Understanding Reserve Pay Processing in Direct Access

Overview

Introduction

This guide provides Serving Personnel Offices (SPOs) with a broad understanding of how pay transactions are processed for Reserve Component members in Direct Access (DA).

Direct Access and Reserve Pay

As of 4 September 2020, a system enhancement to DA now requires no additional effort on the part of the member nor the SPO for retroactive transactions. While IDT drills and Active Duty orders should still be processed **timely** and **sequentially**, DA will no longer "push" a Reserve member's pay two pay periods into the future due to IDT drills and/or Active Duty orders being processed out of sequence or retroactively.

Accuracy goes hand in hand with timeliness. Erroneously approved Reserve pay transactions that require correction only complicate the issue.

Known Issue

For Command Users/Supervisors who hold **BOTH** the status of Reservist and CG Civilian employee, it is **VERY IMPORTANT** that they **DO NOT** Complete or Approve/Deny any IDT Drills in DA. If the Command User/Supervisor holds dual status, Completing or Approving/Denying an IDT Drill could cause an error resulting in non-payment to the drilling Reservist.

This is a known issue. While PPC is currently working to correct this issue, it is important for those who are both a Reservist and CG Civilian to **NOT** Complete or Approve/Deny IDT Drills.

RELADs and Debts

Reservists with an established/existing debt will have the debt collected from any available pay upon release from active duty (RELAD). This is not an error; DA is designed to collect a debt from any available pay upon a RELAD.

Contents

Topic	See Page
Job Data	2
Pay Calendars, Pay Groups, and Pay Cuts	5
Timing	9
Reserve AD and IDT Pay in Direct Access	15
Troubleshooting Reserve Drill Pay	21

Job Data

Introduction

This section provides information on the Job Data component in Direct Access (DA).

Learn more about Job Data

Review the Understanding Job Data user guide to learn more about Job Data.

What are Job Data Rows?

Job Data rows are the 'nerve center' of Direct Access. All PCS transfers, Reserve orders, promotions/advancements, annual pay changes, etc., create Job Data rows in a member's record. **The creation of these Job Data rows must be sequentially linear by date from most current to the oldest.** When a transaction is processed after the effective date, it may cause problems if there was another Job Data row created between the effective date of the original transaction and the actual date it was approved and processed.

Example: After-the-Fact Approvals

Example 1: A Reserve member has a set of Active Duty orders that began 23 December 2018, but the SPO did not approve the orders until 6 January 2019. On 1 January 2019, the annual Legislative Pay Changes (LPC) were loaded into DA and an LPC Job Data row was created with an effective date of 1 January 2019 to reflect the new salary plan.

When the SPO attempted to approve the orders on 6 January 2019, a Reserve Order Begin (ROB) Job Data row is needed with an effective date of 23 December 2018 (the start date of the orders) to change the member from a drilling Reserve member to a Reserve member on Active Duty. Since there was an LPC Job Data row with an effective date of 1 January 2019, the ROB Job Data row with an effective date of 23 December 2018 cannot process as this date is older than the most recent LPC Job Data row.

The member's Active Duty pay will **NOT** process until a PPC Customer Care Ticket is submitted so PPC can manually insert the ROB Job Data row before the January 1, 2019 LPC Job Data row.

Continued on next page

Job Data, Continued

Example: After-the-Fact Approvals, continued

Example 2: A Reserve member has a set of Active Duty orders that began 05 July 2020, but the SPO did not approve the orders until 09 July 2020 (paycut). On 08 July 2020, a Job Data row was created when the member hit their longevity step increase.

When the SPO attempted to approve the orders on 09 July 2020, a ROB Job Data row is needed with an effective date of 05 July 2020 (the start date of the orders) to change the member from a drilling Reserve member to a Reserve member on Active Duty. Since there was a Salary Increase (By Step) Job Data row with an effective date of 08 July 2020, the ROB Job Data row with an effective date of 05 July 2020 **cannot** process as this date is older than the most recent Job Data row.

The member's Active Duty pay will **NOT** process until a PPC Customer Care Ticket is submitted so PPC can manually insert the ROB Job Data row before the Salary Increase (By Step) Job Data row.

**** It is imperative that PAO's review member's Job Data prior to, as well as after, approving a member's Active Duty orders to verify the ROB row is sequential and ensure the ROB row is created in an ACTIVE pay group per Payroll tab**. See the Personnel and Pay Procedures (3PM), Chapter 11, Section A & B for more information on Audit practices.

Continued on next page

Job Data, Continued

Corrections

Corrections may require manual intervention by PPC to correct Job Data rows due to transactions processed out of sequence. This **WILL** result in delays to Reserve members' pay. Additionally, an off-cycle payment from PPC may not be available because the payment must be posted to a pay calendar before PPC can process an off-cycle payment. An out of sequence pay transaction may not generate a payment until the member's Job Data row changes back to the respective pay status.

The **ONLY** way to ensure unnecessary delay of a Reserve member's pay is to approve ALL IDT and/or AD orders **sequentially, timely, and accurately**.

This may require the coordination of all involved:

- DXRs
- Member
- P&A Office
- SPO
- Supervisors

Please use the payroll processing calendar smartly to ensure all Reserve IDT and/or AD orders are entered/approved **sequentially** within the same pay calendar as the effective date(s) of the orders.

Pay Calendars, Pay Groups, and Pay Cuts

Introduction

This section provides an overview of Pay Calendars, Pay Groups, and Pay Cuts in Direct Access (DA).

What are Pay Calendars?

In Direct Access, pay calendars are tables which define pay period begin and end dates. There are two pay calendars each month:

- The first is for calendar dates 1 – 15 (Mid-Month).
- The second is for calendar dates 16 – 28/29/30/31 (End-Month).

Only 1 pay calendar is open and active within DA at any given time.

Please see the Pay Calculation Results user guide located on PPC's website for more information and guidance on pay calendars.

What are Pay Cuts?

During each bi-monthly calendar there is a set schedule posted to indicate when the pay calendar is open for SPOs to enter transactions and the date of the SPO Data Entry Cut Off (pay cut) for the pay calendar.

After pay cut, no further SPO transactions are authorized to be approved in DA for the respective pay calendar.

The time between the SPO pay cut and the payroll finalization date are:

- Pay cut ends at 2000 Central Time.
- Finalization occurs the next day to allow PPC to finish processing pay correction transactions.

The final step of payroll finalization is the opening of the next bi-monthly calendar. As soon as the next bi-monthly calendar populates, the SPO may resume entering pay transactions into DA until the next SPO pay cut date.

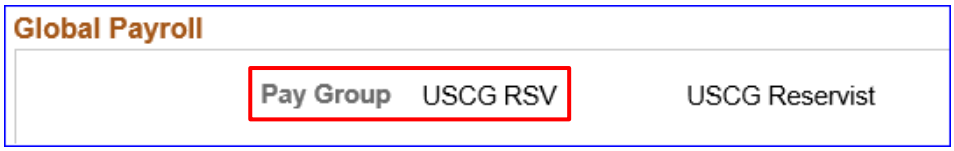
Continued on next page

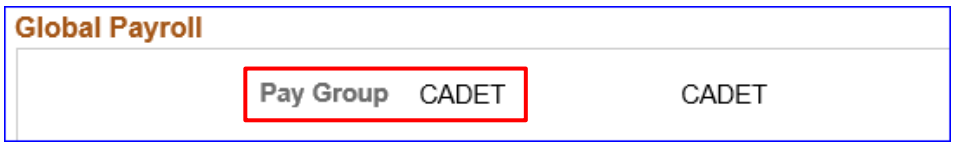
Pay Calendars, Pay Groups, and Pay Cuts, Continued

What are Pay Groups?

In Direct Access, a Pay Group is a grouping of payees to be processed together. Members of the Coast Guard are assigned to one of three Pay Groups. These Pay Groups are **USCG** (Active Duty), **USCG RSV** (Reserve), and **CADET** (Academy Cadets).

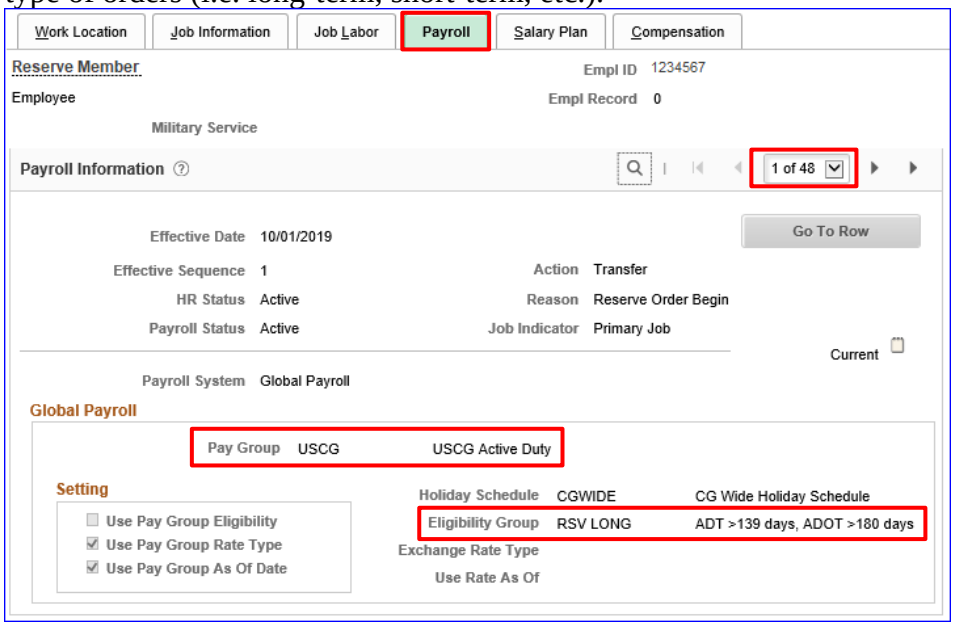
All drilling Reservists are assigned to the USCG RSV Pay Group while all Active Duty (AD) members are assigned to the USCG Pay Group. When a Reservist is on AD orders, they will be **temporarily** moved to the USCG Pay Group for the duration of the AD orders.





Determining what Pay Group a Reservist is Currently Assigned to?

A SPO user can determine which Pay Group a Reserve member is currently assigned to by navigating to Job Data in DA and reviewing the Payroll tab of the **most current** Job Data row. If the Reserve member is currently on Active Duty orders, the Eligibility Group will display the type of orders (i.e. long-term, short-term, etc.).



Continued on next page

Pay Calendars, Pay Groups, and Pay Cuts, Continued

Pay Group Eligibility

Each Pay Group has one Eligibility Group assignment. This Eligibility Group contains the element groupings (pay entitlements) the payee is eligible to receive.

Under the Payroll tab of Job Data, the **Use Pay Group Eligibility** checkbox **WILL** be checked for:

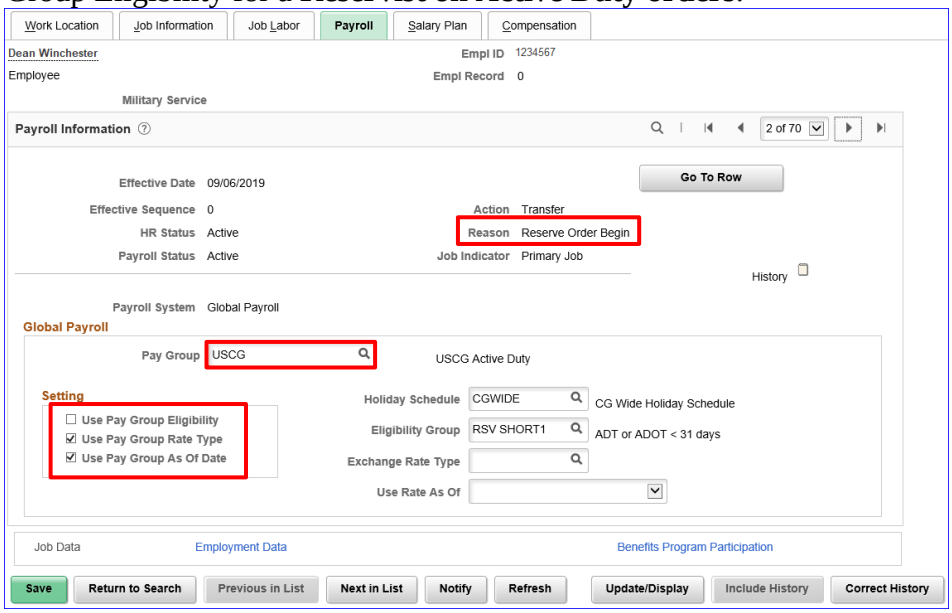
- Active Duty members assigned to USCG Pay Group
- Cadets assigned to CADET Pay Group
- Reserve members assigned to USCG RSV Pay Group

The **Use Pay Group Eligibility** checkbox **WILL NOT** be checked for:

- Reserve Members on AD orders temporarily assigned to the USCG (Active Duty) Pay Group

If this box is erroneously checked/unchecked, then a PPC Customer Care ticket is required to get this corrected.

