

# **Gemini Project**

Employer Reporting File Validations

Version 0.9

January 14, 2021

Teachers' Retirement System of the State of Illinois














# Contents
















Introduction.....	3
Load Validations .....	4
Business Validations.....	16
Resolutions.....	66
Appendices .....	88















## Introduction














As a pension system, TRS needs the ability to receive/load employer reporting files from TRS-covered employers. These files need to be checked for basic content and structural/layout issues to determine what content should be accepted and loaded into the system for further validation and internal use. This initial processing is referred to as the *Load Process*. Once the records have been loaded into the system they will need to pass through a series of business validations to ensure that what is being reported makes sense within the context of TRS business requirements, administrative rules, and the statutes to which TRS must adhere. This set of business validations is referred to as the *Edit Process*.













## Load Validations

Error #	Field	Criteria	Title	Message	Severity
ER1006	Record Type	<ul style="list-style-type: none"> <li>Field contains any value other than <b>H, D, or F</b></li> </ul>	Invalid Record Type	Record Type contains an invalid value. Allowable values are H, D, or F	Reject File 
ER1007	Record Type	<ul style="list-style-type: none"> <li>The field has a value of <b>H</b> in consecutive records</li> </ul>	Consecutive Headers	The file contains consecutive Header Records. This is not allowed by the format.	Reject File 
ER1009	Record Type	<ul style="list-style-type: none"> <li>Two records have a value of <b>H</b> in the field when there are not record(s) with a value of <b>D</b> and a record with a value of <b>F</b> in between</li> </ul>	Footer Missing	The file contains a new Header Record before the previous report had been filled with Details or closed out with a Footer Record	Reject File 
ER1010	Record Type	<ul style="list-style-type: none"> <li>The field contains a value of <b>D</b> that is not preceded by a record with a value of <b>D</b> or <b>H</b> in the field</li> </ul>	Batchless Detail Record	The file contains a Detail Record that is not under a Header Record	Reject File 
ER1011	Record Type	<ul style="list-style-type: none"> <li>Two records have a value of <b>F</b> in the field when there is not a record with a value of <b>H</b> and record(s) with a value of <b>D</b> in between</li> </ul>	Header Missing	The file contains a new Footer Record without the start of a new report with a Header Record and Details	Reject File 
ER1012	Report Type (Header)	<ul style="list-style-type: none"> <li>Field contains any value other than <b>01 or 02</b></li> </ul>	Invalid Report Type	Report Type contains a value other than 01 or 02	Reject Batch 
ER1013	Format Version (Header)	<ul style="list-style-type: none"> <li>Field contains any value other than <b>000</b></li> </ul>	Invalid Format Version	Format Version contains a value other than 000	Reject Batch 
ER1014	TRS Code (Header)	<ul style="list-style-type: none"> <li>Field does not contain a valid, currently assigned TRS Code of any employer</li> </ul>	Invalid TRS Code	TRS Code does not contain valid, currently assigned TRS Code of an active contributing employer	Reject Batch 
ER1015	Report Date (Header)	<ul style="list-style-type: none"> <li>The field contains any non-numeric characters</li> </ul>	Non-numeric Report Date	Report Date contains non-numeric characters	Reject Batch 
ER1016	Report Date (Header)	<ul style="list-style-type: none"> <li>Field contains a date greater than five days in the future</li> </ul>	Future Report Date	Report Date contains a future date	Reject Batch 
ER1017	Report Date (Header)	<ul style="list-style-type: none"> <li>The field does not contain a valid date</li> </ul>	Invalid Report Date	Report Date contains an invalid date	Reject Batch 













