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SR82473

Federal/State Tax Withholding Allowances Edit Removal.

Objective:

The objective of this release is to correct errors reported in the Base Payroll System OPT1 and OPT2 screens. These errors include:

1. Federal Tax withholding allowances limit (150 max allowed).
2. State Tax withholding allowances limit (150 max allowed).

Project Type:

This is a modification to the OPT1 and OPT2 functions within the Payroll/Personnel System (PPS).

Requested by:

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Due Date(s):

Not Urgent

Statement of Business Need:

Errors identified in this service request have created additional work for locations when processing rush checks through the PPS. This request will reduce rush check processing time and, in doing so, will improve the effectiveness of the payroll offices. Also, this request will remove inconsistencies that exists between the rush check module, EDB, and payroll compute processes.

Background:

Release 1656 addressed an issue with the number of withholding allowances allowed in the EDB. The release states:

“Based on the Federal and State worksheets for determining the number of allowances to claim on the Form W-4, there is no legal limitation of 150. That is, if an employee is eligible to claim more than 150 allowances, then the employee should be able to do so. Therefore, the value/range of the personal allowances needs to be modified to allow a greater number.”

At the time of issuance, no instruction was given to update the OPT1 and OPT2 functions with the same logic.

Current Process:Federal and State Tax Withholding Allowances

There is an edit on the number of personal allowances that can be entered into the applicable Federal and State fields displayed in OPT1 and OPT2. This edit prevents any values of 151-996 from being entered into the Federal or State tax withholding allowances fields.

Proposed Process:Federal and State Tax Withholding Allowances

The edit on the number of personal allowances that can be entered into the applicable Federal and State fields displayed in OPT1 and OPT2 should be increased from 150 to 996. The edits for the special values (997, 998, and 999) should remain in place for both the Federal and State allowances fields.

If possible, the edits in place on the EDB can be copied to the OPT1 and OPT2 functions. The edits within the EDB are correct.