Element Assignment by Payee (EABP)

Introduction

This guide provides the procedures for viewing the Element Assignment by Payee (EABP) in Direct Access (DA).

References

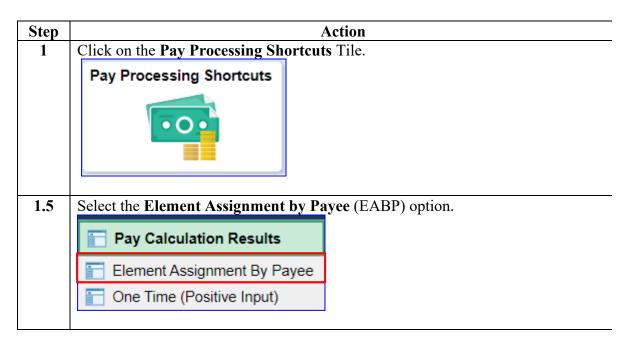
- (a) Coast Guard Pay Manual, COMDTINST M7220.29 (series)
- (b) <u>USCG Personnel & Pay Procedures Manual</u> (3PM) PPC INST M1000.2 (series)
- (c) Pay Calculation Results User Guide

In-Service Debts and Pay Corrections

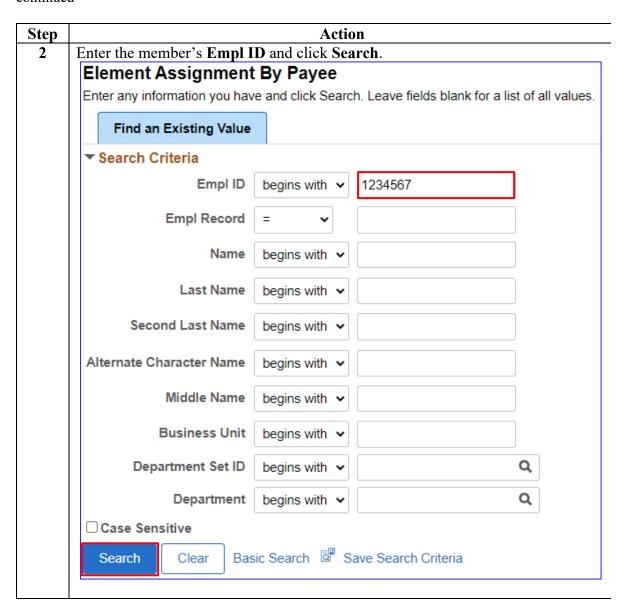
EABPs are **automatically** built based on HRS Action Requests. Only PPC has the ability to manually input elements into EABP. When researching <u>In-Service Debts</u> and <u>Pay Corrections</u>, the HRS user must first review the member's EABP to obtain the Instance Number (see Step 4).

Procedures

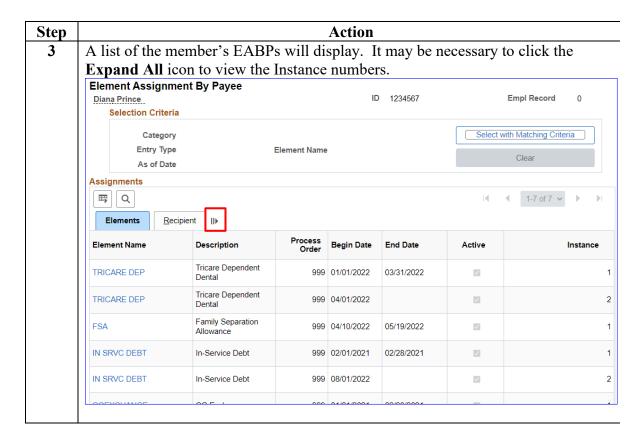
See below.