Error #	Field	Criteria	Title	Message	Severity
ER1018	File Creation Date (Header)	<ul style="list-style-type: none"> <li>The field contains any non-numeric characters</li> </ul>	Non-numeric File Creation Date	File Creation Date contains non-numeric characters	Info 
ER1019	File Creation Date (Header)	<ul style="list-style-type: none"> <li>The field contains a future date</li> </ul>	Future File Creation Date	File Creation contains a future date	Info 
ER1020	File Creation Date (Header)	<ul style="list-style-type: none"> <li>The field does not contain a valid date</li> </ul>	Invalid File Creation Date	File Creation contains an invalid date	Info 
ER1021	SSN	<ul style="list-style-type: none"> <li>The field contains any non-numeric characters</li> </ul>	Non-numeric SSN	SSN contains non-numeric characters	Reject Record 
ER1023	Prefix	<ul style="list-style-type: none"> <li>Field contains any value other than <b>MR, MRS, MS, MZ, DR, SR, FR</b> or three spaces</li> </ul>	Invalid Prefix	Prefix is not blank and contains a value other than MR, MRS, MS, MZ, DR, SR, FR	Info 
ER1024	First Name	<ul style="list-style-type: none"> <li>Field contains a special character that is not allowed or contains all spaces</li> </ul>	Invalid First Name	First Name is blank or contains a character that is not allowed	Reject Record 
ER1025	First Name	<ul style="list-style-type: none"> <li>Field contains any numeric value</li> </ul>	Numeric First Name	First Name contains a numeric value	Reject Record 
ER1026	Middle Name	<ul style="list-style-type: none"> <li>Field contains a special character that is not allowed</li> </ul>	Invalid Middle Name	Middle Name contains a character that is not allowed	Info 
ER1027	Middle Name	<ul style="list-style-type: none"> <li>Field contains any numeric value other than spaces</li> </ul>	Numeric Middle Name	Middle Name contains a numeric value	Info 
ER1028	Last Name	<ul style="list-style-type: none"> <li>Field contains a special character that is not allowed or contains all spaces</li> </ul>	Invalid Last Name	Last Name is blank or contains a character that is not allowed	Reject Record 
ER1029	Last Name	<ul style="list-style-type: none"> <li>Field contains any numeric value</li> </ul>	Numeric Last Name	Last Name contains a numeric value	Reject Record 
ER1030	Suffix	<ul style="list-style-type: none"> <li>Field contains any value other than <b>JR, SR, I, II, III, IV, V, VI, ESQ, PHD,</b> or three spaces</li> </ul>	Invalid Suffix	Suffix is not blank and contains a value other than JR, SR, I, II, III, IV, V, VI, ESQ, or PHD	Info 
ER1031	Gender	<ul style="list-style-type: none"> <li>Field contains any values other than <b>01</b> or <b>02</b></li> </ul>	Invalid Gender	Gender contains a value other than 01 or 02	Reject Record 
ER1032	Date of Birth	<ul style="list-style-type: none"> <li>The field contains any non-numeric characters</li> </ul>	Non-numeric Date of Birth	Date of Birth contains a non-numeric character	Reject Record 
ER1033	Date of Birth	<ul style="list-style-type: none"> <li>Field contains a future date</li> </ul>	Future Date of Birth	Date of Birth contains a future date	Reject Record 


Error #	Field	Criteria	Title	Message	Severity
ER1034	Date of Birth	• Field does not contain a valid date	Invalid Date of Birth	Date of Birth contains an invalid date	Reject Record 
ER1035	Pay Period Begin Date	• The field contains any non-numeric characters	Non-numeric Pay Period Begin Date	Pay Period Begin Date contains a non-numeric character	Reject Record 
ER1036	Pay Period Begin Date	• Field contains a future date and the Deferred field does not contain a value of <b>Y</b>	Future Pay Period Begin Date	Pay Period Begin Date contains a future date	Reject Record 
ER1037	Pay Period Begin Date	• Field does not contain a valid date	Invalid Pay Period Begin Date	Pay Period Begin Date contains an invalid date	Reject Record 
ER1038	Pay Period End Date	• The field contains any non-numeric characters	Non-numeric Pay Period End Date	Pay Period End Date contains a non-numeric character	Reject Record 
ER1039	Pay Period End Date	• Field contains a date greater than five days in the future and the Deferred field does not contain a value of <b>Y</b>	Future Pay Period End Date	Pay Period End Date contains a future date	Reject Record 
ER1040	Pay Period End Date	• Field does not contain a valid date	Invalid Pay Period End Date	Pay Period End Date contains an invalid date	Reject Record 
ER1041	Pay Date	• The field contains any non-numeric characters	Non-numeric Pay Date	Pay Date contains a non-numeric character	Reject Record 
ER1042	Pay Date	• Field contains a date greater than five days in the future and the Deferred field does not contain a value of <b>Y</b>	Future Pay Date	Pay Date contains a future date	Reject Record 
ER1043	Pay Date	• Field does not contain a valid date	Invalid Pay Date	Pay Date contains an invalid date	Reject Record 
ER1044	Payroll Frequency	• Field contains any value other than <b>01, 02, 03, or 04</b>	Invalid Payroll Frequency	Payroll Frequency contains a value other 01, 02, 03, or 04	Reject Record 
ER1045	Employment Begin Date	• The field contains any non-numeric characters	Non-numeric Employment Begin Date	Employment Begin Date contains a non-numeric character	Info 
ER1047	Employment Begin Date	• Field does not contain a valid date	Invalid Employment Begin Date	Employment Begin Date contains an invalid date	Info 
ER1048	Employment End Date	• The field contains any non-numeric characters other than spaces	Non-numeric Employment End Date	Employment End Date contains a non-numeric character	Reject Record 

