), agencies must record receipt of the completed and signed Form AC3206 in PayServ no later than 3/31/2023 due to the pending Statute of Limitations. Please do not submit Form AC3206 to OSC.**

Removal Date: 4/28/2023

01/31/2023 - Temporary Direct Deposit Lock Out - Effective February 1, 2023 agencies will be unable to add/update direct deposit information from Wednesday afternoon to Thursday afternoon. We will be extending the direct deposit cut off on the Agency Submission Schedule from Friday COB to Monday COB during this time. This bulletin board message will be modified when the temporary lock out has been lifted and we return to the normal Agency Submission Schedule cut off.

Removal Date: TBD

EARNINGS

- **Temporary Compensation IHR (Increased Hiring Rate):**
 - OSC has processed the initial Temporary Compensation IHR payment (Earnings Code IHP) in Administration and Institution Pay Period 24L (Administration check date 03/15/2023, Institution check date 03/23/2023) as provided in the 2022-2026 CSEA contract. A payroll bulletin with additional information will be issued soon.
- **CSEA Signing Bonus:**
 - OSC will issue a payroll bulletin outlining the specifics of this payment and identifying those employees who will be automatically processed in Administration and Institution Pay Period 1L (Administration check date 04/26/2023, Institution check date 05/04/2023) and those who will require agency submission.
- **Lost Time Recovery:**
 - When all lost time entered in a pay period cannot be recovered in full because the employee does not have enough positive earns to recover the full sum of the negative lost time, OSC must adjust the amount of lost time taken. When this situation occurs, the adjustment to the Lost Time will appear on the Agency Correction Sheet Control-D Report (NPAY776).
 - Agencies must review the NPAY776 to identify these situations.
 - For employees still in state service, the remaining lost time must be taken in subsequent pay period(s) via Time Entry when the employee has positive earnings to cover some or all of the remaining negative lost time.
- **Contacting Your Earnings Auditor:**
 - Please reference the *Agency Auditor Listing* on the PayServ homepage for the most up-to-date Auditor contact information.
- **Manually Ending Additional Pay Earnings:**
 - When an employee is no longer eligible to receive an Additional Pay earnings, the agency must insert a row on the Additional Pay page at the Effective Date level for the affected Additional Pay earnings code. The Effective Date and End Date on the inserted row must be the last day the employee is eligible to receive the Additional Pay earnings.
 - For example, if an employee currently receiving Earnings Code LOC becomes 60%/part-time on 3/29/2021 and as a result is no longer eligible to receive these earnings, a row must be inserted on

the Additional Pay page at the Effective Date level of Earnings Code LOC with an Effective Date and End Date of 3/28/2021 in order to correctly end the Additional Pay earnings.

Note: When end dating an Additional Pay record as the result of a change to the employee's job record, the row inserted on the Additional Pay page must be entered in the same pay period as the transaction on the Job Data page but prior to entering the Job Data transaction.

○ **Assigning Pay Groups:**

- In Payserv 9.2 there was a change to the process that assigns pay groups to employee records.

Note: Pay groups are used by OSC to calculate paychecks and are not updated by the agency. Whenever possible, OSC attempts to keep an employee in the same pay group. In order to accomplish this, sometimes it is necessary for OSC to insert a DTA/CPG row on Employees' Job Data records to override pay groups automatically assigned by PayServ. A program has been developed to insert these DTA/CPG rows. When submitting Job Transactions, agencies must take into account any DTA/CPG rows appearing in the employees' Job Data record and update applicable information, such as salaries or percent changes on these rows if necessary.

○ **Transactions Entered after Cutoff:**

- The Bureau of State Payroll Services has noticed a substantial number of Additional Pay, Job Request and Time Entry transactions being entered after the established agency submission deadlines each pay period.
 - As a reminder, a bulletin is issued annually containing the Schedule for Agency Payroll Submission which outlines each pay period's submission deadlines. The Fiscal Year 2022-2023 Submission Schedule is located in [State Agencies Bulletin No. 2000 | Office of the New York State Comptroller and the Fiscal Year 2023-2024 Submission Schedule is located in State Agencies Bulletin No. 2107 | Office of the New York State Comptroller](#)
 - Any updates to the submission schedule will be posted accordingly to the PayServ Bulletin Board.
- It is imperative any urgent late transactions to be entered after the established deadlines receive OSC auditor approval prior to submission.
 - Late transactions entered without approval from an OSC Auditor risk a possible overpayment or underpayment if the auditor is unaware and unable to review the transaction accordingly.
 - Late transactions without prior approval are subject to deletion without notification to the agency.