The below example correctly reflects the Pay Group and Use of Pay Group Eligibility for a **Reservist on Active Duty orders**:

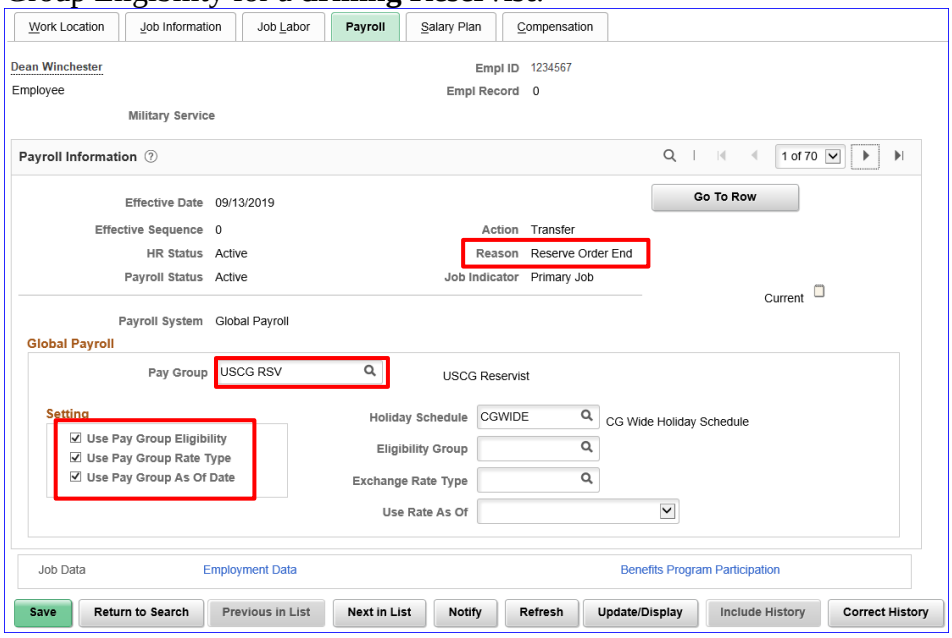


Continued on next page

Pay Calendars, Pay Groups, and Pay Cuts, Continued

Pay Group Eligibility, continued

The below example correctly reflects the Pay Group and Use of Pay Group Eligibility for a **drilling Reservist**:



Payroll Processing Schedule

The Military Payroll Processing schedule (payroll finalization) is released annually via E-Mail ALSPO and can be found on PPC's website at: https://www.dcms.uscg.mil/ppc/mas/

Timing

Introduction

This section discusses the importance of submitting and approving Reserve pay transactions in a timely manner in Direct Access (DA).

IMPORTANT

When approving IDT for pay and approving Active Duty orders, it is important to **allow each transaction to process through a nightly calculation** to ensure they do not overlap and therefore result in the member not receiving their drill pay.

For example, a member who performed an IDT drill on October 6th and then executes their Active Duty orders on October 7th. The SPO should approve the IDT drill on October 7th and approve the Reporting Endorsement on October 8th to allow the IDT drill to **process through a nightly calculation**. For more information on nightly calculations, please see the Pay Calculation Results user guide.

**** It is imperative that PAO's review a member's drills prior to approving each set of Active Duty orders to avoid pay discrepancies.**

Why is it so important to process Reserve pay transactions sequentially, timely, and accurately?

When the Reporting Endorsement for a Reserve set of Active Duty orders is approved, a Job Data row (Reserve Order Begin) is created and moves the member to the Active Duty Pay Group. When the Departing Endorsement is approved for the same set of orders, another Job Data row (Reserve Order End) is created and sets the member back to the Reserve Pay Group (See Pay Calendars, Pay Groups, and Pay Cuts in the previous section).

A very useful tool to determine if an IDT Drill has been processed is the View Member Drills report provided in Direct Access (DA).

If the SPO approves the IDT drill and then approves a set of Active Duty orders (or vice versa) on the following day and in **sequential** order, allowing each to process through a nightly calculation and both the IDT and the Active Duty orders effective dates are in the same pay calendar, both should process for payment.

The following example shows the effects of a timely submission.

Continued on next page

Timing, Continued

Example: Back to Back AD Orders – Processed Timely

In this example, the Reserve member is performing continuous periods of Active Duty. Because the Departing Endorsement and Reporting Endorsement were processed timely, the Reserve member did not experience a break in pay.

Search Results

View All — First 1-28 of 28 Last

Empl ID	Name	Job Code	Employee Category	Trans ID	Order Status	Duty Type	Authority Code	Begin Date	End Date	Department
1234567	Scooby Doo	YN2	SEL	2579721	En route	ADOS-AC	10 U.S.C. 12301(d	08/19/2019	12/06/2019	PPC SEPARATIONS BR
1234567	Scooby Doo	YN2	SEL	2543595	Finished	ADOS-AC	10 U.S.C. 12301(d	03/04/2019	08/18/2019	PPC TRAVEL BR

The Departing Endorsement for the first set of Active Duty orders, spanning 03/04 – 08/18, was approved on 08/16/2019.

Reserve Orders | Travel | Notes | Funding | Leave | Approval | Audit

Scooby Doo — EMP — Empl ID: 1234567 — Empl Record: 0

Trans ID: 2543595 — Order Action: — Go

Order Begin Date: 03/04/2019 — Order Type: Reserve

Order End Date: 08/18/2019 — Order Status: Finished

Route for Approval

Approval Type:

User ID:

Dept of Approving SPO: 007800 — PPC PROCEDURES & DEV SECTION

Comment:

Submit

Reserve Order Amend Approval

Reserve Order Amend: Approved — View/Hide Comments

One Level Approval

Approved

Velma Dinkley
SPO Supervisor
08/16/19 - 2:42 PM

Comments

Velma Dinkley at 08/16/19 - 2:42 PM
<No Comments>

Daphne Blake at 08/16/19 - 2:31 PM
<No Comments>

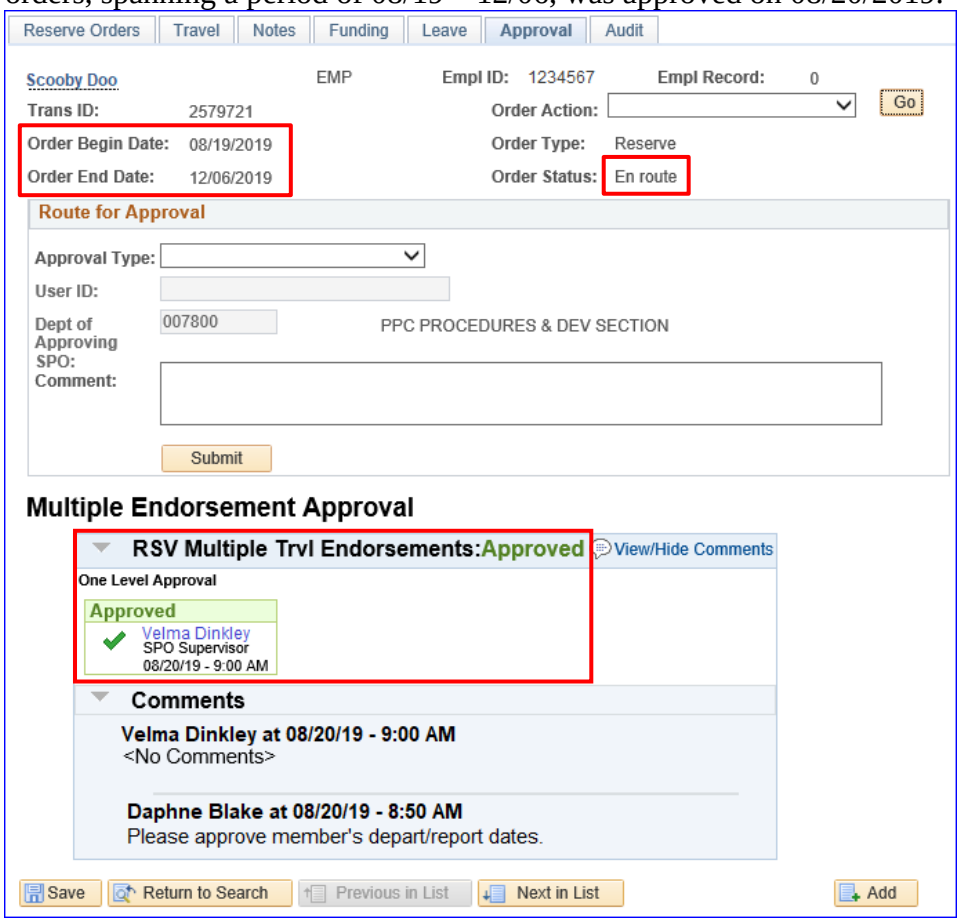
Save | Return to Search | Previous in List | Next in List | Add

Continued on next page

Timing, Continued

Example: Back to Back AD Orders – Processed Timely, continued

The Reporting Endorsement for the member's next set of Active Duty orders, spanning a period of 08/19 – 12/06, was approved on 08/20/2019.



Continued on next page

Timing, Continued

Example: Back to Back AD Orders – Processed Timely, continued

Here is what the member's Payslip looks like when both sets of Active Duty Orders are processed within the same pay calendar: Notice the two net Pay Distributions. These will coincide with the member's Pay Calculation Results.

EARNINGS

Description	Current
BAH WITH DEP	574.80
BAH WITH DEP	116.40
BAS -ENL	147.75
BAS -ENL	36.94
BASIC PAY	280.44
BASIC PAY	1121.76
CLOTHING SMA	17.19
CLOTHING SMA	4.30
TOTAL:	2299.58

TAXES

Description	Current	YTD
FICA	107.26	2502.92
FITW	141.18	3106.20
SWT	54.00	579.76
TOTAL:	302.44	6188.88

DEDUCTIONS

Description	Current
FSGLI	2.25
SGLI	12.00
TSGLI	0.50
TOTAL:	14.75

ALLOTMENTS

Description	Current
TOTAL:	0.00

	OASDI WAGES	MEDICARE WAGES	FED TAXABLE GROSS	STATE TAXABLE GROSS	NET PAY
Current	1402.20	1402.20	1402.20	280.44	1982.39
YTD	32718.00	32718.00	32718.00	32718.00	43164.25

LEAVE SUMMARY

Begin Regular Leave Balance	8.5
+ Regular Leave Earned	0.6
- Regular Leave Used	0.0
- Regular Leave Lost	0.0
- Regular Leave Sold	0.0
End Regular Leave Balance	11.5
End Reserve Leave Balance	11.5
End Combat Exempt Balance	0.0
End Special Leave Carryover Balance	0.0
Regular Leave Sold (Career-to-date)	0.0

NET PAY DISTRIBUTION

Account Type	Account Number	Deposit Amount
Checking		384.68
Checking		1597.71
TOTAL:		1982.39

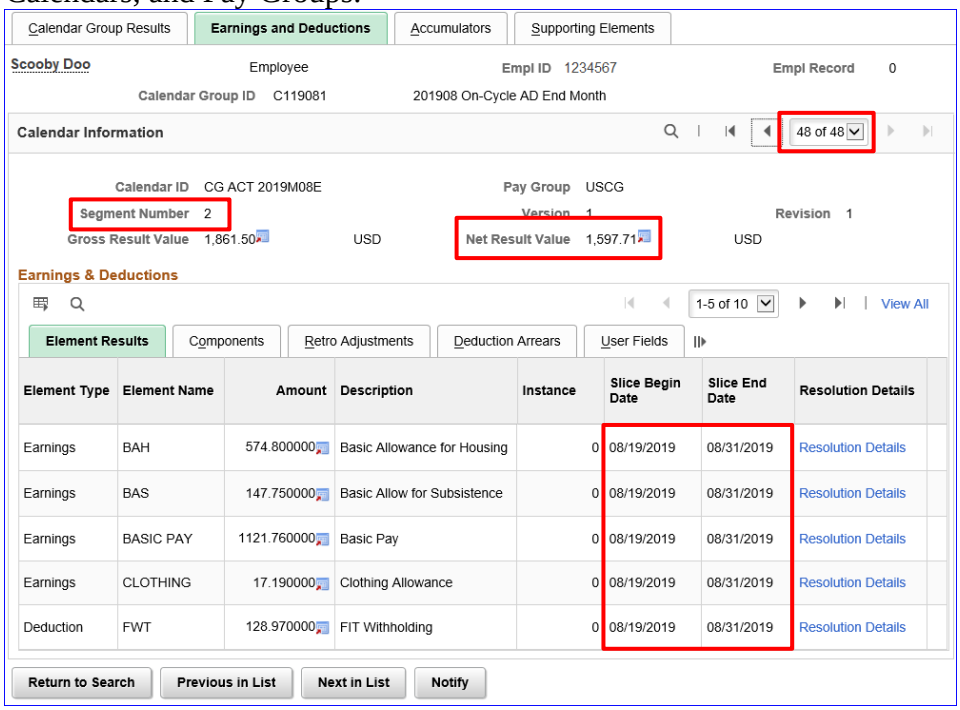
Continued on next page

Timing, Continued

Example: Back to Back AD Orders – Processed Timely, continued

Remember the two separate Net deposits. Below is the Pay Calculation Results for the Net Deposit of $1597.71. This segment of pay covers the period of 08/19/2019 – 08/31/2019 (Slice Begin and Slice End Dates) which is the start of the second set of Active Duty orders.