Error #	Field	Criteria	Title	Message	Severity
ER1050	Employment End Date	• Field does not contain either: all zeros, all spaces, or a valid date	Invalid Employment Date	Employment End Date contains an invalid date	Reject Record 
ER1051	Employment End Reason	• Field contains any value other than <b>01, 02</b> , or two spaces	Invalid Employment End Reason	Employment End Reason is not blank and contains a value other than 01 or 02	Info 
ER1052	Employment Type	• Field contains any value other than <b>F, P, S, H</b> or <b>E</b> and Contribution Category is not <b>99</b>	Invalid Employment Type	Employment type contains a value other than F, P, S, H, or E	Reject Record 
ER1053	Job Category	• Field contains any value other than <b>01, 02</b> , or <b>03</b>	Invalid Job Category	Job Category contains a value other than 01, 02, or 03	Reject Record 
ER1054	Contract Days	• Field contains any non-numeric value	Non-Numeric Contract Days	Contract Days contains a non-numeric value	Reject Record 
ER1055	Contribution Category	• Field contains any value other than <b>01, 02, 03, 04, 05, 06, 07, 08</b> , or <b>99</b>	Invalid Contribution Category	Contribution Category contains a value other than 01, 02, 03, 04, 05, 06, 07, 08, or 99	Reject Record 
ER1056	FTE Percentage	• Field contains any non-numeric value	Non-numeric FTE Percentage	FTE percentage contains a non-numeric value	Info 
ER1057	Full Annual Rate	• Field contains a non-numeric value	Non-Numeric Full Annual Rate	Full Annual Rate contains a non-numeric value	Reject Record 
ER1058	Full Annual Rate	• Field contains a period in any column other than the seventh in the field	Full Annual Rate Misplaced Decimal	Full Annual Rate contains a misplaced decimal point	Reject Record 
ER1059	Full Annual Rate	• Field does not contain a period	Full Annual Rate Missing Decimal	Full Annual Rate does not contain a decimal point	Reject Record 
ER1061	Payment Reason	• Report Type contains a value of <b>01</b> and field contains any value other than <b>BS, ED, LE, FB, TX, LS, SS, BW, LA, SB, ML</b> , or <b>NC</b>	Invalid DB Payment Reason	Payment Reason contains a value other than BS, ED, LE, FB, TX, LS, SS, BW, LA, SB, ML, or NC	Reject Record 
ER1062	Payment Reason	• Report Type contains a value of <b>02</b> and field contains any value other than <b>BS, ED, LE, FB, TX, LS, SS, BW, LA, SB, ML, NC</b> or spaces	Invalid DC Payment Reason	Payment Reason contains a value other than BS, ED, LE, FB, TX, LS, SS, BW, LA, SB, ML, NC or blank	Reject Record 
ER1063	Deferred	• Field contains any value other than <b>Y</b> or <b>N</b>	Invalid Deferred Indicator	Deferred field contains a value other than Y or N	Reject Record 













