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REPORT 418

W-2 FORM - WAGE & TAX STATEMENT (REPORT 4 of 4)

PAYROLL

PURPOSE: To provide W-2's Statistics at an Agency Level for the Consolidated Payroll Office.  
 CONTENT: W-2's Counts and Totals.  
 SEQUENCE: N/A

REPORT NO: 418	NASA PERSONNEL AND PAYROLL SYSTEM	PAGE:
SEQUENCE BY:	INSTALLATION NAME	DATE:
	W-2'S EDIT REPORT AND STATISTICS	TIME:
	AS OF MM/DD/YY	
AGENCY TOTALS		
-----		
EMPLOYEES WITH HIT (MQFE) ONLY	=	a,aaa,aaa
EMPLOYEES WITH HIT (MQFE) AND FICA	=	f,fff,fff
EMPLOYEES ON FILE	=	d,ddd,ddd
-----		
EMPLOYEES WITH NO GROSS	=	e,eee,eee
TOTAL EMPLOYEE W-2 FORMS	=	c,ccc,ccc
-----		
TTL EMPLOYEE COMPENSATION (NOT DEF)	=	g,ggg,ggg.gg
TOTAL DEFERRED COMPENSATION	=	hhh,hhh,hhh.hh
FEDERAL TAX WITHHELD	=	iii,iii,iii.ii
-----		
TOTAL HOSP. INS. TAX WAGES	=	j,jjj,jjj,jjj.jj
TOTAL HOSP. INS. TAX DEDUCTED	=	kkk,kkk,kkk.kk
-----		
TOTAL FICA WAGES	=	lll,lll,lll.ll
TOTAL FICA DEDUCTED	=	mmm,mmm,mmm.mmm
-----		
TOTAL STATE TAX EARNINGS	=	n,nnn,nnn,nnn.nn
TOTAL STATE TAX REDUCTION	=	ooo,ooo,ooo.oo
-----		
TOTAL COUNTY TAX EARNINGS	=	ppp,ppp,ppp.ppp
TOTAL COUNTY TAX DEDUCTION	=	qqq,qqq,qqq.qqq
-----		
TOTAL CITY TAX EARNINGS	=	rrr,rrr,rrr.rr
TOTAL CITY TAX DEDUCTION	=	sss,sss,sss.ss
-----		
TOTAL EARNED INCOME CREDIT	=	ttt,ttt,ttt.tt
-----		
TOTAL EMPLOYEE COMPENSATION		
INCLUDES NON-PAY SUBJ WH	=	uuu,uuu,uuu.uu
AND NON-PAY NOT SUBJ TO WH	=	vvv,vvv,vvv.vv

See Next Page For Data Elements.

**FUND SOURCE 1 REPORT  
DATA ELEMENTS  
REPORT 818**

51	INTERCENTER TRANSFER SALARIES	Sum of Salary: Total Pay for the above employees during the time period selected.
52	OTHER SEPARATIONS	Number of employees leaving NASA service for reasons other than retirement during the time period selected. NOAC = 312 through 386.
53	OTHER SEPARATIONS SALARIES	Sum of Salary: Total Pay for the above employees during the time period selected.
54	TOTAL LOSSES	Sum of all the above for numbers of all losses in each category for the time period selected. Sum of items 48, 50, 52, and 68 (page 3) or 44, 48, 50, 52, and 72 (page 4).
55	TOTAL SALARY LOSSES	Sum of salaries for the above employees. Sum of items 49, 51, 53, and 69 (page 3) or 45, 49, 51, 53, and 73 (page 4).
56	RETURN-TO-DUTY ACTIONS	Number of employees returning to duty during the time period selected. Employees previously in extended LWOP category. NOAC = 292.
57	RTD SALARIES	Sum of Annual Salary (Gross Earnings: B/W) for the above employees for the time period selected.
58	EXTENDED LWOP ACTIONS	Number of employees in a non-paid leave status for longer than a 30-day period for the time period selected. NOAC = 450, 452, 460, 471, 472, 473, or 480 or Duty Status = L, M, S, or F.
59	EXTENDED LWOP HOURS	Sum of leave without pay hours (LWOP: Used B/W) accumulated through the time period selected. NOAC = 450, 452, 460, 471, 472, 473, or 480 or Duty Status = L, M, S, or F.
60	EXTENDED LWOP DOLLARS	Calculate for each employee on LWOP (computed value = LWOP: Used B/W * Salary: Hourly) and sum for all employees. NOAC = 450, 452, 460, 471, 472, 473, or 480 or Duty Status = L, M, S, or F.
61	INCIDENTAL LWOP HOURS	Sum of leave without pay hours (LWOP: Used B/W) accumulated though the time period selected. NOAC not equal <u>450, 452, 460, 471, 472, 473, 480</u> <del>460</del> or Duty-Status not equal <u>L, M, S, or F</u> .
62	INCIDENTAL LWOP DOLLARS	Calculate for each employee on LWOP (computed value = LWOP: Used B/W * Salary: Hourly) and sum for all employees. NOAC not equal <u>450, 452, 460, 471, 472, 473, 480</u> <del>460</del> or Duty-Status not equal <u>L, M, S, or F</u> .
63	HOLIDAY HOURS	Number of holiday work hours (Holiday: Hours B/W) plus adjustments (Holiday/Wked: Cur Adj Hours) paid for the time period selected.
64	HOLIDAY DOLLARS	Sum of holiday work dollars (Holiday Earnings: B/W) plus adjustments (Holiday/Wked: Cur Adj Earn) paid for the time period selected.
65	AVAILABILITY PAY DOLLARS	Sum of availability pay (Availability Pay: B/W) plus adjustments (Availability Pay: Adj) for the time period selected.
66	OTHER CONVERSIONS ACTIONS COOP	Number of other conversions (NOAC 5\$\$ or NOAC 781) to TO FTP FTP for the time period selected. Old Position Type equals (1 with Old Level = I), 2, 3, 4, 5, 8, 9 and New Position Type equals (0 with New Level = I), 6, 7.
67	OTHER CONVERSIONS TO FTP SALARIES	Sum of Salary: Total Pay for line 66 employees for the time period selected.
68	CONVERSION FROM ACTIONS COOP	Number of conversions (NOAC 5\$\$ or NOAC 781) from full- FTP time permanent for the time period selected. (Old Position Type equal 6 or 7 or (Old Position Type equal 0 and Old eq I)) and (New Position Type not equal 6 or 7 or (New Position Type not equal 0 and New COOPLEV eq I).)
69	CONVERSION FROM SALARIES	Sum of Salary: Total Pay for line 68 employees for the time FTP period selected.

