



State of North Carolina Office of the State Controller

Michael F. Easley, Governor

Robert L. Powell, State Controller

December 1, 2003

MEMORANDUM NO. PR2003-019

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

FROM: Roger Farmer
Payroll Administrator

SUBJECT: SEANC Dues and Insurance Deductions

The payroll system now receives an electronic file from the State Employees Association of North Carolina. The file automatically updates each month the two SEANC deduction codes 476 (SEANC-Dues) and 500 (SEANC-INSURANCE). Employees who wish to stop these deductions must now contact the SEANC Office directly. Your agency should provide notification to your employees concerning this change. If your agency deletes one of these deductions from your payroll and the employee fails to notify the SEANC Office, then the deduction will again appear on the payroll transmittal the next month. Also, the deductions will continue to appear each month, until their cancellation by the SEANC Office.

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