Procedures, continued



Procedures, continued



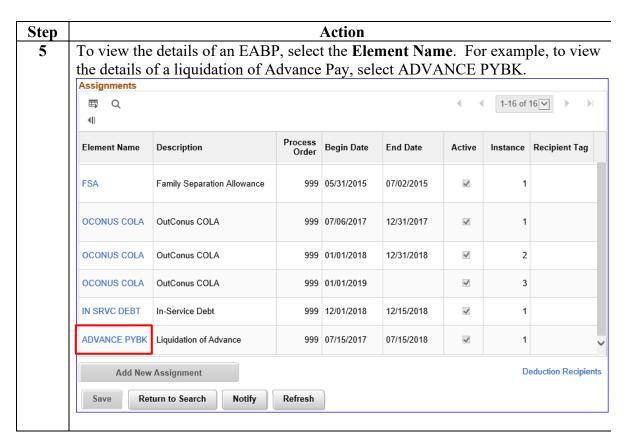
Procedures,

continued

Step	Action												
4	An EABP is created for all Action Requests with their Begin Date and End Date. The Instance number represents what sequence the transactions were submitted.												
	HRS use	rs must look her	e first to o	btain th	e Instance 1	number when	doing a <u>Pay</u>						
	<u>Correction</u> or researching an <u>In-Service Debt</u> .												
	Assignments												
	Q 4 1.14 of 14 v b												
	Elements Recipient ▶												
	Element Name	Description	Process Order	Begin Date	End Date	Active	Instance						
	DMR	Discount Meal Rate	999	12/18/2020	06/08/2021		1						
	DMR	Discount Meal Rate	999	08/09/2021			2						
	DMR	Discount Meal Rate	999	07/30/2021			3						
	IN SRVC DEBT	In-Service Debt	999	02/01/2021	02/28/2021		1						
	IN SRVC DEBT	In-Service Debt	999	02/01/2021	03/31/2021	✓	2						
	IN SRVC DEBT	In-Service Debt	999	03/01/2021	05/15/2021		3						
	IN SRVC DERT	In-Service Debt	999	03/01/2021	05/31/2021	122	4						

Procedures,

continued



Action

Element Assignment by Payee (EABP), Continued

Calculation Rule

Amount Element

Required Fields

Additional Overrides

OK

Amount

Amount

Numeric

Advance Type

Advance ID

Frequency Option Use Element Frequency

Generation Option Use Element Generation Control

Frequency

Refresh

Generation Control

Cancel

Procedures, continued

Step

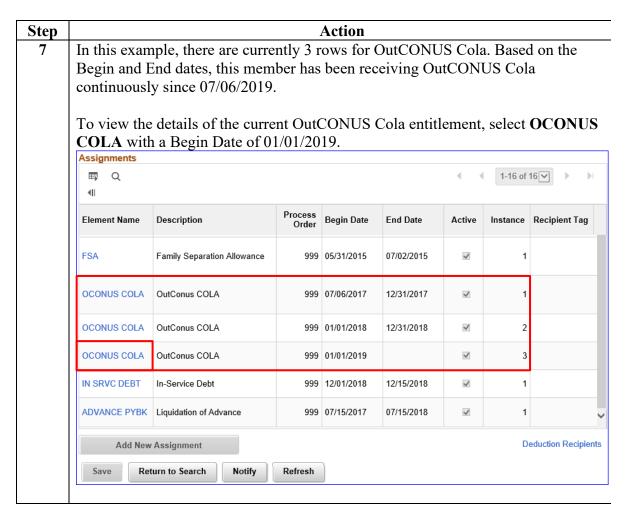
The EABP Details provide the **Begin Date** and **End Date** of the liquidation 6 schedule and the total **Amount Value** to be collected. The **Advance Type** will indicate the type of advance (i.e., Advance Pay, Advance BAH, or Advance OHA). Click **OK** to return to the list of EABPs. Element Assignment By Payee Element Detail Employee ID 9876543 Empl Record Rick Sanchez Name Element Name ADVANCE PYBK Liquidation of Advance Instance **Assignment Process Detail** Assignment Is Active Currency Code USD US Dollar Begin Date 07/15/2018 07/15/2017 End Date Process Order 999 Recipient Tag Previous End Date ✓ Allow Batch Update of End Date Updated in Payroll Run C118070 Calculation Information