**REPORT 555**

**LEAVE AND EARNINGS STATEMENT**

**PAYROLL**

- PURPOSE:** To provide employees with a statement of current leave and earnings information.
- CONTENT:** Report produced for employees with biweekly pay or biweekly deductions. Report can be produced for a single SSN.
- SEQUENCE:** Selective by Center and the following selections:
- 1) Org Assigned by Name
  - 2) Org Detailed/Org Located/Org Assigned by Name
  - 3) T&A Code by Name
  - 4) T&A Code/Org Located/Org Assigned by Name
  - 5) Name Only
  - 6) Org Located/Org Assigned by Name

See next page for report layout.

**LEAVE AND EARNINGS STATEMENT  
REPORT 555, 1/2**

NASA Leave and Earning Statement				Name	1				SS #	2				CTR ID	3	
Basic Rate	4	OT Rate	5	Basic Annual	6	Pay Date	7	PP End	8	PP No.	9	Lv PP No	10			
Org. Assigned	11	Org. Located	12	Org. Detail	13	T&A Code	14	FEHB	15	Grade	16	Step	17	Seq.	18	
EARNINGS SECTION					TAXES AND DEDUCTIONS SECTION					TAX INFORMATION				PCS YTD		
Desc.	Biwk Hrs.	Biwk Amt.	Adj. Amt.	YTD Earn.	Desc.	Biwk Amt.	Adj. Amt.	YTD Deductions	State Code	168			Taxable	182		
									Desc	Fed	St	City	Non Tax	183		
Base	19	20	21	22	Fed Tax	96	97	98	Marital	169	170	171	Fed Tax	184		
O/T	23	24	25	26	State Tax	99	100	101	Exempt	172	173	174	St Tax	185		
Night Diff	27	28	29	30	Frmr St Tx	102	103	104	Add Exempt	175	176	177	City/Cty	186		
Sun Diff	31	32	33	34	City/Cty	105	106	107	Add Amount	178	179	180	HIT	187		
Awd/Bonus	35	36	37	38	OASDI	108	109	110	Ytd Net Erngs	181			OASDI	188		
Hlwk/Credit	39	40	41	42	HIT	111	112	113	TSP DISTRIBUTION				Perct/Amt	189		
Haz Duty	43	44	45	46	CSRS	114	115	116	Fund	Curr	Basic	Match	YTD			
Lump	47	48	49	50	FERS	117	118	119	G	190	191	192	193			
Comp Pd	51	52	53	54	FEHB	120	121	122	F	194	195	196	197			
AUO	55	56	57	58	FEGLI	123	124	125	C	198	199	200	201			
Cola	59	60	61	62	TSP	126	127	128	S	202	203	204	205			
FireFighter	63	64	65	66	Vol Allot	129	130	131	I	206	207	208	209			
Supr Diff	67	68	69	70	CFC	132	133	134	Bonds	Balance	CUM RETIREMENT/MIL DEPOSIT					
Forgn Diff	71	72	73	74	Bonds	135	136	137	1	210	CSRS	215				
Ret Allow	75	76	77	78	NEBA	138	139	140	2	211	FERS	216				
Staff Diff	79	80	81	82	Dues	141	142	143	3	212	MIL DEP	217				
EIC	83	84	85	86	TSP Loan	144	145	146	4	213	MIL INT	218				
Bd Refund	87	88	89	90	US Indebt	147	148	149	Other	214	MIL BAL	219				
Stat Cut	91	92	93	94	Bankrupt	150	151	152	REMARK SECTION							
					Child Sup	153	154	155	220							
					Garnish	156	157	158								
					Mil Dep	159	160	161								
					Other	162	163	164								
B/W PAY	95	B/W DED	165	B/W NETPAY	166	GROSS YTD	167									
PLEASE VERIFY LEAVE USED AND BALANCE REMAINING - NOTIFY PAYROLL OF ANY VARIANCES.																
ANNUAL LEAVE			SICK LEAVE		RESTORED ANNUAL				DONATED LEAVE (RECPT)			CREDIT HOURS				
Desc.	Curr PP	YTD	Curr PP	YTD	PYCO	259	Acct 1 Cum	Acct 2 Cum	Acct 3 Cum	Desc	Curr PP	YTD	Desc	Curr PP	YTD	

<b>PYCO</b>	N/A	221	N/A	243	Restored		260	<b>261</b>	262	PYCO	N/A	300	PYCO	N/A	323	
<b>Earn</b>	222	223	244	245	Used Curr	263	264	<b>265</b>	266	Used	301	302	Earn	324	325	
<b>Used</b>	224	225	246	247	Dontd Curr	267	268	<b>269</b>	270	Received	303	304	Used	326	327	
<b>RIC</b>	226	227	248	249	Dotd Rtd Curr	271	272	<b>273</b>	274	Returned	305	306	Forf	328	329	
<b>Restricted</b>	228	229	250	251	Balance		275	<b>276</b>	277	Balance		307	BAL		330	
<b>Donated</b>	230	231	N/A	N/A	Expiration Date(s):		278	279	280							
<b>Don Returned</b>	232	<b>233</b>	N/A	N/A	<b>COMPENSATORY (REG)</b>		<b>EXT COMP TIME</b>		<b>REL COMP TIME</b>		TOA Time off Awd		<b>MILITARY LEAVE</b>			
<b>Earned Bal</b>	234		252		<b>Desc</b>	Curr PP	YTD	Curr PP	YTD	Curr PP	YTD	AWD	BAL	PYCO Days	<b>331</b>	
<b>Adv Balance</b>	235		<b>ADVANCED SICK</b>		<b>Earn</b>	281	282	N/A	N/A	308	309	1	316	Used Ytd Hrs	<b>332</b>	
<b>Unearned Adv</b>	236	Adv YTD	253		Used	283	284	294	295	310	311	2	317	Used Ytd Dys	333	
<b>PT C/O Hrs</b>	237	Used Cum	254		Forf	285	286	296	297	312	313	3	318	Usd B/W Hrs	334	
<b>Use/Lose</b>	238	Used Ytd	255		Stat Cut	287	288	N/A	N/A	N/A	N/A	4	319	<b>OTHER LEAVE</b>		
<b>Use/Lose Date</b>	239	Repaid Ytd	256		Paid	289	290	N/A	N/A	N/A	N/A	5	320	Desc	Curr	YTD
<b>Leave Cat</b>	240	Balance	257		Balance	291		298		314		6	321	LWOP	335	336
<b>Leave Ceiling</b>	241	Exp Date	258		PYCO	292		EXP BY NEXT PP:		U/L BY NEXT PP:		NEXT EXP DATE:		AWOL	337	338
<b>WEB ADDR:</b>	242				U/L BY NEXT PP:	293		299		315		322		SUSP	339	400