NOTE: See the Pay Calculation Results user guide for more information on navigating and researching a member's Pay Calculation Results, Pay Calendars, and Pay Groups.

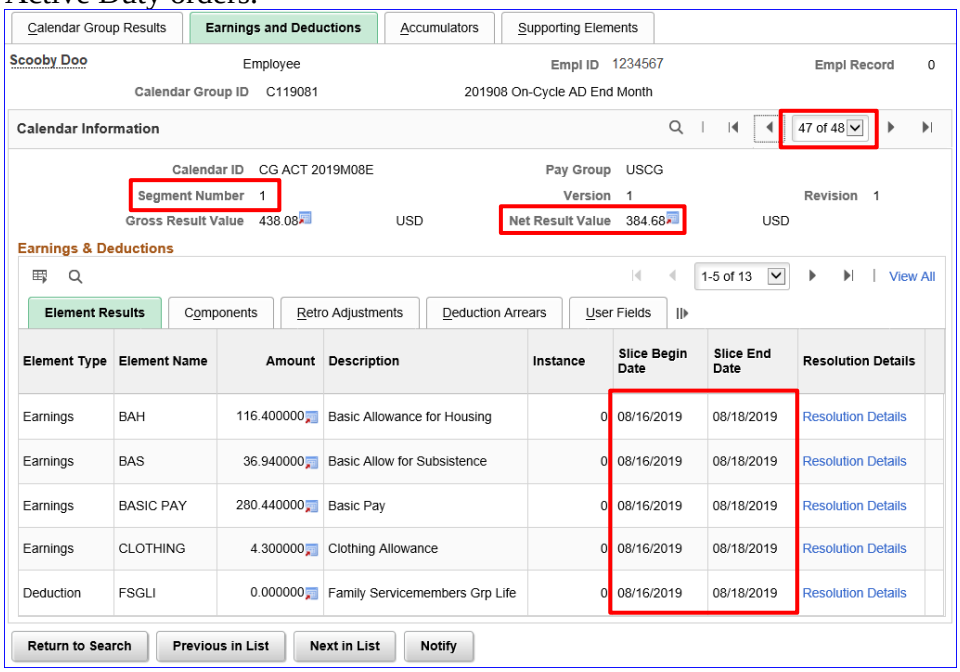


Continued on next page

Timing, Continued

Example: Back to Back AD Orders – Processed Timely, continued

Below is the Pay Calculation Results for the Net Deposit of $384.68. This segment of pay covers the period of 08/16/2019 – 08/18/2019 (Slice Begin and End Dates) which covers through the end of the first set of Active Duty orders.



Reserve AD and IDT Pay in Direct Access

Information

Here is some important information regarding Reserve Active Duty (AD) and IDT Pay:

1. If the IDT and ADT/AD Orders are input and approved during the pay calendar in which performed (and prior to the payroll cut-off), then they will both be paid on the same scheduled pay day.

   - Example 1: A Reservist performed ADT-AT from 4/1 - 4/6 and performed multiple IDT drills on 4/7 - 4/8. Both were input/approved **timely and sequentially** with each approval being allowed to process through a nightly calculation. The Reservist was paid for both periods of duty in their mid-month April pay.

2. Any Reserve AD orders put in an En route status after a Payroll Finalization date (see the Payroll Processing Schedule) will automatically be processed as a "retroactive" transaction.

   - Example 2: A Reservist received AD orders for period 7/15 - 7/25. The Payroll Finalization date for that pay calendar is 7/20 and the SPO did not place orders in an En route status until 7/22. Since the orders were not En route by the Payroll Finalization date, DA will process the orders as a retroactive transaction.

   - Example 3: A Reserve member received AD orders for period 7/22 -7/27. Payroll Finalization was on 7/20. Because the start date is after Payroll Finalization date for the pay calendar, DA will automatically process the orders as a retroactive transaction.

See the Pay Calculation Results user guide for more information on retroactive transactions.

Example: IDT and Active Duty Pay in Same Pay Period

In this example, the Reserve member performed IDT drills on 08/05-08/06 and Active Duty for 09/08-09/20.

The member's IDT drills were approved on 09/20/19 and the Departing Endorsement for their AD orders was approved on 09/16/19. Even though there was a significant delay between performing the IDT drills and approving them, because they were **NOT** approved while the member was in an Active Duty Pay Group (approved while the member was on orders); both the IDT drills and the Active Duty pay paid out on the same pay calendar.

Continued on next page

Reserve AD and IDT Pay in Direct Access, Continued

Example: IDT and Active Duty Pay in Same Pay Period, continued

The View Member Drills report indicates the member drilled on 08/05 and 08/06 and the IDT drills were **approved on 09/20**.

NOTE: In this example, there was a significant delay between performing and approving the IDT drills resulting in them being processed out of sequence (approved AFTER the completion of AD).

8/6/2019	IDT - Multiple	Completed	Y	Full	Approved	9/20/2019 7:08	CG RSV 2019M08M	2.000000
8/5/2019	IDT - Multiple	Completed	Y	Full	Approved	9/20/2019 7:07	CG RSV 2019M08M	2.000000

Member Drills 17

ID	Drill Date	Drill Type	Drill Status	Approved	Pay Code	Pay Approval	Pay Approved On	OTPI Calendar	OTPI Units	OTPI Created On	Paid In Pay Cycle	Identified In Pay Cycle
1234567	12/17/2019	IDT - Multiple	Scheduled	Y	Full	Pending	10/9/2018 14:19		0.000000			
1234567	12/16/2019	IDT - Multiple	Scheduled	Y	Full	Pending	10/9/2018 14:19		0.000000			
1234567	11/20/2019	IDT - Multiple	Scheduled	Y	Full	Pending	10/9/2018 14:19		0.000000			
1234567	11/19/2019	IDT - Single	Scheduled	Y	Half	Pending	10/9/2018 14:19		0.000000			
1234567	10/8/2019	IDT - Multiple	Completed	Y	Full	Approved	10/23/2019 14:07	CG RSV 2019M10M	2.000000	10/23/2019 14:07	C119110	C119110
1234567	10/7/2019	IDT - Multiple	Completed	Y	Full	Approved	10/23/2019 14:07	CG RSV 2019M10M	2.000000	10/23/2019 14:07	C119110	C119110
1234567	8/6/2019	IDT - Multiple	Completed	Y	Full	Approved	9/20/2019 7:08	CG RSV 2019M08M	2.000000	9/20/2019 7:08	C119091	C119091
1234567	8/5/2019	IDT - Multiple	Completed	Y	Full	Approved	9/20/2019 7:07	CG RSV 2019M08M	2.000000	9/20/2019 7:07	C119091	C119091
1234567	7/9/2019	IDT - Multiple	Completed	Y	Full	Approved	7/22/2019 15:39	CG RSV 2019M07M	2.000000	7/22/2019 15:39	C119071	C119071
1234567	7/8/2019	IDT - Multiple	Completed	Y	Full	Approved	7/22/2019 15:38	CG RSV 2019M07M	2.000000	7/22/2019 15:38	C119071	C119071
1234567	6/11/2019	IDT - Multiple	Completed	Y	Full	Approved	6/18/2019 10:11	CG RSV 2019M06M	2.000000	6/18/2019 10:11	C119061	C119061
1234567	6/10/2019	IDT - Multiple	Completed	Y	Full	Approved	6/18/2019 10:12	CG RSV 2019M06M	2.000000	6/18/2019 10:12	C119061	C119061
1234567	5/9/2019	IDT - Multiple	Completed	Y	Full	Approved	5/21/2019 14:03	CG RSV 2019M05M	2.000000	5/21/2019 14:03	C119051	C119051
1234567	5/8/2019	IDT - Multiple	Completed	Y	Full	Approved	5/21/2019 14:03	CG RSV 2019M05M	2.000000	5/21/2019 14:03	C119051	C119051
1234567	4/10/2019	IDT - Multiple	Completed	Y	Full	Approved	4/11/2019 11:59	CG RSV 2019M04M	2.000000	4/11/2019 11:59	C119041	C119041
1234567	4/9/2019	IDT - Multiple	Completed	Y	Full	Approved	4/11/2019 11:57	CG RSV 2019M04M	2.000000	4/11/2019 11:57	C119041	C119041
1234567	4/8/2019	IDT - Multiple	Completed	Y	Full	Approved	4/11/2019 11:55	CG RSV 2019M04M	2.000000	4/11/2019 11:55	C119041	C119041

The Departing Endorsement for the member's Active Duty orders spanning a period of 09/08 – 09/20 was approved on 09/16 and allowed to process through a **nightly calculation** before the IDT drills were approved for pay.

Reserve Orders | Travel | Notes | Funding | Leave | Approval | Audit

Sam Winchester EMP Empl ID: 1234567 Empl Record: 0

Trans ID: 2571443 Order Action: Go

Order Begin Date: 09/08/2019 Order Type: Reserve

Order End Date: 09/20/2019 Order Status: Finished

Route for Approval

Approval Type:

User ID:

Dept of Approving SPO: 007800 PPC PROCEDURES & DEV SECTION

Comment:

Submit

Approve Reserve Travel Depart

Reserve Departing Endorsement: Approved View/Hide Comments

One Level Approval

Approved

Jody Mills
SPO Supervisor
09/16/19 - 3:16 PM

Comments

Jody Mills at 09/16/19 - 3:16 PM
<No Comments>

Bobby Singer at 09/16/16 - 2:52 PM
<No Comments>

Save | Return to Search | Previous in List | Next in List | Add

Continued on next page

Reserve AD and IDT Pay in Direct Access, Continued

Example: IDT and Active Duty Pay in Same Pay Period, continued

Here is what the member's Payslip looks like when both IDT drills and AD orders process in the same pay calendar: Notice the two Net Pay Distributions. These will coincide with the member's Pay Calculation Results.

Description	Current
BAS	67.84
BAS - OFF	42.40
BASIC	1475.20
BASIC PAY	922.00
DRILL PAY	737.60
TOTAL:	3245.04

Description	Current	YTD
FICA	239.81	5329.84
FITW	381.42	7615.60
SWT	145.13	2589.54
TOTAL:	766.36	15534.98

DEDUCTIONS		ALLOTMENTS	
Description	Current	Description	Current
SGLI	24.00		
TSGLI	1.00		
TOTAL:	25.00	TOTAL:	0.00

	OASDI WAGES	MEDICARE WAGES	FED TAXABLE GROSS	STATE TAXABLE GROSS	NET PAY
Current	2397.20	2397.20	2397.20	737.60	1859.15
YTD	23776.88	23776.88	25908.32	25908.32	24416.19

LEAVE SUMMARY	
Begin Regular Leave Balance	7.5
+ Regular Leave Earned	0.0
- Regular Leave Used	0.0
- Regular Leave Lost	0.0
- Regular Leave Sold	0.0
End Regular Leave Balance	7.5
End Reserve Leave Balance	0.0
End Combat Exempt Balance	0.0
End Special Leave Carryover Balance	0.0
Regular Leave Sold (Career-to-date)	2.0

NET PAY DISTRIBUTION		
Account Type	Account Number	Deposit Amount
Checking	******05-6	1859.15
Checking	******05-6	594.53
TOTAL:		2453.68

** Pay records are computer matched with other federal government and benefit records for debt purposes. **

REMARKS:
-- BAS EARNING IN THE AMOUNT OF 67.84 PAID RETROACTIVELY FOR PERIOD 2019-09-01 TO 2019-09-15.
-- BAS - OFF EARNING STARTED 2019-09-08.
-- BASIC EARNING IN THE AMOUNT OF 1475.20 PAID RETROACTIVELY FOR PERIOD 2019-09-01 TO 2019-09-15.
-- BASIC PAY EARNING STARTED 2019-09-08.
-- DRILL PAY EARNING IN THE AMOUNT OF 737.60 PAID RETROACTIVELY FOR PERIOD 2019-08-01 TO 2019-08-15.
-- BAS - OFF EARNING STOPPED ON 2019-09-20.
-- BASIC PAY EARNING STOPPED ON 2019-09-20.
-- TSGLI DEDUCTION STOPPED ON 2019-09-20.

Continued on next page

Reserve AD and IDT Pay in Direct Access, Continued

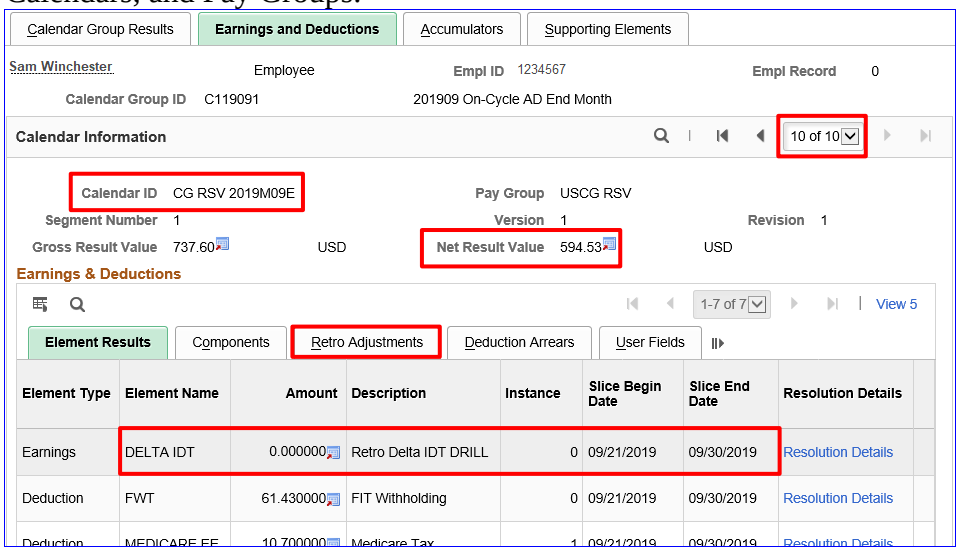
Example: IDT and Active Duty Pay in Same Pay Period, continued

Here is what the member's Pay Calculation Results look like. Remember the two separate Net deposits. Here is the calendar information for the Net Deposit for $594.53.