Error #	Field	Criteria	Title	Message	Severity
ER1064	Increase/Decrease Earnings	• Field contains any value other than + or -	Invalid Increase/Decrease Earnings	Increase/Decrease Earnings contains a value other + or -	Reject Record 
ER1065	Earnings	• Field contains a non-numeric value	Non-Numeric Earnings	Earnings contains a non-numeric value	Reject Record 
ER1066	Earnings	• Field contains a period in any column other than the seventh in the field	Earnings Misplaced Decimal	Earnings contains a misplaced decimal point	Reject Record 
ER1067	Earnings	• Field does not contain a period	Earnings Missing Decimal	Earnings does not contain a decimal point	Reject Record 
ER1069	Increase/Decrease Earnings that exceed Salary Limits	• Field contains any value other than + or -	Invalid Increase/Decrease Earnings that exceed Salary Limits	Increase/Decrease Earnings that exceed Salary Limits contains a value other + or -	Reject Record 
ER1070	Earnings that exceed Salary Limits	• Field contains a non-numeric value other than a period	Non-Numeric Earnings that exceed Salary Limits	Earnings that exceed IRS Limits contains a non-numeric value	Reject Record 
ER1071	Earnings that exceed Salary Limits	• Field contains a period in any column other than the seventh in the field	Earnings that exceed Salary Limits Misplaced Decimal	Earnings that exceed IRS Limits contains a misplaced decimal point	Reject Record 
ER1072	Earnings that exceed Salary Limits	• Field does not contain a period	Earnings that exceed Salary Limits Missing Decimal	Earnings that exceed IRS Limits does not contain a decimal point	Reject Record 
ER1074	Increase/Decrease Contributions	• Field contains any value other than + or -	Invalid Increase/Decrease Contributions	Increase/Decrease Contributions contains a value other + or -	Reject Record 
ER1075	Contributions	• Field contains a non-numeric value	Non-Numeric Contributions	Contributions contains a non-numeric value	Reject Record 
ER1076	Contributions	• Field contains a period in any column other than the seventh in the field	Contributions Misplaced Decimal	Contributions contains a misplaced decimal point	Reject Record 
ER1077	Contributions	• Field does not contain a period	Contributions Missing Decimal	Contributions does not contain a decimal point	Reject Record 























Error #	Field	Criteria	Title	Message	Severity
ER1079	Increase/Decrease THIS Contribution	<ul style="list-style-type: none"> <li>Field contains any value other than + or -</li> </ul>	Invalid Increase/Decrease THIS Contributions	Increase/Decrease THIS Contributions contains a value other + or -	Reject Record 
ER1080	THIS Contribution	<ul style="list-style-type: none"> <li>Field contains a non-numeric value</li> </ul>	Non-Numeric THIS Contributions	THIS Contributions contains a non-numeric value	Reject Record 
ER1081	THIS Contribution	<ul style="list-style-type: none"> <li>Field contains a period in any column other than the seventh in the field</li> </ul>	THIS Contributions Misplaced Decimal	THIS Contributions contains a misplaced decimal point	Reject Record 
ER1082	THIS Contribution	<ul style="list-style-type: none"> <li>Field does not contain a period</li> </ul>	THIS Contributions Missing Decimal	THIS Contributions does not contain a decimal point	Reject Record 
ER1084	Increase/Decrease Employer Defined Contributions	<ul style="list-style-type: none"> <li>Field contains any value other than + or -</li> </ul>	Invalid Increase/Decrease Employer Defined Contributions	Increase/Decrease Employer Defined Contributions contains a value other + or -	Reject Record 
ER1085	Employer Defined Contributions	<ul style="list-style-type: none"> <li>Field contains a non-numeric value</li> </ul>	Non-Numeric Employer Defined Contributions	Employer Defined Contributions contains a non-numeric value	Reject Record 
ER1086	Employer Defined Contributions	<ul style="list-style-type: none"> <li>Field contains a period in any column other than the seventh in the field</li> </ul>	Employer Defined Contributions Misplaced Decimal	Employer Defined Contributions contains a misplaced decimal point	Reject Record 
ER1087	Employer Defined Contributions	<ul style="list-style-type: none"> <li>Field does not contain a period</li> </ul>	Employer Defined Contributions Missing Decimal	Employer Defined Contributions does not contain a decimal point	Reject Record 
ER1089	Docked Days	<ul style="list-style-type: none"> <li>Field contains a non-numeric value</li> </ul>	Non-Numeric Docked Days	Docked Days contains a non-numeric value	Reject Record 
ER1090	Docked Days	<ul style="list-style-type: none"> <li>Field contains a period in any column other than the fourth in the field</li> </ul>	Docked Days Misplaced Decimal	Docked Days contains a misplaced decimal point	Reject Record 
ER1091	Docked Days	<ul style="list-style-type: none"> <li>Field does not contain a period</li> </ul>	Docked Days Missing Decimal	Docked Days does not contain a decimal point	Reject Record 
ER1093	Sick Leave/Personal Days	<ul style="list-style-type: none"> <li>Field contains a non-numeric value</li> </ul>	Non-Numeric Sick Leave/Personal Days	Sick Leave/Personal Days contains a non-numeric value	Reject Record 