Each section from the L & E is described below with three columns. The first column indicates the Number associated with the Field on the L & E, the next column indicates the Field Description Name and the last column represents the Data Description.

**Generic Information Section:**

Number	Field Description	Data Description
1	<b>Name</b>	Employee Name
2	<b>SS #</b>	Social Security Number
3	<b>Ctr ID</b>	Center Identification Number
4	<b>Basic Rate</b>	Salary Rate Hourly
5	<b>OT Rate</b>	Overtime Salary Rate
6	<b>Basic Annual</b>	Salary Rate Annual
7	<b>Pay Date</b>	Pay Date
8	<b>PP End</b>	Pay Period Ending Number
9	<b>PP No.</b>	Pay Period Number
10	<b>Lv PP No.</b>	Leave Pay Period Number
11	<b>Org. Assigned</b>	Organization Assigned
12	<b>Org. Located</b>	Organization Located
13	<b>Org. Detail</b>	Organization Detailed
14	<b>T &amp; A Code</b>	Time & Attendance Distribution Code
15	<b>FEHB</b>	Federal Employee's Health Benefit Code
16	<b>Grade</b>	Pay Grade
17	<b>Step</b>	Pay Step
18	<b>Seq.</b>	Leave and Earnings Print Sequence Numbering

**Earnings Section:**

Number	Field Description	Data Description
19	<b>Base Biwk Hrs.</b>	Base Biweekly Hours includes AL, SL, Regular Pay, TOA, Used Comp. Time, Holiday Leave, Restored Leave, Military Leave, Religious Leave, Administration Leave, Extended Leave, COP Leave, Graduate Leave, Jury Leave, Comp. Leave, Credit Hours Used, Home Leave, Donated Annual Leave, Locality Pay, Availability Pay and Severance Pay
20	<b>Base Biwk. Amt.</b>	Base Biweekly Amount Paid
21	<b>Base Adj. Amt.</b>	Base Adjustment Amount Paid
22	<b>Base YTD Earn.</b>	Base Year to Date Earnings Paid
23	<b>O/T Biwk Hrs.</b>	Overtime Biweekly Hours
24	<b>O/T Biwk Amt.</b>	Overtime Biweekly Amount Paid
25	<b>O/T Adj. Amt.</b>	Overtime Adjustment Amount Paid

26	<b>O/T YTD Earn.</b>	Overtime Year to Date Earnings Paid
27	<b>Night Diff Biwk Hrs.</b>	Night Differential Biweekly Hours
28	<b>Night Diff Biwk Amt.</b>	Night Differential Biweekly Amount Paid
29	<b>Night Diff Adj. Amt.</b>	Night Differencail Adjustment Amount Paid
30	<b>Night Diff YTD Earn.</b>	Night Differential Year to Date Earnings Paid
31	<b>Sun Diff Biwk Hrs.</b>	Sunday Differential Biweekly Hours
32	<b>Sun Diff Biwk Amt.</b>	Sunday Differential Biweekly Amount Paid
33	<b>Sun Diff Adj. Amt.</b>	Sunday Differential Adjustment Amount Paid
34	<b>Sun Diff YTD Earn.</b>	Sunday Differecial Year to Date Earnings Paid
35	<b>Adw/Bonus Biwk Hrs</b>	Not Applicable
36	<b>Adw/Bonus Biwk Amt.</b>	Award/Bonus Biweekly Amount Paid
37	<b>Awd/Bonus Adj. Amt.</b>	Not Applicable
38	<b>Awd/Bonus YTD Earn.</b>	Award/Bonus Year to Date Earnings Paid
39	<b>Hlwk/Credit Biwk Hrs.</b>	Holiday Worked and Credit Biweekly Hours
40	<b>Hlwk/Credit Biwk Amt.</b>	Holiday Worked and Credit Biweekly Amount Paid
41	<b>Hlwk/Credit Adj. Amt.</b>	Holiday Worked and Credit Adjustment Amount Paid