The Calendar Group ID is C119091, this is the Reserve calendar for this pay calendar group which covers the period of 09/21/2019 – 09/30/2019 (Slice Dates).

Remember, any pay transaction not processed during the pay period it took place is automatically a RETRO transaction. To view the drill pay, click the **Retro Adjustments** tab.

NOTE: See the Pay Calculation Results user guide for more information on navigating and researching a member's Pay Calculation Results, Pay Calendars, and Pay Groups.

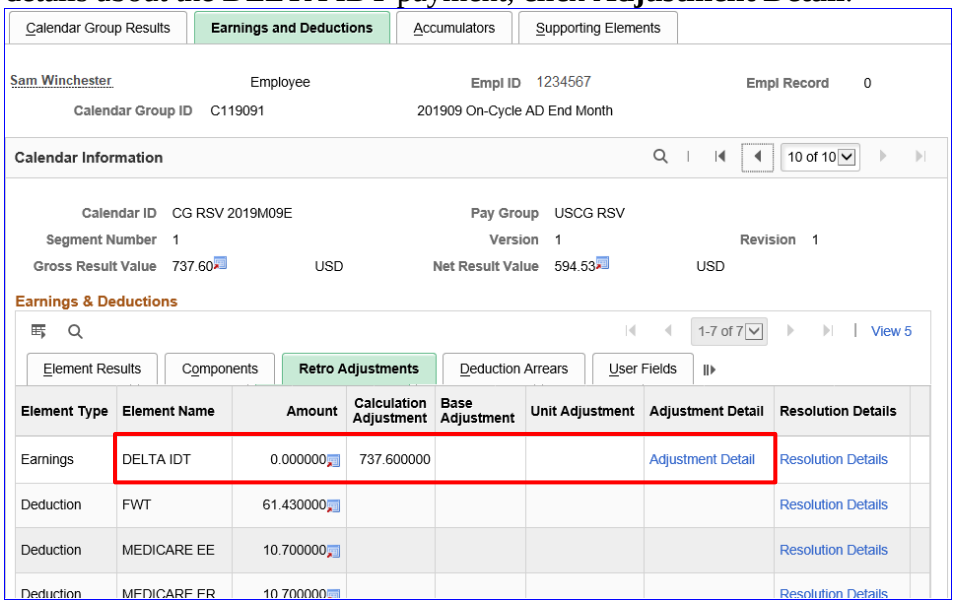


Continued on next page

Reserve AD and IDT Pay in Direct Access, Continued

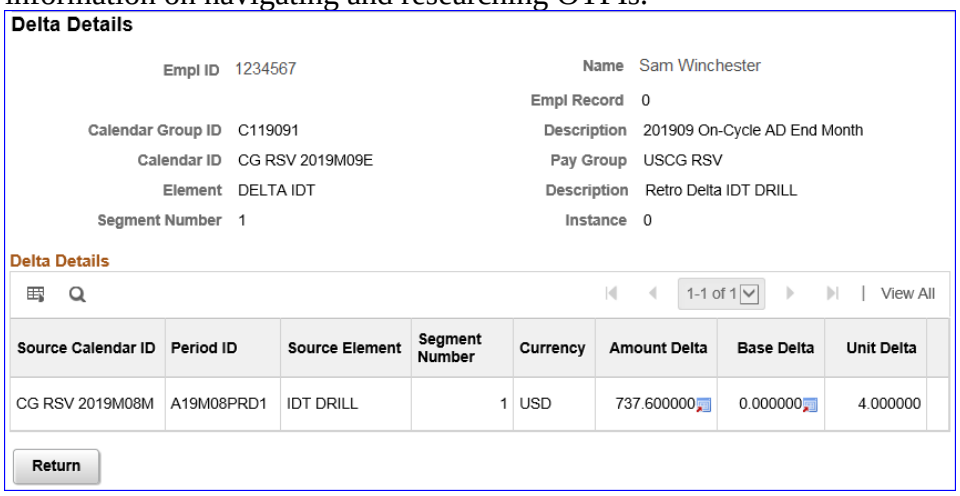
Example: IDT and Active Duty Pay in Same Pay Period, continued

The DELTA IDT shows a payment of $737.60. To view even more details about the DELTA IDT payment, click **Adjustment Detail**.



The DELTA Details will display. To view even more details about the IDT drills covered on this pay calendar, see the member's OTPI details for the Source Calendar ID.

NOTE: See the One Time Positive Input (OTPI) user guide for more information on navigating and researching OTPIs.

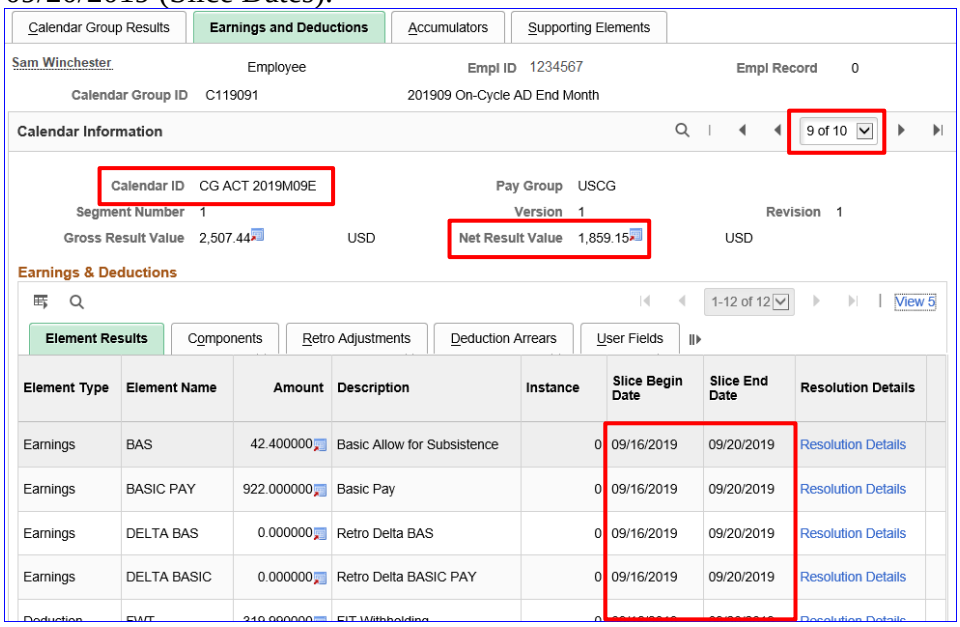


Continued on next page

Reserve AD and IDT Pay in Direct Access, Continued

Example: IDT and Active Duty Pay in Same Pay Period, continued

Here is the other Net Deposit for $1859.15. This is the Active calendar for this pay calendar group and covers the period of 09/16/2019 – 09/20/2019 (Slice Dates).



Troubleshooting Reserve Drill Pay

Introduction

This section provides the procedures to troubleshoot a Reserve member's drill pay using the View Member Drills report, Pay Calculation Results, and One Time Positive Inputs (OTPIs) in Direct Access (DA).

Useful Tools

It is important to know how to locate and navigate through:

- View Member's IDT Drills
- Pay Calculation Results
- One Time Positive Input (OTPI)

Each of these guides can be found on PPC's P&D webpage.

View Member Drills Report

The **first step** in troubleshooting a member's drills is to run the View Member Drills report. This report provides a great deal of information that will allow the SPO to research drill payments.

Drill Date	Drill Type	Drill Status	Pay Code	Pay Approved On	OTPI Calendar	OTPI Units	OTPI Created On	Paid In Pay Cycle	Identified In Pay Cycle	Pay Amount
6/14/2020	IDT - Multiple	Completed	Full	6/29/2020 16:23	CG RSV 2020M06M	2.000000	6/29/2020 16:23	C120070	C120070	275.760000
6/13/2020	IDT - Multiple	Completed	Full	6/29/2020 16:25	CG RSV 2020M06M	2.000000	6/29/2020 16:25	C120070	C120070	275.760000
5/31/2020	IDT - Multiple	Completed	No Pay	6/30/2020 13:04	CG RSV 2020M05E	0.000000	6/30/2020 13:04	C120070	C120070	0.000000
5/30/2020	IDT - Multiple	Completed	Full	6/30/2020 14:36	CG RSV 2020M05E	2.000000	6/30/2020 14:36	C120070	C120070	275.760000
5/29/2020	IDT - Multiple	Completed	No Pay	6/30/2020 17:09	CG RSV 2020M05E	0.000000	6/30/2020 17:09	C120070	C120070	0.000000
5/28/2020	IDT - Multiple	Completed	Full	6/30/2020 19:34	CG RSV 2020M05E	2.000000	6/30/2020 19:34	C120070	C120070	275.760000
4/30/2020	IDT - Multiple	Completed	Full	5/11/2020 17:13	CG RSV 2020M04E	2.000000	5/11/2020 17:13	C120070	C120070	275.760000
4/19/2020	IDT - Multiple	Completed	Full	4/27/2020 11:43	CG RSV 2020M04E	2.000000	4/27/2020 11:43	C120070	C120070	275.760000
4/18/2020	IDT - Multiple	Completed	Full	6/30/2020 19:32	CG RSV 2020M04E	2.000000	6/30/2020 19:32	C120070	C120070	275.760000
4/17/2020	IDT - Multiple	Completed	No Pay	4/26/2020 19:54	CG RSV 2020M04E	0.000000	4/26/2020 19:54	C120070	C120070	0.000000

Pay Approved On	OTPI Calendar	OTPI Units	OTPI Created On	Paid In Pay Cycle
6/29/2020 16:23	CG RSV 2020M06M	2.000000	6/29/2020 16:23	C120070
6/29/2020 16:25	CG RSV 2020M06M	2.000000	6/29/2020 16:25	C120070
6/30/2020 13:04	CG RSV 2020M05E	0.000000	6/30/2020 13:04	C120070
6/30/2020 14:36	CG RSV 2020M05E	2.000000	6/30/2020 14:36	C120070
6/30/2020 17:09	CG RSV 2020M05E	0.000000	6/30/2020 17:09	C120070
6/30/2020 19:34	CG RSV 2020M05E	2.000000	6/30/2020 19:34	C120070
5/11/2020 17:13	CG RSV 2020M04E	2.000000	5/11/2020 17:13	C120070
4/27/2020 11:43	CG RSV 2020M04E	2.000000	4/27/2020 11:43	C120070
6/30/2020 19:32	CG RSV 2020M04E	2.000000	6/30/2020 19:32	C120070
4/26/2020 19:54	CG RSV 2020M04E	0.000000	4/26/2020 19:54	C120070

From the View Member Drills report, we can see that the member's drills performed April through June were "**Paid in Pay Cycle C120070**" (July's mid-month pay calendar). We can also see what **OTPI Calendar** the drills were processed on (Remember: An OTPI calendar is created every time a Reserve member drills). In addition, we can see when the drill was approved for pay (**Pay Approved On**).

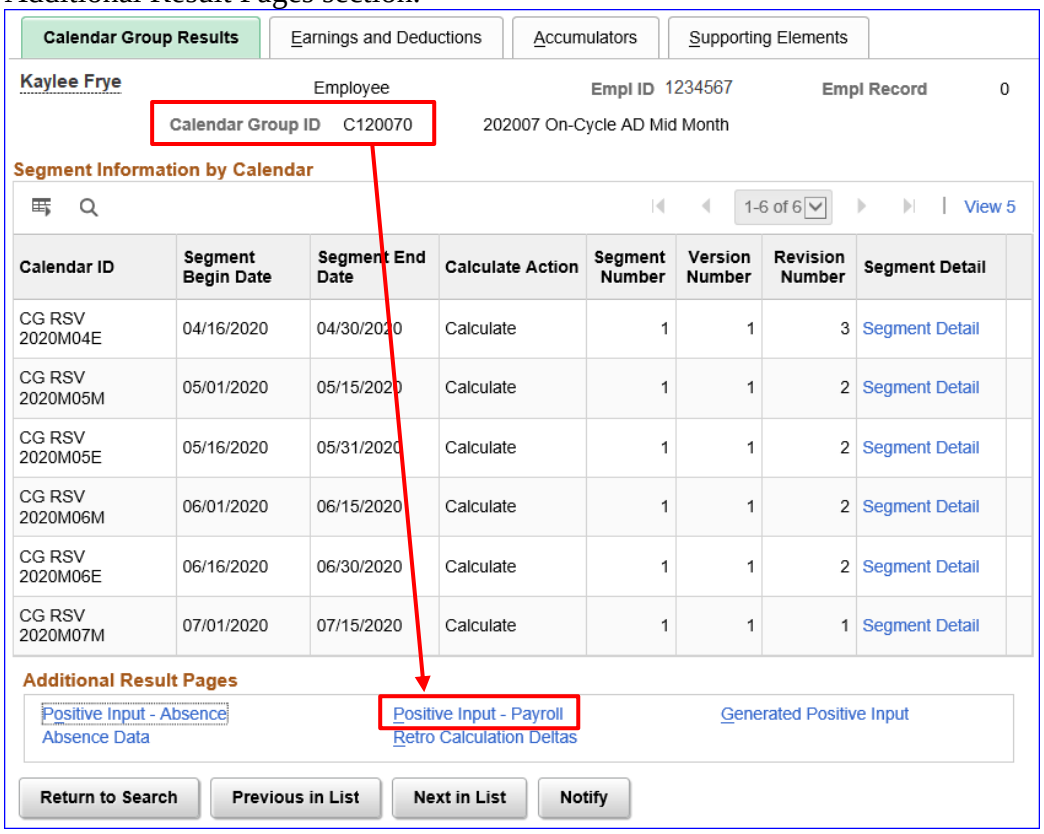
Continued on next page

Troubleshooting Reserve Drill Pay, Continued

Pay Calculation Results: Positive Input - Payroll

The **next step** will be to navigate to the member's Pay Calculation Results. In this example, we need to locate the member's mid-month July pay calendar (C120070).