881.23

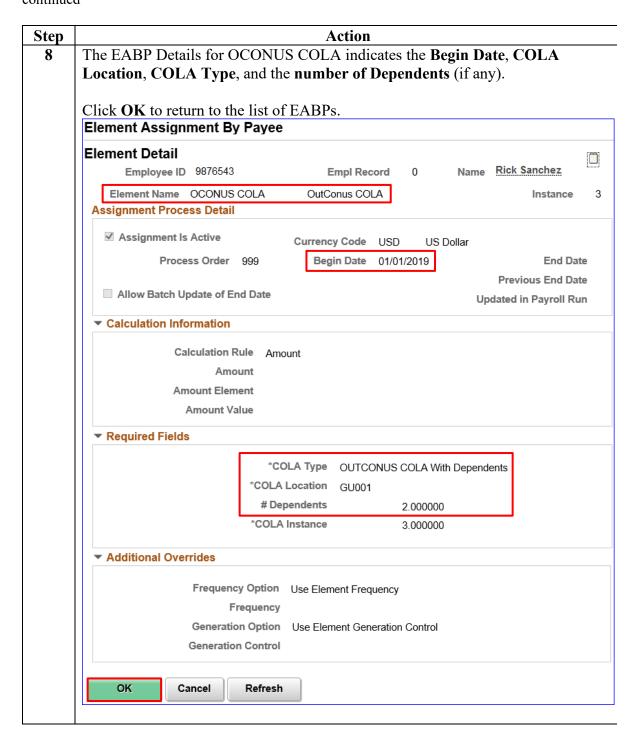
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Procedures,

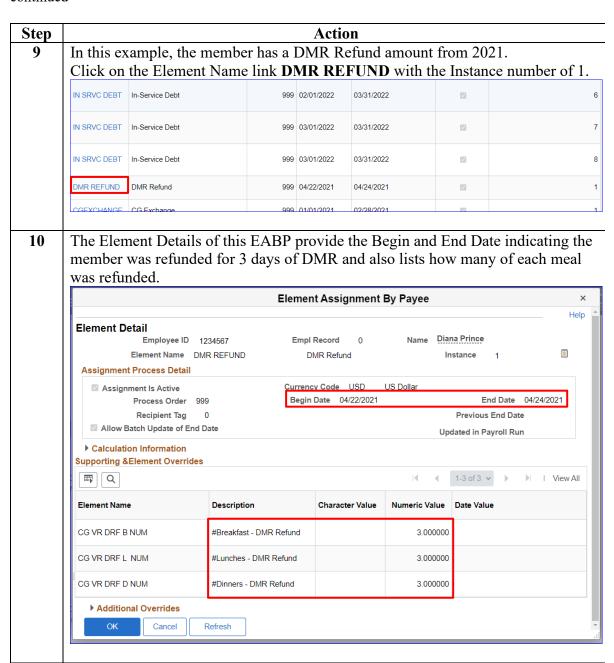
continued



Procedures, continued



Procedures, continued



Procedures, continued

Step 11	Action											
	This last example is an In-Service Debt. Click the IN SRVC DEBT link for											
	Instance number 4.											
	IN SRVC DEBT	In-Service Debt	999	02/01/2021	02/28/2021		1					
	IN SRVC DEBT	In-Service Debt	999	09/01/2021	11/15/2021		2					
	IN SRVC DEBT	In-Service Debt	999	12/01/2021	12/15/2021		3					
	IN SRVC DEBT	In-Service Debt	999	09/01/2022			4					
	IN SRVC DEBT	In-Service Debt	999	09/01/2022			5					
	IN SRVC DEBT	In-Service Debt	999	09/01/2022		V	6					

11 This Element Detail displays:

the Unique Accumulator which should match the Instance Number, the total Debt Amount due of \$286.67, the Percent of Deductible Earnings (DE) affected, the Taxability Effect, if any, the Debt Originating Year, the Percent of Interest charged, (if applicable), the Type of debt, which is a Payroll Overpayment, Comments include that it was "System Generated" along with the Pay Calendar ID when the debt occurred, and the Account Number is usually blank but it may describe what the debt is for, in this case Hardship Duty Pay.