<b>Number</b>	<b>Field Description</b>	<b>Data Description</b>
42	<b>Hlwk/Credit YTD Earn.</b>	Holiday Worked and Credit Year to Date Earnings Paid
43	<b>Haz Duty Biwk Hrs.</b>	Hazard Duty Biweekly Hours
44	<b>Haz Duty Biwk Amt.</b>	Hazard Duty Biweekly Amount Paid
45	<b>Haz Duty Adj. Amt.</b>	Hazard Duty Adjustment Amount Paid
46	<b>Haz Duty YTD Earn.</b>	Hazard Duty Year to Date Earnings Paid
47	<b>Lump Biwk Hrs.</b>	Lump Biweekly Hours
48	<b>Lump Biwk Amt.</b>	Lump Biweekly Amount Paid
49	<b>Lump Adj. Amt.</b>	Lump Adjustment Amount Paid
50	<b>Lump YTD Earn.</b>	Lump Year to Date Earnings Paid
51	<b>Comp Pd. Biwk Hrs.</b>	Compensatory Paid Biweekly Hours
52	<b>Comp Pd Biwk Amt.</b>	Compensatory Paid Biweekly Amount
53	<b>Comp Pd Adj. Amt.</b>	Not Applicable
54	<b>Comp Pd YTD Earn.</b>	Compensatory Paid Year to Date Earnings
55	<b>AUO Biwk Hrs.</b>	Not Applicable
56	<b>AUO Biwk Amt.</b>	Administratively Uncontrollable Overtime Amount Paid
57	<b>AUO Adj. Amt.</b>	Administratively Uncontrollable Adjustment Amount Paid
58	<b>AUO YTD Earn.</b>	Administratively Uncontrollable Year to Date Earnings Paid
59	<b>Cola Biwk Hrs.</b>	Not Applicable
60	<b>Cola Biwk Amt.</b>	Cost of Living Allowance Biweekly Amount Paid
61	<b>Cola Adj. Amt.</b>	Cost of Living Allowance Biweekly Adjustment Amount
62	<b>Cola YTD Earn.</b>	Cost of Living Allowance Year to Date Earnings Paid
63	<b>FireFighter Biwk Hrs.</b>	Not Applicable
64	<b>FireFighter Biwk Amt.</b>	Fire Fighters Biweekly Amount Paid
65	<b>FireFighter Adj. Amt.</b>	Fire Fighters Adjustment Amount Paid
66	<b>FireFighter YTD Earn.</b>	Fire Fighters Year to Date Earnings Paid
67	<b>Supr Diff Biwk Hrs.</b>	Not Applicable
68	<b>Supr Diff Biwk Amt.</b>	Supervisory Differential Biweekly Amount Paid
69	<b>Supr Diff Adj. Amt.</b>	Supervisory Differential Adjustment Paid
70	<b>Supr Diff YTD Earn.</b>	Supervisory Differential Year to Date Earnings Paid

71	<b>Forgn Diff Biwk Hrs.</b>	Not Applicable
72	<b>Forgn Diff Biwk Amt.</b>	Foreign Differential Biweekly Amount Paid
73	<b>Forgn Diff Adj. Amt.</b>	Foreign Differential Adjustment Amount Paid
74	<b>Forgn Diff YTD Earn.</b>	Foreign Differential Year to Date Earnings Paid
75	<b>Ret Allow Biwk Hrs.</b>	Not Applicable
76	<b>Ret Allow Biwk Amt.</b>	Retention Allowance Biweekly Amount Paid
77	<b>Ret Allow Adj. Amt.</b>	Retention Allowance Adjustment Amount Paid
78	<b>Ret Allow YTD Earn.</b>	Retention Allowance Year to Date Earnings Paid
79	<b>Staff Diff Biwk Hrs.</b>	Not Applicable
80	<b>Staff Diff Biwk Amt.</b>	Staff Differential Biweekly Amount Paid
81	<b>Staff Diff Adj. Amt.</b>	Staff Differential Adjustment Amount Paid
82	<b>Staff Diff YTD Earn.</b>	Staff Differential Year to Date Earnings Paid
83	<b>EIC Biwk Hrs.</b>	Not Applicable
84	<b>EIC Biwk Amt.</b>	Earned Income Credit Biweekly Amount Paid
85	<b>EIC Adj. Amt.</b>	Earned Income Credit Biweekly Adjustment Amount Paid
86	<b>EIC YTD Earn.</b>	Earned Income Credit Year to Date Earnings Paid
87	<b>Bd Refund Biwk Hrs</b>	Not Applicable
88	<b>Bd Refund Biwk Amt.</b>	Bond Refund Biweekly Amount
89	<b>Bd Refund Adj. Amt.</b>	Not Applicable
90	<b>Bd Refund YTD Earn.</b>	Bond Refund Year to Date Earnings Paid
91	<b>Stat Cut Biwk Hrs.</b>	Not Applicable
92	<b>Stat Cut Biwk Amt.</b>	Statutory Cut Biweekly Amount Paid
93	<b>Stat Cut Adj. Amt.</b>	Not Applicable
94	<b>Stat Cut YTD Earn.</b>	Statutory Cut Year to Date Earnings Paid
95	<b>B/W PAY</b>	Total Biweekly Gross Earnings

**Taxes and Deductions Section:**

<b>Number</b>	<b>Field Description</b>	<b>Data Description</b>
96	<b>Fed Tax Biwk Amt.</b>	Federal Tax Biweekly Amount
97	<b>Fed Tax Adj. Amt.</b>	Federal Tax Adjustment Amount
98	<b>Fed Tax YTD Deductions</b>	Federal Tax Year to Date Deductions
99	<b>State Tax Biwk Amt.</b>	State Tax Biweekly Amount
100	<b>State Tax Adj. Amt.</b>	State Tax Adjustment Amount
101	<b>State Tax YTD Deductions</b>	State Tax Year to Date Deductions
102	<b>Frmr St Tx Biwk Amt.</b>	Not Applicable
103	<b>Frmr St Tx Adj. Amt.</b>	Former State Tax Adjustment Amount
104	<b>Frmr St Tx YTD Deductions</b>	Former State Tax Year to Date Deductions
105	<b>City/Cty Biwk Amt.</b>	City/County Biweekly Amount
106	<b>City/Cty Adj. Amt.</b>	City/County Biweekly Adjustment Amount
107	<b>City/Cty YTD Deductions</b>	City/County Year to Date Deductions
108	<b>OASDI Biwk Amt.</b>	Old Age Survivors Disability Insurance Biweekly Amount
109	<b>OASDI Adj. Amt.</b>	OASDI Adjustment Amount
110	<b>OASDI YTD Deductions</b>	OASDI Year to Date Deductions
111	<b>HIT Biwk Amt.</b>	Health Insurance Tax (Social Security Medicare) Biweekly Amount
112	<b>HIT Adj. Amt.</b>	HIT Adjustment Amount
113	<b>HIT YTD Deductions</b>	HIT Year to Date Deductions
114	<b>CSRS Biwk Amt.</b>	Civil Service Retirement System Biweekly Amount
115	<b>CSRS Adj. Amt.</b>	CSRS Adjustment Amount
116	<b>CSRS YTD Deductions</b>	CSRS Year to Date Deductions
117	<b>FERS Biwk Amt.</b>	Federal Employee Retirement System Biweekly Amount
118	<b>FERS Adj. Amt.</b>	FERS Adjustment Amount
119	<b>FERS YTD Deductions</b>	FERS Year to Date Deductions
120	<b>FEHB Biwk Amt.</b>	Federal Employees Health Benefits Biweekly Amount
121	<b>FEHB Adj. Amt.</b>	FEHB Adjustment Amount
122	<b>FEHB YTD Deductions</b>	FEHB Year to Date Deductions
123	<b>FEGLI Biwk Amt.</b>	Federal Employees Group Life Insurance Biweekly Amount
124	<b>FEGLI Adj. Amt.</b>	FEGLI Adjustment Amount
125	<b>FEGLI YTD Deductions</b>	FEGLI Year to Date Deductions
126	<b>TSP Biwk Amt.</b>	Thrift Savings Plan Biweekly Amount
127	<b>TSP Adj. Amt.</b>	TSP Adjustment Amount
128	<b>TSP YTD Deductions</b>	TSP Year to Date Deductions

