Changes to Elf Financial Payroll Forms – PT, ICPT and 2-sided PT

In anticipation of KFS Labor Ledger functionality, the following updates to the ELF – Payroll Transfer forms will be implemented from **July 1 - November 4, 2013**:

1) Transactions for payroll transfers will be limited to two fiscal years, FY14 and FY13, instead of the current five fiscal year option. When there is a valid requirement to transfer earlier payroll charges, OCGA will need to facilitate the transaction.

[The ELF screen capture below indicates the affected fields in the Payroll Transfer form]
2) Fringe benefit transactions will need to be specified by the respective payroll transaction. We will no longer combine fringe benefits amongst the various pay periods nor use ‘99’ pay period for fringe benefit payroll transactions.

[The ELF Screen capture below indicates the affected fields on the Payroll Transfer form]

These interim process changes will enable the automatic calculation of fringe benefits for FY’14 once KFS is live, at which time ELF (Electronic Forms) will be retired for payroll
transfers. Payroll transfers will be performed in KFS using the Salary Expense Transfer (ST) document.

In KFS, manual calculation and entry of fringe benefits will no longer be required of the Unit performing the payroll transfer (the ST document will automatically calculate fringe based on the total transfer amount for an employee for a select pay period.)

**Whom Can I Contact for More Information?**

Send email questions to kfs@umd.edu

Or you may contact:

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