Error #	Field	Criteria	Title	Message	Severity
ER1094	Sick Leave/Personal Days	<ul style="list-style-type: none"> <li>Field contains a period in any column other than the fifth in the field</li> </ul>	Sick Leave/Personal Days Misplaced Decimal	Sick Leave/Personal Days contains a misplaced decimal point	Reject Record 
ER1095	Sick Leave/Personal Days	<ul style="list-style-type: none"> <li>Field does not contain a period</li> </ul>	Sick Leave/Personal Days Missing Decimal	Sick Leave/Personal Days does not contain a decimal point	Reject Record 
ER1097	Days Paid	<ul style="list-style-type: none"> <li>Field contains any non-numeric character</li> </ul>	Non-Numeric Days Paid	Days Paid contains a non-numeric character	Reject Record 
ER1098	Post-Retirement Hours	<ul style="list-style-type: none"> <li>Field contains a non-numeric value</li> </ul>	Non-Numeric Post-Retirement Hours	Post-Retirement Hours contains a non-numeric value	Reject Record 
ER1099	Post-Retirement Hours	<ul style="list-style-type: none"> <li>Field contains a period in any column other than the fourth in the field</li> </ul>	Post-Retirement Hours Misplaced Decimal	Post-Retirement Hours contains a misplaced decimal point	Reject Record 
ER1100	Post-Retirement Hours	<ul style="list-style-type: none"> <li>Field does not contain a period</li> </ul>	Post-Retirement Hours Missing Decimal	Post-Retirement Hours does not contain a decimal point	Reject Record 
ER1102	Balanced Calendar	<ul style="list-style-type: none"> <li>Field contains any value other than <b>Y</b> or <b>N</b></li> </ul>	Invalid Balanced Calendar	Balanced Calendar Field contains a value other than <b>Y</b> or <b>N</b>	Info 
ER1103	Email Address	<ul style="list-style-type: none"> <li>Field contains any invalid special characters</li> </ul>	Invalid Email Address	Email Address contains a character that is not allowed	Info 
ER1104	Phone	<ul style="list-style-type: none"> <li>Field contains any non-numeric value</li> </ul>	Invalid Phone Number	Phone Number contains a non-numeric value	Info 
ER1105	Address Line 1	<ul style="list-style-type: none"> <li>Field contains any characters other than letters, numbers, spaces, dashes or hyphens, and forward slashes or contains all spaces</li> </ul>	Invalid Address Line 1	Address Line 1 is blank or contains a character that is not allowed	Info 
ER1106	Address Line 2	<ul style="list-style-type: none"> <li>Field contains any characters other than letters, numbers, spaces, dashes or hyphens, and forward slashes</li> </ul>	Invalid Address Line 2	Address Line 2 contains a character that is not allowed	Info 
ER1107	City	<ul style="list-style-type: none"> <li>Field contains any invalid special characters or contains all spaces</li> </ul>	Invalid City	City is blank or contains a character that is not allowed	Info 

Error #	Field	Criteria	Title	Message	Severity
ER1108	State	<ul style="list-style-type: none"> <li>Field contains any value other than those from the specified list of Postal Codes or all spaces</li> </ul>	Invalid State	State does not contain a valid value	Info 
ER1109	Zip Code	<ul style="list-style-type: none"> <li>Field contains any non-numeric value other than spaces</li> </ul>	Non-Numeric Zip Code	Zip Code contains a character other than numbers or spaces	Info 
ER1110	Zip Code	<ul style="list-style-type: none"> <li>Field contains any number of spaces other than zero or four</li> </ul>	Incomplete Zip Code	Zip Code does not contain at least five digits	Info 
ER1111	Zip Code	<ul style="list-style-type: none"> <li>Field contains spaces in any column other than columns six, seven, eight, or nine</li> </ul>	Zip Code Not Formatted Correctly	Zip Code is improperly formatted	Info 
ER1112	Country Code	<ul style="list-style-type: none"> <li>Field contains any value other than those from the specified list of Country Codes or all spaces</li> </ul>	Invalid Country Code	Country Code is not blank and does not contain a valid value	Info 
ER1113	Report Type (Footer)	<ul style="list-style-type: none"> <li>Field contains any value other than <b>01, 02, or 03</b></li> </ul>	Invalid Report Type (Footer)	Footer Report Type contains a value other than 01, 02, or 03	Info 
ER1114	Format Version (Footer)	<ul style="list-style-type: none"> <li>Field contains any value other than <b>000</b></li> </ul>	Invalid Format Version (Footer)	Footer Format Version contains a value other than 000	Info 
ER1115	TRS Code (Footer)	<ul style="list-style-type: none"> <li>Field does not contain a valid, currently assigned TRS Code of any employer</li> </ul>	Invalid TRS Code (Footer)	Footer TRS Code does not contain valid, currently assigned TRS Code of an active contributing employer	Info 
ER1116	Report Date (Footer)	<ul style="list-style-type: none"> <li>The field contains any non-numeric characters</li> </ul>	Non-numeric Report Date (Footer)	Footer Report Date contains non-numeric characters	Info 
ER1117	Report Date (Footer)	<ul style="list-style-type: none"> <li>Field contains a date greater than five days in the future</li> </ul>	Future Report Date (Footer)	Footer Report Date contains a future date	Info 
ER1118	Report Date (Footer)	<ul style="list-style-type: none"> <li>The field does not contain a valid date</li> </ul>	Invalid Report Date (Footer)	Footer Report Date contains an invalid date	Info 
ER1119	File Creation Date (Footer)	<ul style="list-style-type: none"> <li>The field contains any non-numeric characters</li> </ul>	Non-numeric File Creation Date (Footer)	Footer File Creation Date contains non-numeric characters	Info 
ER1120	File Creation Date (Footer)	<ul style="list-style-type: none"> <li>The field contains a future date</li> </ul>	Future File Creation Date (Footer)	Footer File Creation contains a future date	Info 
ER1121	File Creation Date (Footer)	<ul style="list-style-type: none"> <li>The field does not contain a valid date</li> </ul>	Invalid File Creation Date (Footer)	Footer File Creation contains an invalid date	Info 