<b>Number</b>	<b>Field Description</b>	<b>Data Description</b>
129	<b>Vol Allot Biwk Amt.</b>	Voluntary Allotment Biweekly Amount
130	<b>Vol Allot Adj. Amt.</b>	Not Applicable
131	<b>Vol Allot YTD Deductions</b>	Voluntary Allotment Year to Date Deductions
132	<b>CFC Biwk Amt.</b>	Combined Federal Campaign Biweekly Amount
133	<b>CFC Adj. Amt.</b>	CFC Adjustment Amount
134	<b>CFC YTD Deductions</b>	CFC Year to Date Deductions
135	<b>Bonds Biwk Amt.</b>	Multiple Bond Biweekly Amount
136	<b>Bonds Adj. Amt.</b>	Not Applicable
137	<b>Bonds YTD Deductions</b>	Bond Year to Date Deductions
138	<b>NEBA Biwk Amt.</b>	NASA Employees Benefits Association - Life Insurance Biweekly Amount
139	<b>NEBA Adj. Amt.</b>	Not Applicable
140	<b>NEBA YTD Deductions</b>	NEBA Year to Date Deductions
141	<b>Dues Biwk Amt.</b>	Union and Senior Executive Association Biweekly Amount
142	<b>Dues Adj. Amt.</b>	Union/SEA Adjustment Amount
143	<b>Dues YTD Deductions</b>	Union/SEA Year to Date Deductions
144	<b>TSP Loan Biwk Amt.</b>	Thrift Savings Plan Loan Biweekly Amount
145	<b>TSP Loan Adj. Amt.</b>	Not Applicable
146	<b>TSP Loan YTD Deductions</b>	TSP Loan Year to Date Deductions
147	<b>US Indebt Biwk Amt.</b>	Multiple Federal Indebtedness Biweekly Amount
148	<b>US Indebt Adj. Amt.</b>	Not Applicable
149	<b>US Indebt YTD Deductions</b>	US Indebtedness Year to Date Deduction
150	<b>Bankrupt Biwk Amt</b>	Bankruptcy Biweekly Amount
151	<b>Bankrupt Adj Amt</b>	Bankruptcy Adjustment Amount
152	<b>Bankrupt YTD Deductions</b>	Bankruptcy Year to Date Deductions
153	<b>Child Sup Biwk Amt.</b>	Multiple Child Support Payments Biweekly Amount
154	<b>Child Sup Adj. Amt.</b>	Not Applicable
155	<b>Child Sup YTD Deductions</b>	Child Support Year to Date Deductions
156	<b>Garnish Biwk Amt</b>	Garnishment Biweekly Amount
157	<b>Garnish Adj Amt</b>	Not Applicable
158	<b>Garnish YTD Deductions</b>	Garnishment Year to Date Deductions
159	<b>Mil Dep Biwk Amt.</b>	Military Deposit Biweekly Amount
160	<b>Mil Dep Adj. Amt.</b>	Not Applicable

Number	Field Description	Data Description
161	<b>Mil Dep YTD Deductions</b>	Military Deposit Year to Date Deductions
162	<b>Other Biwk Amt.</b>	Bill of Collection/Miscellaneous Deduction/Advance Pay Biweekly Amount
163	<b>Other Adj. Amt.</b>	Other Adjustment Amount
164	<b>Other YTD Deductions</b>	Other Year to Date Deductions
165	<b>B/W DED</b>	Total Biweekly Deductions
166	<b>B/W NET PAY</b>	Total Biweekly Net Pay Earnings
167	<b>GROSS YTD</b>	Gross Year to Date Earnings

**Tax Information Section:**

Number	Field Description	Data Description
169	<b>State Code</b>	State Tax Entity
170	<b>Fed Marital</b>	Federal Marital Code
171	<b>St Marital</b>	State Marital Code
172	<b>City Marital</b>	Local Marital Code
172	<b>Fed Exempt</b>	Federal Exemptions
173	<b>St Exempt</b>	State Exemptions
174	<b>City Exempt</b>	City Exemptions
175	<b>Fed Add Exempt</b>	Not Applicable
176	<b>St Add Exempt</b>	State Additional Exemptions
177	<b>City Add Exempt</b>	Local Additional Exemptions
178	<b>Fed Add Amount</b>	Federal Additional Amount Withheld
179	<b>St Add Amount</b>	State Additional Amount Withheld
180	<b>City Add Amount</b>	Local Additional Amount Withheld
181	<b>Ytd Net Erngs</b>	Gross Year to Date Earnings Less Year to Date Deductions

**Permanent Change of Station (PCS) Year To Date Section:**

Number	Field Description	Data Description
182	<b>Taxable YTD</b>	PCS Taxable Year to Date Earnings
183	<b>Non Tax YTD</b>	PCS Non Taxable Year to Date Earnings
184	<b>Fed Tax YTD</b>	Federal Income Tax Withheld Year to Date
185	<b>St Tax YTD</b>	State Income Tax Withheld Year to Date
186	<b>City/Cty YTD</b>	Local Income Tax Withheld Year to Date
187	<b>HIT YTD</b>	Health Insurance Tax Withheld Year to Date
188	<b>OASDI YTD</b>	Old Age Survivors Disability Insurance Withheld Year to Date

**Thrift Savings Plan Distribution (TSP) Section:**

There are currently three distribution plans available to Government employees. The categories are as follows:

G = Government Securities Investment Fund

F = Fixed Income Index Investment Fund

C = Common Stock Index Investment Fund

Employees who are in the Civil Service Retirement System will not have Basic or Matching distributions.

