



State of North Carolina Office of the State Controller

Michael F. Easley, Governor

Robert L. Powell, State Controller

September 5, 2003

MEMORANDUM NO. PR2003-016

TO: All Agencies Served by the State Controller's Office
Payroll Section

FROM: Roger Farmer
Payroll Administrator

SUBJECT: Bonus Pay

For the October payroll we will be posting the Legislative Increase from the file we receive from OSP as an 'I' cycle Bonus Pay. The transmittal will be produced in September so adjustments can be made accordingly. The Bonus Pay will be posted using the master subhead with "999" in the sub account. The system will merge the "I" cycle as it does the "M" (Premium) and "O" (Longevity) with the "A" (Monthly) cycle. This bonus will be reflected on the "A" cycle register as a separate split line. The Bonus Pay is subject to retirement and taxes.

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