Error #	Field	Criteria	Title	Message	Severity
ER1122	Record Count	<ul style="list-style-type: none"> <li>Field contains any non-numeric value</li> </ul>	Non-Numeric Record Count	Record Count contains a non-numeric value	Reject Record 
ER1123	Increase/Decrease Total Earnings	<ul style="list-style-type: none"> <li>Field contains any value other than + or -</li> </ul>	Invalid Increase/Decrease Total Earnings	Increase/Decrease Total Earnings contains a value other than + or -	Info 
ER1124	Total Earnings	<ul style="list-style-type: none"> <li>Field contains a non-numeric value</li> </ul>	Non-Numeric Total Earnings	Total Earnings contains a non-numeric value	Info 
ER1125	Total Earnings	<ul style="list-style-type: none"> <li>Field contains a period in any column other than the eleventh in the field</li> </ul>	Total Earnings Misplaced Decimal	Total Earnings contains a misplaced decimal point	Info 
ER1126	Total Earnings	<ul style="list-style-type: none"> <li>Field does not contain a period</li> </ul>	Total Earnings Missing Decimal	Total Earnings does not contain a decimal point	Info 
ER1128	Increase/Decrease Total Earnings that Exceed Salary Limits	<ul style="list-style-type: none"> <li>Field contains any value other than + or -</li> </ul>	Invalid Increase/Decrease Total Earnings that exceed Salary Limits	Increase/Decrease Total Earnings that Exceed IRS Limits contains a value other than + or -	Info 
ER1129	Total Earnings that Exceed Salary Limits	<ul style="list-style-type: none"> <li>Field contains a non-numeric value</li> </ul>	Non-Numeric Total Earnings that exceed Salary Limits	Total Earnings that Exceed IRS Limits contains a non-numeric value	Info 
ER1130	Total Earnings that Exceed Salary Limits	<ul style="list-style-type: none"> <li>Field contains a period in any column other than the eleventh in the field</li> </ul>	Total Earnings that exceed Salary Limits Misplaced Decimal	Total Earnings that Exceed IRS Limits contains a misplaced decimal point	Info 
ER1131	Total Earnings that Exceed Salary Limits	<ul style="list-style-type: none"> <li>Field does not contain a period</li> </ul>	Total Earnings that exceed Salary Limits Missing Decimal	Total Earnings that Exceed IRS Limits does not contain a decimal point	Info 
ER1133	Increase/Decrease Total Contributions	<ul style="list-style-type: none"> <li>Field contains any value other than + or -</li> </ul>	Invalid Increase/Decrease Total Contributions	Increase/Decrease Total Contributions contains a value other than + or -	Info 
ER1134	Total Contributions	<ul style="list-style-type: none"> <li>Field contains any non-numeric value other than a period</li> </ul>	Non-Numeric Total Contributions	Total Contributions contains a non-numeric value	Info 
ER1135	Total Contributions	<ul style="list-style-type: none"> <li>Field contains a period in any column other than the eleventh in the field</li> </ul>	Total Contributions Misplaced Decimal	Total Contributions contains a misplaced decimal point	Info 