There are two categories on the Leave and Earning Statement which are listed; but will be used for future funds. They are as follows:

S = Future Category

I = Future Category

Number	Field Description	Data Description
189	<b>TSP Perct/Amt</b>	Thrift Savings Plan Percentage Rate or Amount
190	<b>Fund G Curr</b>	G Fund Current Distribution
191	<b>Fund G Basic</b>	G Fund Basic Distribution
192	<b>Fund G Match</b>	G Fund Matching Distribution
193	<b>Fund G YTD</b>	G Fund Year to Date Deduction
194	<b>Fund F Curr</b>	F Fund Current Distribution
195	<b>Fund F Basic</b>	F Fund Basic Distribution
196	<b>Fund F Match</b>	F Fund Matching Distribution
197	<b>Fund F YTD</b>	F Fund Year to Date Deductions
198	<b>Fund C Curr</b>	C Fund Current Distribution
199	<b>Fund C Basic</b>	C Fund Basic Distribution
200	<b>Fund C Match</b>	C Fund Matching Distribution
201	<b>Fund C YTD</b>	C Fund Year to Date Deduction
202	<b>Fund S Curr</b>	Future Category
203	<b>Fund S Basic</b>	Future Category

Number	Field Description	Data Description
204	<b>Fund S Match</b>	Future Catagory
205	<b>Fund S YTD</b>	Future Catagory
206	<b>Fund I Curr</b>	Future Catagory
207	<b>Fund I Basic</b>	Future Catagory
208	<b>Fund I Match</b>	Future Catagory
209	<b>Fund I YTD</b>	Future Catagory

**Bond Section:**

Number	Field Description	Data Description
210	<b>Bond 1 Balance</b>	Bond Balance for 1st Bond
211	<b>Bond 2 Balance</b>	Bond Balance for 2nd Bond
212	<b>Bond 3 Balance</b>	Bond Balance for 3rd Bond
213	<b>Bond 4 Balance</b>	Bond Balance for 4th Bond
214	<b>Other Balance</b>	Bond Balance for 5th thru 10th

**Cumulative Retirement/Military Deposit Section:**

Number	Field Description	Data Description
215	<b>CSRS</b>	Civil Service Retirement System Cumulative Amount
216	<b>FERS</b>	Federal Employees Retirement System Cumulative Amount
217	<b>MIL DEP</b>	Military Deposit Required Amount
218	<b>MIL INT</b>	Military Deposit Cumulative Interest Amount
219	<b>MIL BAL</b>	Military Deposit Current Balance Due Amount

**Remark Section (Number 220):**

The Remark Section may contain comments provided by the Consolidated Payroll Office (CPO) for any type of payroll notification for each center.

**Annual Leave Section:**

<b>Number</b>	<b>Field Description</b>	<b>Data Description</b>
221	<b>PYCO YTD</b>	Prior Year Carry Over Year to Date Balance
222	<b>Earn Curr PP</b>	Accrued Current Pay Period
223	<b>Earn YTD</b>	Accrued Year to Date
224	<b>Used Curr PP</b>	Used Current Pay Period
225	<b>Used YTD</b>	Used Annual Leave Year to Date
226	<b>RIC Curr PP</b>	Reduction In Credit Current Pay Period
227	<b>RIC YTD</b>	Reduction In Credit Year to Date
228	<b>Restricted Curr PP</b>	Restricted Current Pay Period (Applicable to Employees on Donated Leave Program)
229	<b>Restricted YTD</b>	Restricted Year to Date
230	<b>Donated Curr PP</b>	Donated Current Pay Period by Donor
231	<b>Donated YTD</b>	Donated Year to Date by Donor
232	<b>Don Returned Curr PP</b>	Donated Returned Current Pay Period to Doner
233	<b>Don Returned YTD</b>	Donated Returned Year to Date to Doner
234	<b>Earned Balance</b>	Actual Annual Leave Balance
235	<b>Adv Balance</b>	Total of Earned Balanced and Unearned Balance
236	<b>Unearned Adv</b>	Remaining Annual Leave to be Advanced for Current Leave Year
237	<b>PT C/O Hrs</b>	Part Time Carry Over Hours Balance (Applicable to Part Time Employees)
238	<b>Use/Lose</b>	Use or Lose Hours Balance by Leave Year End
239	<b>Use/Lose Date</b>	Date Use/Lose Hours Must be Used
240	<b>Leave Cat</b>	Leave Catagory Used for Annual Leave Accural Rate
241	<b>Leave Ceiling</b>	Maximum Carry Over Allowed
242	<b>WEB ADDR:</b>	WEB Address for Leave and Earnings Field Descriptions

**Sick Leave Section:**

<b>Number</b>	<b>Field Description</b>	<b>Data Description</b>
243	<b>PYCO YTD</b>	Prior Year Carry Over Year to Date
244	<b>Earn Curr PP</b>	Accrued Current Pay Period
245	<b>Earn YTD</b>	Accrued Year to Date
246	<b>Used Curr PP</b>	Used Current Pay Period
247	<b>Used YTD</b>	Used Sick Leave Year to Date
248	<b>RIC Curr PP</b>	Reduction In Credit Current Pay Period
249	<b>RIC YTD</b>	Reduction In Credit Year to Date
250	<b>Restricted Curr PP</b>	Restricted Current Pay Period (Applicable to Employees on Donated Leave Program)
251	<b>Restricted YTD</b>	Restricted Year to Date
252	<b>Earned Balance YTD</b>	Actual Sick Leave Balance

**Advanced Sick Leave Section:**

<b>Number</b>	<b>Field Description</b>	<b>Data Description</b>
253	<b>Adv YTD</b>	Advanced Year to Date Sick Leave
254	<b>Used Cum</b>	Total Advance Sick Leave Used for All Years
255	<b>Used YTD</b>	Advanced Sick Leave Used Year to Date
256	<b>Repaid YTD</b>	Advanced Sick Leave Repaid Year to Date
257	<b>Balance</b>	Balance of Advanced Sick Leave
258	<b>Exp Date</b>	Expiration Date to Use or Expire By