Step	Action
1	Navigate to the member's Pay Calculation Results and select the Pay Calendar indicated on the View Member Drills report. In this example, the Mid-month July pay calendar. Once the pay calendar opens, select **Positive Input – Payroll** from the Additional Result Pages section.



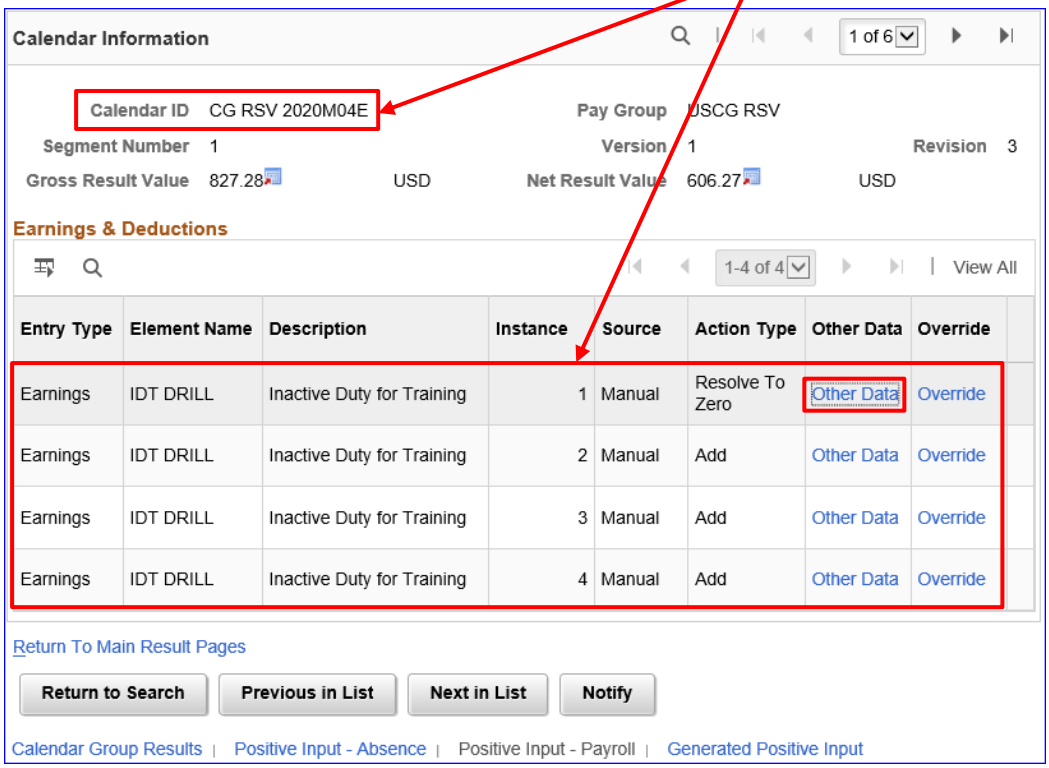
Continued on next page

Troubleshooting Reserve Drill Pay, Continued

Pay Calculation Results: Positive Input - Payroll, continued

Step	Action
2	The One Time Positive Inputs (OTPIs) will display. Each row on the View Member Drills report will coincide with an OPTI Calendar (it may be necessary to scroll through the data to locate all the OPTIs). For instance, we can see that the drill dates of 4/17, 4/18, 4/19, & 04/30 were processed on **CG RSV 2020M04E** OTPI calendar. Click **Other Data** to view the details of the OTPI.

Drill Date	Drill Type	Drill Status	Pay Code	Pay Approved On	OTPI Calendar	OTPI Units	OTPI C
6/14/2020	IDT - Multiple	Completed	Full	6/29/2020 16:23	CG RSV 2020M06M	2.000000	6/29
6/13/2020	IDT - Multiple	Completed	Full	6/29/2020 16:25	CG RSV 2020M06M	2.000000	6/29
5/31/2020	IDT - Multiple	Completed	No Pay	6/30/2020 13:04	CG RSV 2020M05E	0.000000	6/30
5/30/2020	IDT - Multiple	Completed	Full	6/30/2020 14:36	CG RSV 2020M05E	2.000000	6/30
5/29/2020	IDT - Multiple	Completed	No Pay	6/30/2020 17:09	CG RSV 2020M05E	0.000000	6/30
5/28/2020	IDT - Multiple	Completed	Full	6/30/2020 19:34	CG RSV 2020M05E	2.000000	6/30
4/30/2020	IDT - Multiple	Completed	Full	5/11/2020 17:13	CG RSV 2020M04E	2.000000	5/11
4/19/2020	IDT - Multiple	Completed	Full	4/27/2020 11:43	CG RSV 2020M04E	2.000000	4/27
4/18/2020	IDT - Multiple	Completed	Full	6/30/2020 19:32	CG RSV 2020M04E	2.000000	6/30
4/17/2020	IDT - Multiple	Completed	No Pay	4/26/2020 19:54	CG RSV 2020M04E	0.000000	4/26



Continued on next page

Troubleshooting Reserve Drill Pay, Continued

Pay Calculation Results: Positive Input - Payroll, continued

Step	Action
3	The OTPI details will display. Each OTPI will coincide with a row on the View Member Drills report. For example, OTPI Instance 1 coincides with the 04/17/2020 drill. (**NOTE: OTPI Units** for an OTPI indicate the number of days base pay the member is scheduled to receive for their drill. In this example, the **Units** field is blank because the member drilled for no pay.) To return to the list of OTPIs, click **Return**.

Drill Date	Drill Type	Drill Status	Pay Code	Pay Approved On	OTPI Calendar	OTPI Units	OTPI C
6/14/2020	IDT - Multiple	Completed	Full	6/29/2020 16:23	CG RSV 2020M06M	2.000000	6/29
6/13/2020	IDT - Multiple	Completed	Full	6/29/2020 16:25	CG RSV 2020M06M	2.000000	6/29
5/31/2020	IDT - Multiple	Completed	No Pay	6/30/2020 13:04	CG RSV 2020M05E	0.000000	6/30
5/30/2020	IDT - Multiple	Completed	Full	6/30/2020 14:36	CG RSV 2020M05E	2.000000	6/30
5/29/2020	IDT - Multiple	Completed	No Pay	6/30/2020 17:09	CG RSV 2020M05E	0.000000	6/30
5/28/2020	IDT - Multiple	Completed	Full	6/30/2020 19:34	CG RSV 2020M05E	2.000000	6/30
4/30/2020	IDT - Multiple	Completed	Full	5/11/2020 17:13	CG RSV 2020M04E	2.000000	5/11
4/19/2020	IDT - Multiple	Completed	Full	4/27/2020 11:43	CG RSV 2020M04E	2.000000	4/27
4/18/2020	IDT - Multiple	Completed	Full	6/30/2020 19:32	CG RSV 2020M04E	2.000000	6/30
4/17/2020	IDT - Multiple	Completed	No Pay	4/26/2020 19:54	CG RSV 2020M04E	0.000000	4/26

Results by Calendar Group

Positive Input - Details

Empl ID	1234567	Frye, Kaylee	
Element Name	IDT DRILL	Description of PI	Inactive Duty for Training
Instance	1	Business Unit	
Begin Date	04/17/2020	End Date	04/17/2020
Rate Element Type	Numeric	Rate	0.000000
Unit Element Type	Numeric	Unit	
Amount Element Type	Numeric	Amount	0.000000
Percent Element Type	Numeric	Percent	0.000000
Base Element Type	Numeric	Base Value	0.000000
Absence Begin Date		Absence End Date	
Absence Period Begin Date		Absence Period End Date	

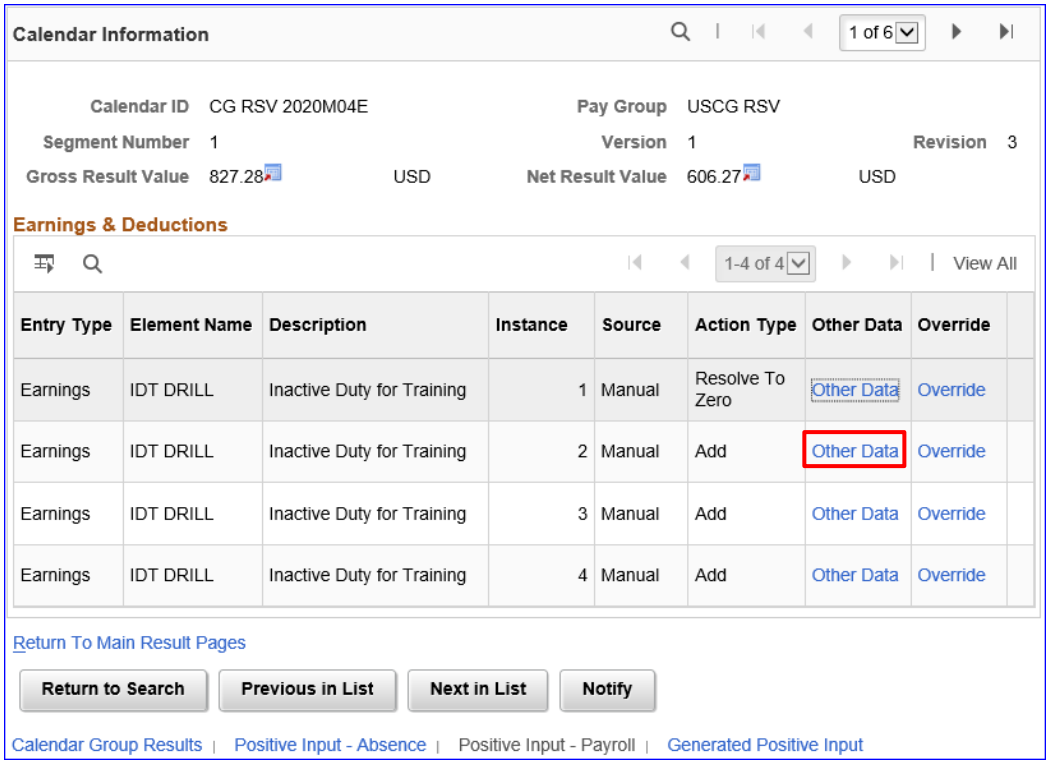
Return

Continued on next page

Troubleshooting Reserve Drill Pay, Continued

Pay Calculation Results: Positive Input - Payroll, continued

Step	Action
4	Let's take a look at another Instance on the CG RSV 2020M04E. Click **Other Data** to view Instance 2.



Continued on next page

Troubleshooting Reserve Drill Pay, Continued

Pay Calculation Results: Positive Input - Payroll, continued

Step	Action
5	Instance 2 provides the OTPI details for the 04/19/2020 drill (**Remember: OTPI Units** for an OTPI indicate the number of days base pay the member is scheduled to receive for their drill. In this example, the **Units** field shows 2.00, indicating the member will receive 2 days base pay for the multiple drill). To return to the list of OTPIs, click **Return**.