Error #	Field	Criteria	Title	Message	Severity	
ER1136	Total Contributions	<ul style="list-style-type: none"> <li>Field does not contain a period</li> </ul>	Total Contributions Missing Decimal	Total Contributions does not contain a decimal point	Info	
ER1138	Increase/Decrease Total THIS Contributions	<ul style="list-style-type: none"> <li>Field contains any value other than + or -</li> </ul>	Invalid Increase/Decrease Total THIS Contributions	Increase/Decrease Total THIS Contributions contains a value other than + or -	Info	
ER1139	Total THIS Contributions	<ul style="list-style-type: none"> <li>Field contains a non-numeric value</li> </ul>	Non-Numeric Total THIS Contributions	Total THIS Contributions contains a non-numeric value	Info	
ER1140	Total THIS Contributions	<ul style="list-style-type: none"> <li>Field contains a period in any column other than the eleventh in the field</li> </ul>	Total THIS Contributions Misplaced Decimal	Total THIS Contributions contains a misplaced decimal point	Info	
ER1141	Total THIS Contributions	<ul style="list-style-type: none"> <li>Field does not contain a period</li> </ul>	Total THIS Contributions Missing Decimal	Total THIS Contributions does not contain a decimal point	Info	
ER1143	Increase/Decrease Total Employer Defined Contributions	<ul style="list-style-type: none"> <li>Field contains any value other than + or -</li> </ul>	Invalid Increase/Decrease Total Employer Defined Contributions	Increase/Decrease Total Employer Defined Contributions contains a value other than + or -	Info	
ER1144	Total Employer Defined Contributions	<ul style="list-style-type: none"> <li>Field contains a non-numeric value</li> </ul>	Non-Numeric Total Employer Defined Contributions	Total Employer Defined Contributions contains a non-numeric value	Info	
ER1145	Total Employer Defined Contributions	<ul style="list-style-type: none"> <li>Field contains a period in any column other than the eleventh in the field</li> </ul>	Total Employer Defined Contributions Misplaced Decimal	Total Employer Defined Contributions contains a misplaced decimal point	Info	
ER1146	Total Employer Defined Contributions	<ul style="list-style-type: none"> <li>Field does not contain a period</li> </ul>	Total Employer Defined Contributions Missing Decimal	Total Employer Defined Contributions does not contain a decimal point	Info	
ER1148	Record Count	<ul style="list-style-type: none"> <li>Field value &lt;&gt; total number of Detail records within the report</li> </ul>	Incorrect Record Count	Record Count does not equal the number of detail records in the report	Info	





Error #	Field	Criteria	Title	Message	Severity
ER1149	Total Earnings	<ul style="list-style-type: none"> <li>Field Value &lt;&gt; cumulative total of all Earnings fields within the report</li> </ul>	Incorrect Total Earnings	Total Earnings does equal the total of all Earnings fields in the report	Info 
ER1150	Total Earnings that Exceed Salary Limits	<ul style="list-style-type: none"> <li>Field Value &lt;&gt; cumulative total of all Earnings that exceed Salary Limits fields within the report</li> </ul>	Incorrect Total Earnings that Exceed Salary Limits	Total Earnings that Exceed Salary Limits does not equal the total of all Earnings that Exceed Salary Limits fields in the report	Info 
ER1151	Total Contributions	<ul style="list-style-type: none"> <li>Field Value &lt;&gt; cumulative total of all Contributions fields within the report</li> </ul>	Incorrect Total Contributions	Total Contributions does not equal the total of all Contributions fields in the report	Info 
ER1152	Total THIS Contributions	<ul style="list-style-type: none"> <li>Field Value &lt;&gt; cumulative total of all THIS Contributions fields within the report</li> </ul>	Incorrect Total THIS Contributions	Total THIS Contributions does not equal the total of all THIS Contributions fields in the report	Info 
ER1153	Total Employer Defined Contributions	<ul style="list-style-type: none"> <li>Field Value &lt;&gt; cumulative total of all Employer Defined Contributions fields within the report</li> </ul>	Incorrect Employer Defined Contributions	Total Employer Defined Contributions does not equal the total of all Employer Defined Contributions fields in the report	Info 
ER1154	Report Date (Header)	<ul style="list-style-type: none"> <li>This field and Report Type are an exact match with another Header record in this file</li> </ul>	Duplicate Headers	Header is a duplicate of another Footer in the file	Reject File 
ER1155	Report Date (Footer)	<ul style="list-style-type: none"> <li>The field and Report Type are an exact match with another Footer record in the file</li> </ul>	Duplicate Footers	Footer is a duplicate of another Footer in the file	Info 
ER1156	Record Type	<ul style="list-style-type: none"> <li>Record Type is D and the length of the record is not exactly 537 characters (not including CR:LF)</li> </ul>	Incorrect Detail Length	The file contains a Detail Record that is not exactly 537 characters	Reject Record 
ER1157	Record Type	<ul style="list-style-type: none"> <li>Record Type is H and the length of the record is not exactly 29 characters (not including CR:LF)</li> </ul>	Incorrect Header Length	The file contains a Header Record that is not exactly 29 characters	Reject File 
ER1158	Record Type	<ul style="list-style-type: none"> <li>Record Type is F and the length of the record is not exactly 105 characters (not including CR:LF)</li> </ul>	Incorrect Footer Length	The file contains a Footer Record that is not exactly 105 characters	Reject File 







