

PAYROLL CODE DEFINITIONS

Pay Code

- 016 - Positive hours. For Food Services employee use only.
- 030 - Time worked over 12 hours/day. Report actual overtime hours worked, do not multiply by 2.
- 031 - Working with Contractors pay will be additional half of employee's straight time rate. (For Unit A employee use only.)
- 032 - Time worked over the regularly scheduled hours/day or 40 hours/week. Report actual overtime hours worked, do not multiply by 1.5.
- 033 - Working with Contractors-OT pay, will be additional 0.75 of employee's straight time rate. (For Unit A employee use only).
- 034 - Extra straight time worked for employee whose contract is less than 100%. For Unit A and Unit 1 employee use only.
- 035 - Extra straight time worked for employee whose total hours are more than 174 hours. For Food Services Employees Only.
- 050 - Hazardous-regular pay. Hours worked during regular scheduled hours, will be paid at 3 times the regular rate. (For UNIT A employee use ONLY)
- 052 - Modified hazardous-regular pay. Hours worked during regular scheduled hours, will be paid at 2 times the regular rate. (For UNIT A employee use ONLY)
- 057 - Hazard Pay OfT. Hours worked during OfT hours, will be paid at 4.5 times the regular rate. (For Unit A employee use ONLY)
- 058 - Mod Hz Pay-OfT. Hours worked during OfT hours, will be paid at 3 times the regular rate. (For Unit A employees use ONLY)
- 150 - Holiday pay. For Food Services employee use only.
- 170 - [Vacation pay.](#)
- 180 - [Sick pay.](#)
- 220 - Military leave. Employee must submit to Personnel a copy of military orders.
- 240 - Bereavement leave. Employee must state relationship:
- 255 - Industrial Leave. Employee must file with campus health counselor or District. Human Resource Office a claim of injury and obtain a physician's authorization for disability.
- 260 - Jury duty. Employee must submit to Payroll a copy of the court document.
- 270 - [Overtime worked for compensatory time.](#)
- 290 - [Compensatory time taken. Hours used against overtime work accrued under code 270.](#)
- 300 - [Personal leave.](#)
- 400 - Furlough.
- 420 - Unpaid leave. Supervisor must submit to Payroll and Personnel employee's request as approved.
- 450 - Unauthorized absence.
- 460 - Suspension