○ **Implementation Plan Required Before Processing New Payments:**

- When a new payment is approved, including, but not limited to, a 130.4 Impracticable to Recruit, Title Structure Reallocation, new or changing salary differential amount, or new overtime rate, OSC and the agency must discuss and agree upon an implementation plan before an agency can process any updates to the PayServ records of affected employees.
- Processing schedules, available resources, applicable programming development, updates to position information, and outstanding questions regarding the payment are some things to consider when developing an implementation plan. Once the implementation plan is in place, OSC will communicate next steps to the agencies including payment dates.

○ **Payments Made Pursuant to Settlement Agreements, Arbitration Awards or Court Orders**

- If an employee is owed back or front pay due to a settlement agreement, arbitration award or court order, OSC must review and approve the payment prior to the agency entering transactions into PayServ. OSC will question any transaction submitted without approval that appears to provide an employee back pay or front pay relating to one of these documents and may delete the transaction or ask the agency to return the employee to their prior status. OSC will also advise the agency to review Payroll Bulletin 1217 - New Requirements and Procedures for Processing Salary Payments Pursuant to Court Orders, Awards and Settlement Agreements which provides the full procedure for submitting these payments. Once the

required documentation is received in the Payroll Salary Awards mailbox, OSC will work with the agency during the review and payment process.

- If the employee has returned to work after a settlement or award has been signed, the agency may restore the employee to the payroll for the current pay period or the date the employee truly returned to work and began performing services for the agency, whichever is sooner, while the back pay is under review. If the return-to-work date is retroactive, the agency must enter a comment explaining the reason for the retroactive transaction.
- **Control -D Report NPAY776:**
 - Agencies must review the Control-D Correction Sheet Report (NPAY776), each pay period, to review any changes made by OSC to an employee's record, comments, or instructions for transactions that the agency will need to enter in a future pay period.
- **Action /Reason Codes:**

Agencies should verify they are using the correct Action/Reason codes when entering transactions, especially when submitting a request for an increased Hiring Rate.

DEDUCTIONS

- **Direct Deposit / AC230 Team / General Deductions:**
 - The process for the outreach and escheatment of 2021 uncashed payroll checks is beginning to wind down. Please see Payroll Bulletin 2048.1 for more information. All payroll checks issued in 2021 that remain unreconciled will be stopped and escheated to the Office of Unclaimed Funds in April of 2023.
 - Effective February 1, 2023, agencies will be unable to add/update direct deposit information from Wednesday afternoons to Thursday afternoons. The direct deposit cut off on the Agency Submission Schedule has been temporarily extended from Friday COB to Monday COB during this time. When entering a direct deposit, the Effective Date should be changed to reflect the first day of the pay period for the next unconfirmed check only. If the change is for a future check, please reference the Agency Submission Schedule to determine when you should be making the changes. For example, if making a change to the Institution Lag check date of 2/23/2023, you should enter the change between Thursday afternoon, 2/2/2023 and Monday, 2/13/2023. The Effective Date entered should be 1/26/2023.
 - Statewide Financial System (SFS) Blackout for Fiscal Year End will begin March 30, 2023. Agencies should refer to Payroll Bulletin 2117 for additional information on impact to Payroll Check Reissues, Reversals, Exchanges, and Direct Deposit Returns.
- **Retirement and Savings Plans:**
 - The New York State and Local Retirement System (NYSLRS) is expected to update the Tier 6 two-year lookback rate changes in April 2023. Questions regarding changes in retirement contributions may be directed to NYSLRS.
- **Customer Service & Garnishments:**
 - Agencies should be mindful when entering or updating employee names and addresses in PayServ. Special characters and extra spaces are problematic for W-2 and check processing.
 - On November 22, 2022, the U.S. Department of Education (Department) announced an extension of the pause on student loan repayment, interest, and collections. The team continues to monitor the situation for any future announcements should they be made.