Drill Date	Drill Type	Drill Status	Pay Code	Pay Approved On	OTPI Calendar	OTPI Units	OTPI C
6/14/2020	IDT - Multiple	Completed	Full	6/29/2020 16:23	CG RSV 2020M06M	2.000000	6/29
6/13/2020	IDT - Multiple	Completed	Full	6/29/2020 16:25	CG RSV 2020M06M	2.000000	6/29
5/31/2020	IDT - Multiple	Completed	No Pay	6/30/2020 13:04	CG RSV 2020M05E	0.000000	6/30
5/30/2020	IDT - Multiple	Completed	Full	6/30/2020 14:36	CG RSV 2020M05E	2.000000	6/30
5/29/2020	IDT - Multiple	Completed	No Pay	6/30/2020 17:09	CG RSV 2020M05E	0.000000	6/30
5/28/2020	IDT - Multiple	Completed	Full	6/30/2020 19:34	CG RSV 2020M05E	2.000000	6/30
4/30/2020	IDT - Multiple	Completed	Full	5/11/2020 17:13	CG RSV 2020M04E	2.000000	5/11
4/19/2020	IDT - Multiple	Completed	Full	4/27/2020 11:43	CG RSV 2020M04E	2.000000	4/27
4/18/2020	IDT - Multiple	Completed	Full	6/30/2020 19:32	CG RSV 2020M04E	2.000000	6/30
4/17/2020	IDT - Multiple	Completed	No Pay	4/26/2020 19:54	CG RSV 2020M04E	0.000000	4/26

Results by Calendar Group

Positive Input - Details

Empl ID	1234567 Frye, Kaylee		
Element Name	IDT DRILL	Description of PI	Inactive Duty for Training
Instance	2	Business Unit	
Begin Date	04/19/2020	End Date	04/19/2020
Rate Element Type	Numeric	Rate	0.000000
Unit Element Type	Numeric	Unit	2.000000
Amount Element Type	Numeric	Amount	0.000000
Percent Element Type	Numeric	Percent	0.000000
Base Element Type	Numeric	Base Value	0.000000
Absence Begin Date		Absence End Date	
Absence Period Begin Date		Absence Period End Date	

Return

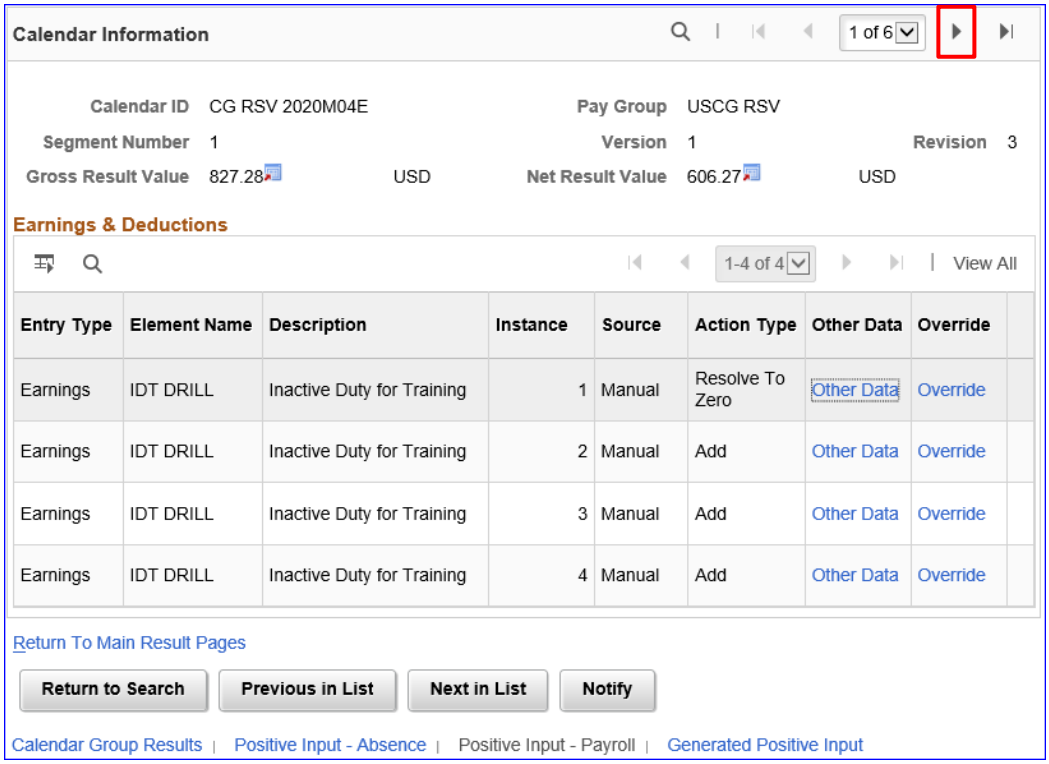
Continued on next page

Troubleshooting Reserve Drill Pay, Continued

Pay Calculation Results: Positive Input - Payroll, continued

Step	Action
6	The View Member Drills report indicates 10 multiple drills (7 processed for pay) were processed in pay cycle C120070 (mid-month July). To view the other OTPI calendars, use the single arrow on Calendar Information to scroll through and locate the next set of OTPI Calendar(s); in this case, CG RSV 2020M05E.

Drill Date	Drill Type	Drill Status	Pay Code	Pay Approved On	OTPI Calendar	OTPI Units	OTPI Created On	Paid In Pay Cycle
6/14/2020	IDT - Multiple	Completed	Full	6/29/2020 16:23	CG RSV 2020M06M	2.000000	6/29/2020 16:23	C120070
6/13/2020	IDT - Multiple	Completed	Full	6/29/2020 16:25	CG RSV 2020M06M	2.000000	6/29/2020 16:25	C120070
5/31/2020	IDT - Multiple	Completed	No Pay	6/30/2020 13:04	CG RSV 2020M05E	0.000000	6/30/2020 13:04	C120070
5/30/2020	IDT - Multiple	Completed	Full	6/30/2020 14:36	CG RSV 2020M05E	2.000000	6/30/2020 14:36	C120070
5/29/2020	IDT - Multiple	Completed	No Pay	6/30/2020 17:09	CG RSV 2020M05E	0.000000	6/30/2020 17:09	C120070
5/28/2020	IDT - Multiple	Completed	Full	6/30/2020 19:34	CG RSV 2020M05E	2.000000	6/30/2020 19:34	C120070
4/30/2020	IDT - Multiple	Completed	Full	5/11/2020 17:13	CG RSV 2020M04E	2.000000	5/11/2020 17:13	C120070
4/19/2020	IDT - Multiple	Completed	Full	4/27/2020 11:43	CG RSV 2020M04E	2.000000	4/27/2020 11:43	C120070
4/18/2020	IDT - Multiple	Completed	Full	6/30/2020 19:32	CG RSV 2020M04E	2.000000	6/30/2020 19:32	C120070
4/17/2020	IDT - Multiple	Completed	No Pay	4/26/2020 19:54	CG RSV 2020M04E	0.000000	4/26/2020 19:54	C120070



Continued on next page

Troubleshooting Reserve Drill Pay, Continued

Pay Calculation Results: Positive Input - Payroll, continued

Step	Action
7	Per the View Member Drills report, we can determine 4 multiple drills were processed ion OTPI Calendar ID **CG RSV 2020M05E**.

Drill Date	Drill Type	Drill Status	Pay Code	Pay Approved On	OTPI Calendar	OTPI Units	OTPI Created On	Paid In Pay Cycle
6/14/2020	IDT - Multiple	Completed	Full	6/29/2020 16:23	CG RSV 2020M06M	2.000000	6/29/2020 16:23	C120070
6/13/2020	IDT - Multiple	Completed	Full	6/29/2020 16:25	CG RSV 2020M06M	2.000000	6/29/2020 16:25	C120070
5/31/2020	IDT - Multiple	Completed	No Pay	6/30/2020 13:04	CG RSV 2020M05E	0.000000	6/30/2020 13:04	C120070
5/30/2020	IDT - Multiple	Completed	Full	6/30/2020 14:36	CG RSV 2020M05E	2.000000	6/30/2020 14:36	C120070
5/29/2020	IDT - Multiple	Completed	No Pay	6/30/2020 17:09	CG RSV 2020M05E	0.000000	6/30/2020 17:09	C120070
5/28/2020	IDT - Multiple	Completed	Full	6/30/2020 19:34	CG RSV 2020M05E	2.000000	6/30/2020 19:34	C120070
4/30/2020	IDT - Multiple	Completed	Full	5/11/2020 17:13	CG RSV 2020M04E	2.000000	5/11/2020 17:13	C120070
4/19/2020	IDT - Multiple	Completed	Full	4/27/2020 11:43	CG RSV 2020M04E	2.000000	4/27/2020 11:43	C120070
4/18/2020	IDT - Multiple	Completed	Full	6/30/2020 19:32	CG RSV 2020M04E	2.000000	6/30/2020 19:32	C120070
4/17/2020	IDT - Multiple	Completed	No Pay	4/26/2020 19:54	CG RSV 2020M04E	0.000000	4/26/2020 19:54	C120070

Calendar Information 3 of 6

Calendar ID CG RSV 2020M05E
Pay Group USCG RSV
Segment Number 1
Version 1
Revision 2
Gross Result Value 551.52 USD
Net Result Value 435.11 USD

Earnings & Deductions 1-4 of 4 View All

Entry Type	Element Name	Description	Instance	Source	Action Type	Other Data	Override
Earnings	IDT DRILL	Inactive Duty for Training	1	Manual	Resolve To Zero	Other Data	Override
Earnings	IDT DRILL	Inactive Duty for Training	2	Manual	Add	Other Data	Override
Earnings	IDT DRILL	Inactive Duty for Training	3	Manual	Resolve To Zero	Other Data	Override
Earnings	IDT DRILL	Inactive Duty for Training	4	Manual	Add	Other Data	Override

Return To Main Result Pages

Return to Search | Previous in List | Next in List | Notify

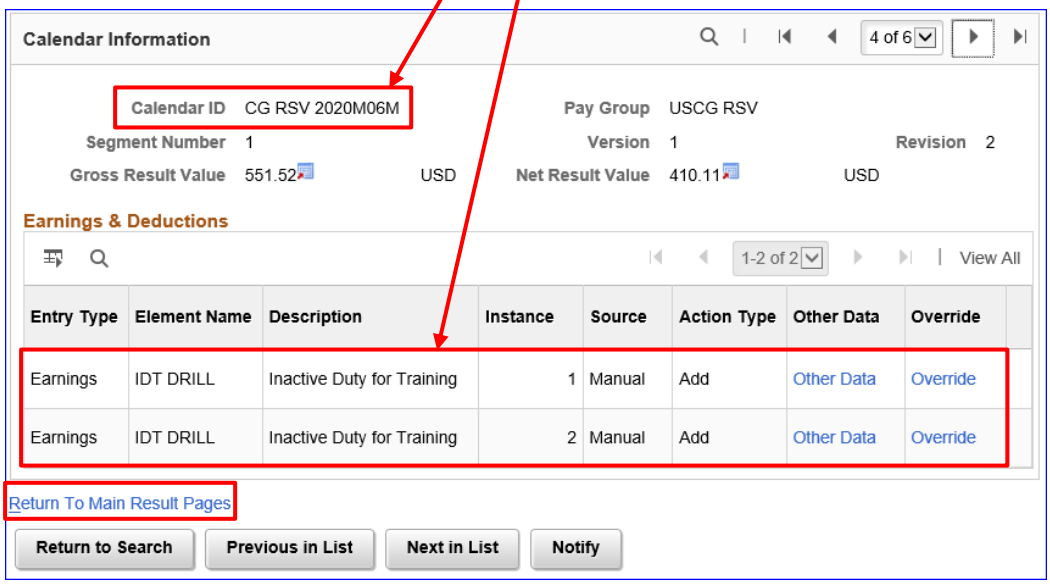
Continued on next page

Troubleshooting Reserve Drill Pay, Continued

Pay Calculation Results: Positive Input - Payroll, continued

Step	Action
8	Per the View Member Drills report, we can determine 2 multiple drills were processed ion OTPI Calendar ID **CG RSV 2020M6M**. After reviewing each Instance, it is important to review the member's Pay Calculation Results. To do this, click **Return to Main Result Pages**.