**Restored Annual Leave Section:**

<b>Number</b>	<b>Field Description</b>	<b>Data Description</b>
259	<b>PYCO</b>	Prior Year Carry Over
260	<b>Restored Acct 1 Cum</b>	Cumulative Restored Leave for Account 1
261	<b>Restored Acct 2 Cum</b>	Cumulative Restored Leave for Account 2
262	<b>Restored Acct 3 Cum</b>	Cumulative Restored Leave for Account 3
263	<b>Used Curr</b>	Used Current Pay Period
264	<b>Used Curr Acct 1 Cum</b>	Cumulative Used for Account 1
265	<b>Used Curr Acct 2 Cum</b>	Cumulative Used for Account 2
266	<b>Used Curr Acct 3 Cum</b>	Cumulative Used for Account 3
267	<b>Dontd Curr</b>	Donated Current Pay Period
268	<b>Dontd Curr Acct 1 Cum</b>	Cumulative Donated for Account 1
269	<b>Dontd Curr Acct 2 Cum</b>	Cumulative Donated for Account 2
270	<b>Dontd Curr Acct 3 Cum</b>	Cumulative Donated for Account 3
271	<b>Dontd Rtd Curr</b>	Donated Returned Current Pay Period
272	<b>Dontd Rtd Curr Acct 1 Cum</b>	Cumulative Donated Returned for Account 1
273	<b>Dontd Rtd Curr Acct 2 Cum</b>	Cumulative Donated Returned for Account 2
274	<b>Dontd Rtd Curr Acct 3 Cum</b>	Cumulative Donated Returned for Account 3
275	<b>Balance Acct 1 Cum</b>	Balance Cumulative for Account 1
276	<b>Balance Acct 2 Cum</b>	Balance Cumulative for Account 2
277	<b>Balance Acct 3 Cum</b>	Balance Cumulative for Account 3
278	<b>Expiration Date Acct 1 Cum</b>	Expiration Date to Use or Expire By for Account 1
279	<b>Expiration Date Acct 2 Cum</b>	Expiration Date to Use or Expire By for Account 2
280	<b>Expiration Date Acct 3 Cum</b>	Expiration Date to Use or Expire By for Account 3

**Compensatory (Regular) Leave Section:**

Number	Field Description	Data Description
281	<b>Earn Curr PP</b>	Earned Current Pay Period
282	<b>Earn YTD</b>	Earned Year to Date
283	<b>Used Curr PP</b>	Used Current Pay Period
284	<b>Used YTD</b>	Used Year to Date
285	<b>Forf Curr PP</b>	Forfeited Current Pay Period
286	<b>Forf YTD</b>	Forfeited Year to Date
287	<b>Stat Cut Curr PP</b>	Statutory Cut Current Pay Period
288	<b>Stat Cut YTD</b>	Statutory Cut Year to Date
289	<b>Paid Curr PP</b>	Paid Current Pay Period
290	<b>Paid YTD</b>	Paid Year to Date
291	<b>Balance Curr PP</b>	Year to Date Balance
292	<b>PYCO</b>	Prior Year Carry Over
293	<b>U/L BY NEXT PP:</b>	Use or Lose Hours Before Next Pay Period

**Extended Compensatory Time (EXT COMP TIME) Section :**

Number	Field Description	Data Description
294	<b>Used Curr PP</b>	Used Current Pay Period
295	<b>Used YTD</b>	Used Year to Date
296	<b>Forf Curr PP</b>	Forfeited Current Pay Period
297	<b>Forf YTD</b>	Forfeited Year to Date
298	<b>Balance</b>	Year to Date Balance
299	<b>EXP BY NEXT PP:</b>	Number of Hours to Expire by Next Pay Period

**Donated Leave Recipient (RECPT) Section:**

Number	Field Description	Data Description
300	<b>PYCO YTD</b>	Prior Year Carry Over Year to Date
301	<b>Used B/W</b>	Used Current Pay Period
302	<b>Used YTD</b>	Used Year to Date
303	<b>Received B/W</b>	Received Current Pay Period
304	<b>Received YTD</b>	Received Year to Date
305	<b>Returned Curr PP</b>	Returned Current Pay Period
306	<b>Returned YTD</b>	Returned Year to Date
307	<b>Balance YTD</b>	Year to Date Prior Year Carry Over plus YTD Received minus YTD Used minus YTD Returned equals YTD Balance

**Religious Compensatory Time Section:**

Number	Field Description	Data Description
308	<b>Earn Curr PP</b>	Earned Current Pay Period
309	<b>Earn YTD</b>	Earned Year to Date
310	<b>Used Curr PP</b>	Used Current Pay Period
311	<b>Used YTD</b>	Used Year to Date
312	<b>Forf Curr PP</b>	Forfeited Current Pay Period
313	<b>Forf YTD</b>	Forfeited Year to Date
314	<b>Balance</b>	Year to Date Balance
315	<b>U/L BY NEXT PP:</b>	Use or Lose Hours Before Next Pay Period

**Time Off Award (TOA) Section:**

Number	Field Description	Data Description
316	<b>AWD 1 BAL</b>	Award 1 Balance
317	<b>AWD 2 BAL</b>	Award 2 Balance
318	<b>AWD 3 BAL</b>	Award 3 Balance
319	<b>AWD 4 BAL</b>	Award 4 Balance
320	<b>AWD 5 BAL</b>	Award 5 Balance
321	<b>AWD 6 BAL</b>	Award 6 Balance
322	<b>NEXT EXP DATE:</b>	Expiration Date of 1st Award to Expire

**Credit Hours Section:**

Number	Field Description	Data Description
323	<b>PYCO YTD</b>	Prior Year Carry Over Year to Date
324	<b>Earn Curr PP</b>	Earned Current Pay Period
325	<b>Earn YTD</b>	Earned Year to Date
326	<b>Used Curr PP</b>	Used Current Pay Period
327	<b>Used YTD</b>	Used Year to Date
328	<b>Forf Curr PP</b>	Forfeited Current Pay Period
329	<b>Forf YTD</b>	Forfeited Year to Date
330	<b>Balance</b>	Balance Year to Date

**Military Leave Section:**

Number	Field Description	Data Description
331	<b>PYCO Days</b>	Prior Year Carry Over Days Based on Fiscal Year
332	<b>Used Ytd Hrs</b>	Used Year to Date Hours
333	<b>Used Ytd Dys</b>	Used Year to Date Days
334	<b>Used B/W Hrs</b>	Used Biweekly Hours