TAX & COMPLIANCE

- **Audit and Compliance Team:**
 - A total of 305,622 2022 W-2's were mailed on January 26, 2023.

- 2022 Form W-2s for retirees with imputed income, 2022 1099-MISCs for deceased employees, and credit letters for employees who repaid overpayments from a prior year have been issued.
 - 1042-S forms (Foreign Person's U. S. Source Income Subject to Withholding) for Calendar Year 2022 will be issued at the beginning of March.
 - W-2c's for 403b after tax corrections to W-2 Box 12BB for SUNY and CUNY employees were printed and mailed on February 28, 2023.
 - Agencies should be reviewing the NTAX723 Control-D report each pay period to determine if an employee is paying New York City (NYC) taxes and not living in NYC or they are living in NYC and not paying NYC taxes. Please refer to payroll bulletin 1845 for more information.
 - OSC has begun issuing corrected W-2s for the years 2019-2022. The statute of limitations is expiring for 2019. For 2019 batches only, the final due date for agencies to update PayServ for any receipt of completed Form AC3206s is March 31, 2023. The following 2019 batches are subject to this deadline: #2164 (Workers' Compensation), #2176 (NRAs), and #s 2177 and 2178 (Credit Letters). As always, all due dates for AC3206 batches are reflected on the PayServ bulletin board
- **Workers Compensation Team:**
 - OSC has completed WC Clean Ups for 2019 and 2022 to correct taxes for employees with late changes to their 2019/2022 Workers' Comp leave and WC earnings in the final three paychecks of 2022. PayServ Bulletin Board messages with information about these batches have been posted.
 - The Workers' Comp team recently completed a review of prior year unpaid supplemental WC payments. As a result of this review, a small number of unpaid supplements from prior years have been paid in the 2/23/23 (I) and 3/1/23 (A) paychecks. Agencies can direct any questions about these WPS payments to the Workers' Comp mailbox.

SYSTEMS SUPPORT GROUP

- OSC Payroll has completed implementing changes to the PayServ system in order to comply with National Automated Clearing House Association (**NACHA**) Data Security Requirements. Users that had access to update the Request Direct Deposit panel at the time of NACHA implementation, received a new role (NSA Direct Deposit) that will allow them to continue to update; however, the Account Number will be masked, displaying only the last 4 digits of the Account Number. A new audit role has been created to allow agency users the ability to audit the transactions after they have been entered. Any new access being requested for roles related to Direct Deposit should be routed to your Agency Security Coordinator.
- **Query Help**
- A Communication, including a survey, was sent out to PSQuery users to gather information and feedback on query support and how agencies are currently utilizing the function. We are aware that there are issues accessing the survey. If you are experiencing these issues, please email the Query Help mailbox and we will provide you with the survey documents. **New York State Payroll Online (NYSPO)**
 - The SSG NYSPO team is currently working on requirements for more enhancements in NYSPO, including users to be able to update their address. Further information will available in the upcoming months.

RECENTLY ISSUED PAYROLL BULLETINS

State Agencies

[2093](#) Two-Year Look Back for Tier 6 Voluntary Defined Contribution Program (VDC)

[2094](#) PayServ Direct Deposit Access Changes Per the National Automated Clearing House Association (NACHA) Data Security Requirements

2095	Council 82 Dues Increase
2096	Reallocation of Nursing Titles
2097	District Council 37 (DC37), Local 2627 Dues Increase
2098	District Council 37 (DC37), Local 384 Dues Increase
2099	Claiming Exempt from Federal, State, and/or Local Tax Withholding in Tax Year 2023
2100	Form W-2 (Wage and Tax Statement) for Tax Year 2022
2101	2023 New York State Paid Family Leave Rate Decrease
2102	April 2020 and April 2021 PEF Longevity Payments for Long-Term Seasonal Employees
2103	April 2022 CSEA Longevity Payment for Long-Term Seasonal Employees
2104	Summary of Tax Related Changes for 2023
2105	Change to the Shift Differential Payment Amounts for Specific Nursing Titles
2106	2023 Extension of Military and Training Leave Benefits and Stipends
2107	Schedule for Agency Payroll Submission and Availability of Reports and Files
2108	April 2023 Civil Service Employees Association (CSEA) Longevity Lump Sum (LLS) Payment
2109	April 2023 Public Employees Federation (PEF) Longevity Lump Sum (LLS) Payment
2110	April 2023 Longevity Payment for Long-Term Seasonal Employees
2111	New York State Payroll System (PayServ) Fiscal Year End – Rollover of Position Pool Chart of Accounts.
2112	Form 1042-S (Foreign Person's U. S. Source Income Subject to Withholding) for Calendar Year 2022
2113	2023 Special Assignment to Duty Pay for Calendar Year 2022
2114	April 2023 Increase to Location Pay and Mid-Hudson Location Pay for Employees Represented by the Civil Service Employees Association (CSEA)
2115	Paycheck Distribution for the April 6, 2023, Institution Cycle Paychecks
2116	Maximum Salary Limit for Tier 5 Members of the New York State Police and Fire Retirement System (PFRS) and the New York State Employee's Retirement System (ERS) for Fiscal Year 2023

