



PAYROLL/PERSONNEL
W2 EXTRACT UPDATE - PPP610
 UPAY832 (R12/06 R1745)

			YEAR		REPORT SORT	UPDATE EMP STATUS	UPDATE HOME DEPT	UPDATE SSN	UPDATE ADDRESS	UPDATE W2 IND
1	11	12	13	14	15	16	17	18	19	
P	P	P	6	1	0	-	S	P	E	C
			<small>MUST MATCH EXTRACT HEADER DATE</small>	<small>OR BLANK - ID ORDER N - NAME ORDER</small>	<small>Y - UPDATE EMPLOYEE STATUS</small>	<small>Y - UPDATE HOME DEPARTMENT</small>	<small>Y - UPDATE SOCIAL SECURITY NUMBER</small>	<small>Y - UPDATE PERMANENT AND FOREIGN ADDRESS</small>	<small>Y - UPDATE ELECTRONIC W2 INDICATOR</small>	

AT LEAST ONE UPDATE MUST BE SELECTED

PREPARED BY:	DATE
AUTHORIZED BY:	DATE