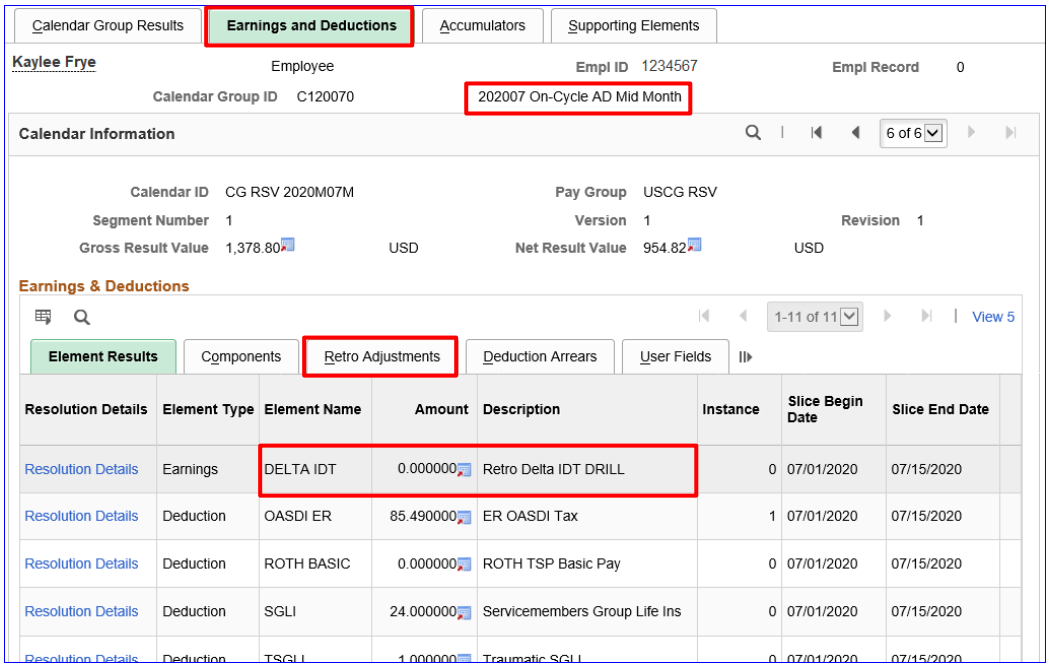
Drill Date	Drill Type	Drill Status	Pay Code	Pay Approved On	OTPI Calendar	OTPI Units	OTPI Created On	Paid In Pay Cycle
6/14/2020	IDT - Multiple	Completed	Full	6/29/2020 16:23	CG RSV 2020M06M	2.000000	6/29/2020 16:23	C120070
6/13/2020	IDT - Multiple	Completed	Full	6/29/2020 16:25	CG RSV 2020M06M	2.000000	6/29/2020 16:25	C120070
5/31/2020	IDT - Multiple	Completed	No Pay	6/30/2020 13:04	CG RSV 2020M05E	0.000000	6/30/2020 13:04	C120070
5/30/2020	IDT - Multiple	Completed	Full	6/30/2020 14:36	CG RSV 2020M05E	2.000000	6/30/2020 14:36	C120070
5/29/2020	IDT - Multiple	Completed	No Pay	6/30/2020 17:09	CG RSV 2020M05E	0.000000	6/30/2020 17:09	C120070
5/28/2020	IDT - Multiple	Completed	Full	6/30/2020 19:34	CG RSV 2020M05E	2.000000	6/30/2020 19:34	C120070
4/30/2020	IDT - Multiple	Completed	Full	5/11/2020 17:13	CG RSV 2020M04E	2.000000	5/11/2020 17:13	C120070
4/19/2020	IDT - Multiple	Completed	Full	4/27/2020 11:43	CG RSV 2020M04E	2.000000	4/27/2020 11:43	C120070
4/18/2020	IDT - Multiple	Completed	Full	6/30/2020 19:32	CG RSV 2020M04E	2.000000	6/30/2020 19:32	C120070
4/17/2020	IDT - Multiple	Completed	No Pay	4/26/2020 19:54	CG RSV 2020M04E	0.000000	4/26/2020 19:54	C120070



Continued on next page

Troubleshooting Reserve Drill Pay, Continued

Pay Calculation Results: Positive Input - Payroll, continued

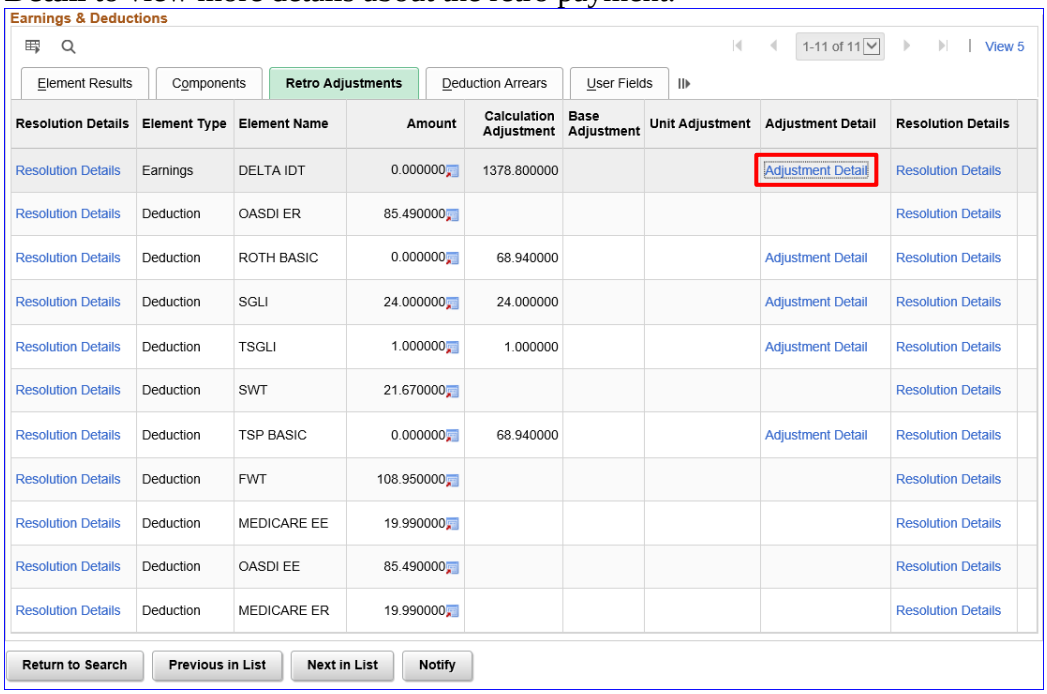
Step	Action
9	Click the **Earnings and Deductions** tab. We can see the member has a **DELTA IDT** entry. Click the **Retro Adjustments** tab. **NOTE:** The most recent mid-month July pay calendar is displayed. See the Pay Calculation Results user guide for more information on navigating Pay Calculation Results. 

Continued on next page

Troubleshooting Reserve Drill Pay, Continued

Pay Calculation Results: Positive Input - Payroll, continued

Step	Action
10	In this example, this member was paid $1378.00 for IDT. Click **Adjustment Detail** to view more details about the retro payment.



Resolution Details	Element Type	Element Name	Amount	Calculation Adjustment	Base Adjustment	Unit Adjustment	Adjustment Detail	Resolution Details
Resolution Details	Earnings	DELTA IDT	0.000000	1378.800000			Adjustment Detail	Resolution Details
Resolution Details	Deduction	OASDI ER	85.490000					Resolution Details
Resolution Details	Deduction	ROTH BASIC	0.000000	68.940000			Adjustment Detail	Resolution Details
Resolution Details	Deduction	SGLI	24.000000	24.000000			Adjustment Detail	Resolution Details
Resolution Details	Deduction	TSGLI	1.000000	1.000000			Adjustment Detail	Resolution Details
Resolution Details	Deduction	SWT	21.670000					Resolution Details
Resolution Details	Deduction	TSP BASIC	0.000000	68.940000			Adjustment Detail	Resolution Details
Resolution Details	Deduction	FWT	108.950000					Resolution Details
Resolution Details	Deduction	MEDICARE EE	19.990000					Resolution Details
Resolution Details	Deduction	OASDI EE	85.490000					Resolution Details
Resolution Details	Deduction	MEDICARE ER	19.990000					Resolution Details

Continued on next page

Troubleshooting Reserve Drill Pay, Continued

Pay Calculation Results: Positive Input - Payroll, continued

Step	Action
11	The Delta Details indicate the member was **paid 5 of the 7 days of paid multiple IDT drills** on their mid-month July payslip (see Step 16). Continue to Step 12 to see where the 2 days of multiple IDT drills (04/19 & 04/30) were **paid**, refer back to the View Member Drills report.

Drill Date	Drill Type	Drill Status	Pay Code	Pay Approved On	OTPI Calendar	OTPI Units	OTPI C
6/14/2020	IDT - Multiple	Completed	Full	6/29/2020 16:23	CG RSV 2020M06M	2.000000	6/29
6/13/2020	IDT - Multiple	Completed	Full	6/29/2020 16:25	CG RSV 2020M06M	2.000000	6/29
5/31/2020	IDT - Multiple	Completed	No Pay	6/30/2020 13:04	CG RSV 2020M05E	0.000000	6/30
5/30/2020	IDT - Multiple	Completed	Full	6/30/2020 14:36	CG RSV 2020M05E	2.000000	6/30
5/29/2020	IDT - Multiple	Completed	No Pay	6/30/2020 17:09	CG RSV 2020M05E	0.000000	6/30
5/28/2020	IDT - Multiple	Completed	Full	6/30/2020 19:34	CG RSV 2020M05E	2.000000	6/30
4/30/2020	IDT - Multiple	Completed	Full	5/11/2020 17:13	CG RSV 2020M04E	2.000000	5/11
4/19/2020	IDT - Multiple	Completed	Full	4/27/2020 11:43	CG RSV 2020M04E	2.000000	4/27
4/18/2020	IDT - Multiple	Completed	Full	6/30/2020 19:32	CG RSV 2020M04E	2.000000	6/30
4/17/2020	IDT - Multiple	Completed	No Pay	4/26/2020 19:54	CG RSV 2020M04E	0.000000	4/26

Remember: 2.0 units indicates 2 days of base pay (1 multiple drill).

Results by Calendar Group

Delta Details

Empl ID	1234567	Name	Kaylee Frye
		Empl Record	0
Calendar Group ID	C120070	Description	202007 On-Cycle AD Mid Month
Calendar ID	CG RSV 2020M07M	Pay Group	USCG RSV
Element	DELTA IDT	Description	Retro Delta IDT DRILL
Segment Number	1	Instance	0

Delta Details

1-3 of 3 View 1

Source Calendar ID	Period ID	Source Element	Segment Number	Currency	Amount Delta	Base Delta	Unit Delta
CG RSV 2020M04E	A20M04PRD2	IDT DRILL	1	USD	275.760000	0.000000	2.000000
CG RSV 2020M05E	A20M05PRD2	IDT DRILL	1	USD	551.520000	0.000000	4.000000
CG RSV 2020M06M	A20M06PRD1	IDT DRILL	1	USD	551.520000	0.000000	4.000000

Return

Continued on next page

Troubleshooting Reserve Drill Pay, Continued

Pay Calculation Results: Positive Input - Payroll, continued

Step	Action
12	The **Pay Approved On** column indicates when the drill was approved for pay. In this example, the 04/17, 04/19, and 04/30 drills were processed before the mid-month May paycut, therefore the 2 days of multiple drills for **pay** (04/19 & 04/30) were paid on the member's mid-month May payslip.

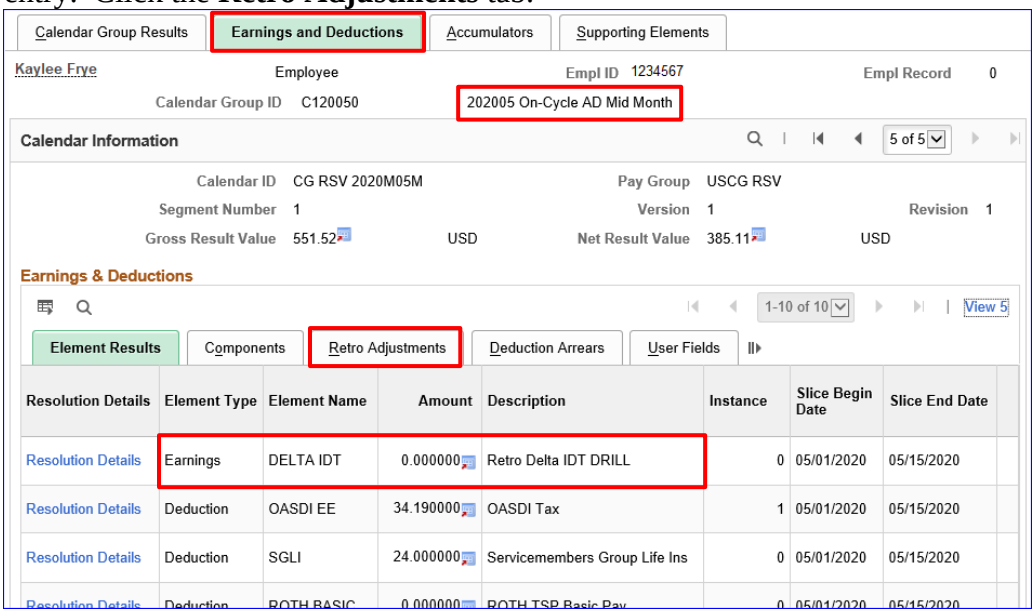
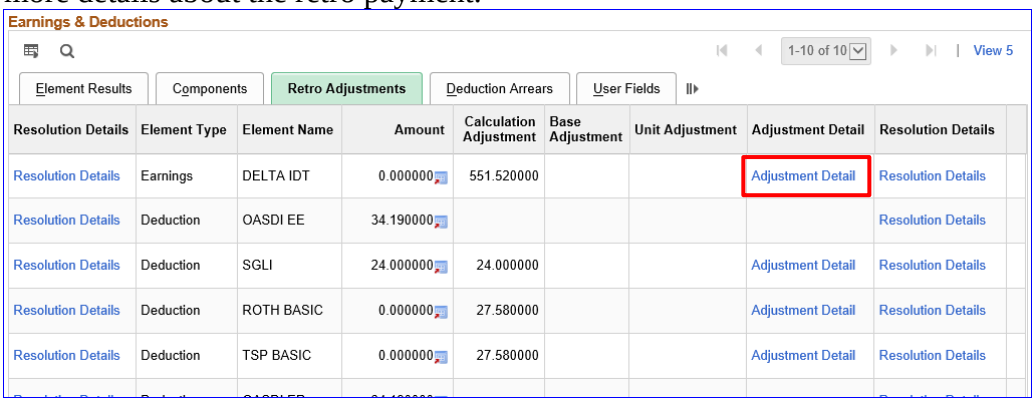
Drill Date	Drill Type	Drill Status	Pay Code	Pay Approved On	OTPI Calendar	OTPI Units	OTPI C
6/14/2020	IDT - Multiple	Completed	Full	6/29/2020 16:23	CG RSV 2020M06M	2.000000	6/29
6/13/2020	IDT - Multiple	Completed	Full	6/29/2020 16:25	CG RSV 2020M06M	2.000000	6/29
5/31/2020	IDT - Multiple	Completed	No Pay	6/30/2020 13:04	CG RSV 2020M05E	0.000000	6/30
5/30/2020	IDT - Multiple	Completed	Full	6/30/2020 14:36	CG RSV 2020M05E	2.000000	6/30
5/29/2020	IDT - Multiple	Completed	No Pay	6/30/2020 17:09	CG RSV 2020M05E	0.000000	6/30
5/28/2020	IDT - Multiple	Completed	Full	6/30/2020 19:34	CG RSV 2020M05E	2.000000	6/30
4/30/2020	IDT - Multiple	Completed	Full	5/11/2020 17:13	CG RSV 2020M04E	2.000000	5/11
4/19/2020	IDT - Multiple	Completed	Full	4/27/2020 11:43	CG RSV 2020M04E	2.000000	4/27
4/18/2020	IDT - Multiple	Completed	Full	6/30/2020 19:32	CG RSV 2020M04E	2.000000	6/30
4/17/2020	IDT - Multiple	Completed	No Pay	4/26/2020 19:54	CG RSV 2020M04E	0.000000	4/26