[2117](#) Payroll Check Reissues, Reversals, Exchanges, and Direct Deposit Returns during the Statewide Financial System (SFS) Blackout for Fiscal Year End

State Agencies (Reissued/Updated)

[1949.4](#) Pilot Program Establishing a Temporary Overtime Rate for Employees in Certain Titles Represented by the Public Employees Federation (PEF) or the Civil Service Employees Association (CSEA) Working at the Office of Children and Family Services (OCFS)

[1986.3](#) Pilot Program Establishing a Temporary Overtime Rate for Employees in Certain Titles Represented by the Public Employees Federation (PEF) or the Civil Service Employees Association (CSEA) Working at the Office of Mental Health (OMH)

[1987.3](#) Pilot Program Establishing a Temporary Overtime Rate for Employees in Certain Titles Represented by the New York State Correctional Officers and Police Benevolent Association (NYSCOPBA) Working at the Office of Mental Health (OMH)

[1988.3](#) Pilot Program Establishing Temporary Overtime Rates for Employees in Certain Titles Represented by Council 82 AFSCME AFL-CIO (C82) Working at the Office of Mental Health (OMH)

[1989.3](#) Pilot Program Establishing a Temporary Overtime Rate for Employees in Certain Titles Represented by the Public Employees Federation (PEF) or the Civil Service Employees Association (CSEA) Working at the Office for People with Developmental Disabilities

[1990.3](#) Pilot Program Establishing a Temporary Overtime Rate for Employees in Certain Titles Represented by the New York State Correctional Officers and Police Benevolent Association (NYSCOPBA) Working at the Office for People with Developmental Disabilities

[1991.3](#) Pilot Program Establishing a Temporary Overtime Rate for Employees in Certain Titles Represented by Council 82 AFSCME AFL-CIO (C82) Working at the Office for People with Developmental Disabilities (OPWDD)

[1999.3](#) Pilot Program Establishing a Temporary Overtime Rate for Employees in Certain Titles Represented by the Public Employees Federation (PEF) or the Civil Service Employees Association (CSEA) Working at the Department of Corrections and Community Supervision

[2021.3](#) Pilot Program Establishing a Temporary Overtime Rate for Employees in Certain Titles Represented by the Public Employees Federation (PEF) or the Civil Service Employees Association (CSEA) Working at Addiction Treatment Centers (Department ID 53500)

[2086.1](#) Updated Direct Deposit Guidance

[1971.1](#) Direct Deposit Guidance and Audit Query

[1995.3](#) Pilot Program Establishing a Temporary Overtime Rate for Employees in Certain Titles Represented by the Public Employees Federation (PEF) or the Civil Service Employees Association (CSEA) Working at a Department of Health (DOH) Facility

[1996.3](#) Pilot Program Establishing a Temporary Overtime Rate for Employees in Certain Titles Represented by the New York State Correctional Officers and Police Benevolent Association (NYSCOPBA) Working at a Department of Health (DOH) Facility

[1997.3](#) Pilot Program Establishing a Temporary Overtime Rate for Employees in Certain Titles Represented by Council 82 AFSCME AFL-CIO (C82) Working at a Department of Health (DOH) Facility

[1949.5](#) Pilot Program Establishing a Temporary Overtime Rate for Employees in Certain Titles Represented by the Public Employees Federation (PEF) or the Civil Service Employees Association (CSEA) Working at the Office of Children and Family Services (OCFS)