**Other Leave Section:**

<b>Number</b>	<b>Field Description</b>	<b>Data Description</b>
335	<b>LWOP Curr</b>	Leave Without Pay Hours Current Pay Period
336	<b>LWOP YTD</b>	Leave Without Pay Hours Year to Date
337	<b>AWOL Curr</b>	Absent Without Leave Hours Current Pay Period
338	<b>AWOL YTD</b>	Absent Without Leave Hours Year to Date
339	<b>SUSP Curr</b>	Suspension Hours Current Pay Period
340	<b>SUSP YTD</b>	Suspension Hours Year to Date

## SELECTION CRITERIA

Includes employees with following criteria:

- Installation Code equal to user designated Center Code
- B/W Pay or B/W Deductions greater than zero

## COLORADO STATE TAX COMPUTATION

The capability shall be provided for NPPS to compute the biweekly Colorado state tax withholding deduction as follows. Withholding deductions shall be rounded to the nearest dollar. Amounts under 50 cents shall be rounded down to 0 cents. Amounts from 50 to 99 cents shall be rounded up to the next dollar.

$$(A - B) * C + D + E$$

Where,

A = Taxable Gross (refer to the following computation)

B = Tax Table Earnings Floor

C = Tax Table Rate

D = Tax Table Floor Withholding

E = State Tax: Additional W/H

The Taxable Gross shall be computed as follows.

$$A + B + C - D - E$$

Where,

A = Gross Earnings

B = Adjustments to Gross Earnings

C = Foreign Differential

D = Biweekly TSP Total Deduction

E = Exemption Amount (refer to the following computation)

The Exemption Amount shall be computed as follows.

$$A * B$$

Where,

A = State Tax: Exemptions

B = Tax Table exempt amount

**MARYLAND STATE TAX COMPUTATION**

The capability shall be provided for NPPS to compute the biweekly Maryland state tax withholding deduction as follows.

$$(A - B) * C + D + E$$

Where,

A = Taxable Gross (refer to the following computation)

B = Tax Table Earnings Floor

C = Tax Table Rate

D = Tax Table Floor Withholding

E = State Tax: Additional W/H

The Taxable Gross shall be computed as follows.

$$(A + B + C) - D - E$$

Where,

A = Gross Earnings

B = Adjustments to Gross Earnings

C = Foreign Differential

D = ~~Standard Deduction~~ ~~Personal Exemption~~ (refer to the following computation)

E = Exemption Amount (refer to the following computation)

The ~~Standard Deduction~~ ~~Personal Exemption~~ shall be computed as follows.

$$(A + B + C - D) * .15$$

Where,

A = Gross Earnings

B = Adjustments to Gross Earnings

C = Foreign Differential

D = Biweekly TSP Total Deduction

The ~~Standard Deduction~~ ~~Personal Exemption~~ shall not be greater than 77.00 or less than ~~58.00~~ 38.50.

The Exemption Amount shall be computed as follows.

$$A * B$$

Where,

A = State Tax: Exemptions

B = Tax Table exempt amount

### MISSISSIPPI STATE TAX COMPUTATION

The capability shall be provided for NPPS to compute the biweekly Mississippi state tax withholding deduction as follows.

$$(((A - B) * C + D) / 26) + E$$

Where,

- A = Taxable Gross (refer to the following computation)
- B = Tax Table Earnings Floor
- C = Tax Table Rate
- D = Tax Table Floor Withholding
- E = State Tax: Additional W/H

The Taxable Gross shall be computed as follows.

$$((A + B + C - D) * 26) - (E + F)$$

Where,

- A = Gross Earnings
- B = Adjustments to Gross Earnings
- C = Foreign Differential
- D = Biweekly TSP Total Deduction
- E = Standard Deduction (refer to the following computation)
- F = Total Exemption (refer to the following computation)

The Standard Deduction shall be computed as follows.

<b>State Tax: Marital Code</b>	<b>Standard Deduction</b>	
S	2300.00	Single
M	<del>4600.00</del> 3400.00	Married
M	<del>2300.00</del> 1700.00	Married and Spouse Employed
H	3400.00	Single

The Total Exemption shall be computed as follows.

$$A + (B * D) + (C * D)$$

Where,

- A = Personal Exemption (determined by employee as the alternate amount)
- B = State Tax: Exemptions (dependents claimed)
- C = State Tax: Additional Exempts (age and blindness exemption)
- D = Tax Table Exempt Amount

## CONNECTICUT STATE TAX COMPUTATION

The capability shall be provided for NPPS to compute the biweekly Connecticut state tax withholding deduction as follows.

$$(A - (A * B)) / 26 + C$$

Where,

A = Annual Tax Amount (refer to the following computation)

B = Annual Tax Credit Percent (refer to the following computation)

C = State Tax: Additional W/H (value will be positive for additional withholding; negative for reduced withholding)

No State Tax: B/W shall be computed if the employee has elected to be exempt from state tax (Empl Exmpt From St Tax Flag = E).

The Annual Tax Amount shall be computed as follows.

$$A * .045$$

Where, \_\_\_\_\_

~~A = Taxable Gross (refer to the following computation)~~ If Filing Status is "A" or "D" and A (taxable gross) is less than or equal to 10,000.00

$$A * .03$$

If A (taxable gross) is greater than 10,000.00

$$A - 10,000 * .045 + 300.00$$

If Filing Status is "B" and A (taxable gross) is less than or equal to 16,000.00

$$A * .03$$

If A (taxable gross) is greater than 16,000.00

$$A - 16,000.00 * .045 + 480.00$$

If Filing Status is "C" and A (taxable gross) is less than or equal to 20,000.00

$$A * .03$$

If A (taxable gross) is greater than 20,000.00

$$\underline{A - 20,000.00 * .045 + 600.00}$$

Where,

A = Taxable Gross (refer to the following computation)

The Taxable Gross shall be computed as follows.

$$(A + B + C - D) * 26 - E$$

Where,

A = Gross Earnings

B = Adjustments to Gross Earnings

C = Foreign Differential

D = Biweekly TSP Total Deduction

E = Personal Exemption (refer to following computation)