Pay Calendars	Period Begin Date	Period End Date	Payment Date	SPO Data Entry Cut Off (2000 Hours Central Time)	Finalized Date
Mid-Month C120010	1/01/2020	1/15/2020	1/15/2020	1/09/2020	1/10/2020
End-Month C120011	1/16/2020	1/31/2020	1/31/2020	1/21/2020	1/22/2020
Mid-Month C120020	2/01/2020	2/15/2020	2/14/2020	2/10/2020	2/11/2020
End-Month C120021	2/16/2020	2/28/2020	2/28/2020	2/18/2020	2/19/2020
Mid-Month C120030	3/01/2020	3/15/2020	3/13/2020	3/09/2020	3/10/2020
End-Month C120031	3/16/2020	3/31/2020	4/01/2020	3/22/2020	3/23/2020
Mid-Month C120040	4/01/2020	4/15/2020	4/15/2020	4/09/2020	4/10/2020
End-Month C120041	4/16/2020	4/30/2020	5/01/2020	4/20/2020	4/21/2020
Mid-Month C120050	5/01/2020	5/15/2020	5/15/2020	5/11/2020	5/12/2020
End-Month C120051	5/16/2020	5/31/2020	6/01/2020	5/19/2020	5/20/2020
Mid-Month C120060	6/01/2020	6/15/2020	6/15/2020	6/09/2020	6/10/2020
End-Month C120061	6/16/2020	6/30/2020	7/01/2020	6/18/2020	6/19/2020
Mid-Month C120070	7/01/2020	7/15/2020	7/15/2020	7/09/2020	7/10/2020
End-Month C120071	7/16/2020	7/31/2020	7/31/2020	7/21/2020	7/22/2020
Mid-Month C120080	8/01/2020	8/15/2020	8/14/2020	8/09/2020	8/10/2020

Continued on next page

Troubleshooting Reserve Drill Pay, Continued

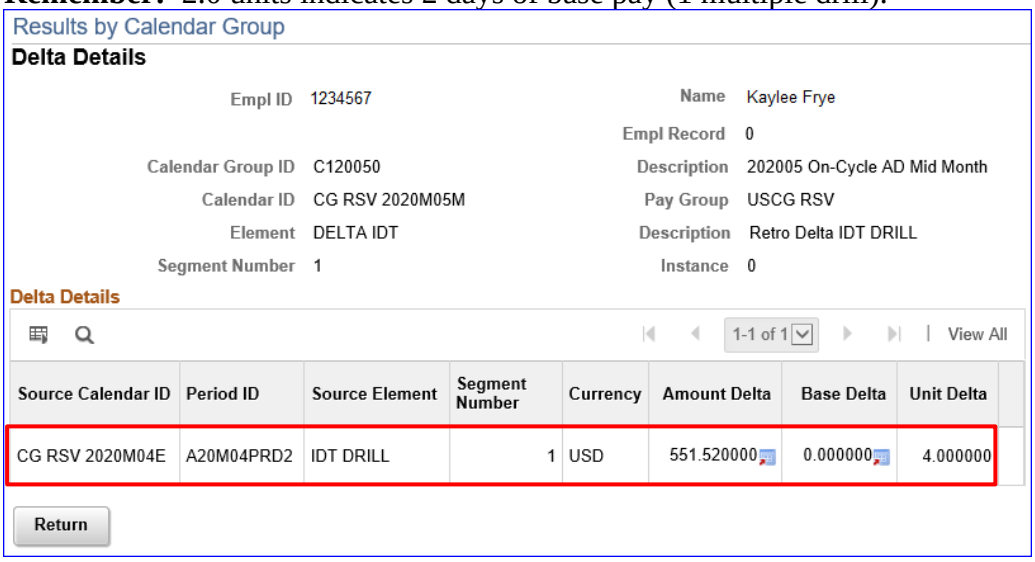
Pay Calculation Results: Positive Input - Payroll, continued

Step	Action
13	Locate the member's mid-month May Pay Calculation Results and click the **Earnings and Deductions** tab. We can see the member has a **DELTA IDT** entry. Click the **Retro Adjustments** tab. 
14	This member was paid $551.52 for IDT. Click **Adjustment Detail** to view more details about the retro payment. 

Continued on next page

Troubleshooting Reserve Drill Pay, Continued

Pay Calculation Results: Positive Input - Payroll, continued

Step	Action
15	The Delta Details indicate the member was **paid for 2 of the 7 days of paid multiple IDT drills** on their mid-month May payslip (see Step 17). **Remember:** 2.0 units indicates 2 days of base pay (1 multiple drill).  Results by Calendar Group **Delta Details** Empl ID 1234567 — Name Kaylee Frye Empl Record 0 Calendar Group ID C120050 — Description 202005 On-Cycle AD Mid Month Calendar ID CG RSV 2020M05M — Pay Group USCG RSV Element DELTA IDT — Description Retro Delta IDT DRILL Segment Number 1 — Instance 0 Delta Details 1-1 of 1 | View All Return

Source Calendar ID	Period ID	Source Element	Segment Number	Currency	Amount Delta	Base Delta	Unit Delta
CG RSV 2020M04E	A20M04PRD2	IDT DRILL	1	USD	551.520000	0.000000	4.000000

Continued on next page

Troubleshooting Reserve Drill Pay, Continued

Pay Calculation Results: Positive Input - Payroll, continued

Step	Action
16	Member's **mid-month July** payslip:

Description	Current
DRILL PAY	1378.80
TOTAL:	1378.80

Description	Current	YTD
FICA	105.48	305.89
FITW	108.95	190.74
SWT	21.67	26.65
TOTAL:	236.10	523.28

DEDUCTIONS		ALLOTMENTS	
Description	Current	Description	Current
SGLI 8	48.00		
TSGLI	2.00		
TSP ROTH-BASIC	68.94		
TSP TRAD-BASIC	68.94		
TOTAL:	187.88	TOTAL:	0.00

	OASDI WAGES	MEDICARE WAGES	FED TAXABLE GROSS	STATE TAXABLE GROSS	NET PAY
Current	1378.80	1378.80	1309.86	1309.86	954.82
YTD	3998.52	3998.52	3798.59	3798.59	2899.01

LEAVE SUMMARY	
Begin Regular Leave Balance	0
+ Regular Leave Earned	0.0
- Regular Leave Used	0.0
- Regular Leave Lost	0.0
- Regular Leave Sold	0.0
End Regular Leave Balance	0.0
End Reserve Leave Balance	0.0
End Combat Exempt Balance	0.0
End Special Leave Carryover Balance	0.0
Regular Leave Sold (Career-to-date)	0.0

NET PAY DISTRIBUTION		
Account Type	Account Number	Deposit Amount
Checking		954.82
TOTAL:		954.82

** Pay records are computer matched with other federal government and benefit records for debt purposes. **

REMARKS:
-- TSP TRADITIONAL ELECTION: 5 % BASIC PAY, 0 % SPECIAL PAY, 0 % BONUS, 0 % INCENTIVE PAY.
-- TSP ROTH ELECTION: 5 % BASIC PAY, 0 % SPECIAL PAY, 0 % BONUS, 0 % INCENTIVE PAY .
-- YTD TSP TRADITIONAL CONTRIBUTION IS $199.93.
-- YTD TSP ROTH CONTRIBUTION IS $199.93.
--Reserve Drill Date - 17-APR-2020, Drill Type - IDT - MULTIPLE, Meals Received - NONE
--Reserve Drill Date - 18-APR-2020, Drill Type - IDT - MULTIPLE, Meals Received - NONE
--Reserve Drill Date - 19-APR-2020, Drill Type - IDT - MULTIPLE, Meals Received - NONE
--Reserve Drill Date - 30-APR-2020, Drill Type - IDT - MULTIPLE, Meals Received - NONE
--Reserve Drill Date - 28-MAY-2020, Drill Type - IDT - MULTIPLE, Meals Received - NONE
--Reserve Drill Date - 29-MAY-2020, Drill Type - IDT - MULTIPLE, Meals Received - NONE
--Reserve Drill Date - 30-MAY-2020, Drill Type - IDT - MULTIPLE, Meals Received - NONE
--Reserve Drill Date - 31-MAY-2020, Drill Type - IDT - MULTIPLE, Meals Received - NONE
--Reserve Drill Date - 13-JUN-2020, Drill Type - IDT - MULTIPLE, Meals Received - NONE
--Reserve Drill Date - 14-JUN-2020, Drill Type - IDT - MULTIPLE, Meals Received - NONE
-- DRILL PAY EARNING IN THE AMOUNT OF 1378.80 PAID RETROACTIVELY FOR PERIOD 2020-04-16 TO 2020-06-15.

Continued on next page

Troubleshooting Reserve Drill Pay, Continued

Pay Calculation Results: Positive Input - Payroll, continued

Step	Action
17	Member's **mid-month May** payslip:

EARNINGS

Description	Current
DRILL PAY	551.52
TOTAL:	551.52

TAXES

Description	Current	YTD
FICA	42.19	200.41
FITW	19.06	81.79
SWT	0.00	4.98
TOTAL:	61.25	287.18

DEDUCTIONS

Description	Current
SGLI $	48.00
TSGLI	2.00
TSP ROTH-BASIC	27.58
TSP TRAD-BASIC	27.58
TOTAL:	105.16

ALLOTMENTS

Description	Current
TOTAL:	0.00

	OASDI WAGES	MEDICARE WAGES	FED TAXABLE GROSS	STATE TAXABLE GROSS	NET PAY
Current	551.52	551.52	523.94	523.94	385.11
YTD	2619.72	2619.72	2488.73	2488.73	1944.19

LEAVE SUMMARY

Begin Regular Leave Balance	0
+ Regular Leave Earned	0.0
- Regular Leave Used	0.0
- Regular Leave Lost	0.0
- Regular Leave Sold	0.0
End Regular Leave Balance	0.0
End Reserve Leave Balance	0.0
End Combat Exempt Balance	0.0
End Special Leave Carryover Balance	0.0
Regular Leave Sold (Career-to-date)	0.0

NET PAY DISTRIBUTION

Account Type	Account Number	Deposit Amount
Checking		385.11
TOTAL:		385.11

** Pay records are computer matched with other federal government and benefit records for debt purposes. **

REMARKS:
-- TSP TRADITIONAL ELECTION: 5 % BASIC PAY, 0 % SPECIAL PAY, 0 % BONUS, 0 % INCENTIVE PAY.
-- TSP ROTH ELECTION: 5 % BASIC PAY, 0 % SPECIAL PAY, 0 % BONUS, 0 % INCENTIVE PAY .
-- YTD TSP TRADITIONAL CONTRIBUTION IS $130.99.
-- YTD TSP ROTH CONTRIBUTION IS $130.99.
--Reserve Drill Date - 17-APR-2020, Drill Type - IDT - MULTIPLE, Meals Received - NONE
--Reserve Drill Date - 19-APR-2020, Drill Type - IDT - MULTIPLE, Meals Received - NONE
--Reserve Drill Date - 30-APR-2020, Drill Type - IDT - MULTIPLE, Meals Received - NONE
--FLTCIP SPRING WEBINARS ARE AVAILABLE. THE FLTCIP OFFERS WEBINARS TO HELP EDUCATE YOU ON IMPORTANT TOPICS LIKE RETIREMENT PLANNING, PERSONAL FINANCE AND LONG TERM CARE. LIVE EVENTS INCLUDE A QUESTIONS AND ANSWER SESSION WITH THE PRESENTER, AND ALL EVENTS ARE AVAILABLE FOR VIEWING ON-DEMAND AFTER THE LIVE EVENT IS OVER. SIGN UP TODAY AT LTCFEDS.COM/WEBINAR.
--DRILL PAY EARNING IN THE AMOUNT OF 551.52 PAID RETROACTIVELY FOR PERIOD 2020-04-16 TO 2020-04-30.