[2094.1](#) PayServ Direct Deposit Access Changes Per the National Automated Clearing House Association (NACHA) Data Security Requirements

[1971.2](#) Direct Deposit Guidance and Audit Query

[2048.1](#) Outreach and Escheatment of 2021 Uncashed Payroll Checks

CUNY

[CU-753](#) District Council 37 (DC37), Local 2054 Dues Increase

[CU-754](#) District Council 37 (DC37), Local 983 Dues Increase

[CU-756](#) 2022 City University of New York (CUNY) Nurses Health Specialty Differential

[CU-757](#) City University of New York (CUNY) Health Benefits Buy-Out Waiver Program for Payment Cycle of 07/01/2022 – 12/31/2022

[CU-758](#) CUNY Elevator Mechanic Rate Increases 2023

[CU-759](#) CUNY Retroactive Salary Rate Increases for Steamfitter and Steamfitter's Helper

[CU-760](#) District Council 37 (DC37), Local 1087 Dues Increase

OTHER

[Other-66](#) April 2023 State University Construction Fund (SCF) Civil Service Employees Association (CSEA) Longevity Lump Sum (LLS) Payment

HOUSING

[DH-124](#) April 2023 District Council 37 (DC 37) Rent Regulation Services Unit Longevity Lump Sum (LLS) Payment

SUNY

[SU-339](#) Two-Year Look Back for Tier 6 SUNY Optional Retirement Plan (ORP)

SUNY (Reissued/Updated)

[SU-321.3](#) Pilot Program Establishing Temporary Overtime Rates for Employees in Certain Titles Represented by the United University Professions (UUP) Working at a State University of New York (SUNY) University Hospital

[SU-322.3](#) Pilot Program Establishing Temporary Overtime Rates for Employees in Certain Titles Represented by the NYS Correctional Officers and Police Benevolent Association, Inc. (NYSCOPBA) Working at a State University of New York (SUNY) University Hospital

SU-323.3	Pilot Program Establishing Temporary Overtime Rates for Employees in Certain Titles Represented by the Police Benevolent Association of NYS, Inc. (PBANYS) Working at a State University of New York (SUNY) University Hospital
SU-314.3	Pilot Program Establishing Temporary Overtime Rates for Employees in Certain Titles Represented by the Public Employees Federation (PEF) or the Civil Service Employees Association (CSEA) Working at a State University of New York (SUNY) University Hospital

Courts

UCS-313	District Council 37 (DC37), Local 1070, Dues Increase
UCS-314	2023 Judicial Ratification Bonus for All Bargaining Units with Ratified Contracts
UCS-315	Annual Leave and/or Compensatory Time Exchange Program
UCS-316	April 2021 and April 2022 State of New York Unified Court System Retroactive Salary Increases
UCS-317	April 2022 Unified Court System (UCS) Retroactive Judicial Longevity Bonus (JLO) Increase for Eligible Employees
UCS-318	April 2022 Unified Court System (UCS) Retroactive Judicial Longevity Payment (JLP) Increase for Eligible Employees
UCS-319	Retroactive April 2022 UCS SLED Payment Increase

If you would like to be added to the bulletin distribution list, please email: payroll@osc.ny.gov.

CONTACT US

If you are unable to connect to PayServ, please email the OSC Network Team at:

OSC_NetworkServices@osc.ny.gov

General Inquiries:

Payroll@osc.ny.gov

Deduction/Garnishments:

PayrollDeduction@osc.ny.gov

Earnings:

PayrollEarnings@osc.ny.gov

Tax and Compliance:

TaxandCompliance@osc.ny.gov

System Questions:

PayrollSystemQuestions@osc.ny.gov

MAINTAIN CONTACT INFORMATION

Now more than ever accurate contact information is crucial. To ensure you receive up to date information, please review and update your agency's contact information in InterTrac/MACROS.

[Modify InterTrac/MACROS](#)

NEXT ISSUE

Please send your questions and suggestions of what you would like to see in our next issue to Jennifer Corbett at:

MJCorbett@osc.ny.gov.

Position Management:

PositionManagement@osc.ny.gov

Query Help:

queryhelp@osc.ny.gov

For additional assistance, please consult the Payroll Services Directory on the PayServ Bulletin Board for contact information by section.