Error #	Field	Criteria	Title	Message	Severity
ER1159	Middle Name	<ul style="list-style-type: none"> <li>Middle Name contains only a single letter followed by a period. (and then filled with spaces)</li> </ul>	Middle Initial Period	The period was removed from the reported middle initial to conform to TRS standards.	Info 
ER1160	TRS Code (Header)	<ul style="list-style-type: none"> <li>The TRS Code in the field does not match the TRS Code in the file name</li> </ul>	Mismatched TRS Code	TRS Code does not match the TRS Code in the File Name	Reject Batch 
ER1161	Report Date (Header)	<ul style="list-style-type: none"> <li>The reporting Employer's Reporting Frequency for DB is Monthly</li> <li>The day of the date in this field is not the first (01)</li> <li>Report Type is 01</li> </ul>	Report Date Mismatch	Report Date does not match with Reporting Frequency	Reject Batch 






## Business Validations






Demographics	Employment Information		Earnings & Contributions		Timekeeping	Contact Information
<a href="#">ER3001</a>	<a href="#">ER4002</a>	<a href="#">ER4044</a>	<a href="#">ER5001</a>	<a href="#">ER5040</a>	<a href="#">ER6001</a>	<a href="#">ER7001</a>
<a href="#">ER3002</a>	<a href="#">ER4003</a>	<a href="#">ER4045</a>	<a href="#">ER5002</a>	<a href="#">ER5041</a>	<a href="#">ER6002</a>	<a href="#">ER7002</a>
<a href="#">ER3003</a>	<a href="#">ER4004</a>	<a href="#">ER4046</a>	<a href="#">ER5003</a>	<a href="#">ER5044</a>	<a href="#">ER6003</a>	<a href="#">ER7003</a>
<a href="#">ER3004</a>	<a href="#">ER4006</a>	<a href="#">ER4048</a>	<a href="#">ER5005</a>	<a href="#">ER5045</a>	<a href="#">ER6004</a>	<a href="#">ER7004</a>
<a href="#">ER3005</a>	<a href="#">ER4007</a>	<a href="#">ER4049</a>	<a href="#">ER5006</a>	<a href="#">ER5046</a>	<a href="#">ER6005</a>	<a href="#">ER7005</a>
<a href="#">ER3008</a>	<a href="#">ER4008</a>	<a href="#">ER4050</a>	<a href="#">ER5008</a>	<a href="#">ER5047</a>	<a href="#">ER6006</a>	<a href="#">ER7006</a>
<a href="#">ER3009</a>	<a href="#">ER4009</a>	<a href="#">ER4051</a>	<a href="#">ER5009</a>	<a href="#">ER5048</a>	<a href="#">ER6007</a>	<a href="#">ER7007</a>
<a href="#">ER3010</a>	<a href="#">ER4011</a>	<a href="#">ER4052</a>	<a href="#">ER5010</a>	<a href="#">ER5049</a>	<a href="#">ER6009</a>	<a href="#">ER7008</a>
<a href="#">ER3011</a>	<a href="#">ER4012</a>	<a href="#">ER4053</a>	<a href="#">ER5011</a>	<a href="#">ER5050</a>	<a href="#">ER6010</a>	<a href="#">ER7009</a>
<a href="#">ER3012</a>	<a href="#">ER4013</a>	<a href="#">ER4054</a>	<a href="#">ER5012</a>	<a href="#">ER5051</a>	<a href="#">ER6011</a>	<a href="#">ER7010</a>
<a href="#">ER3013</a>	<a href="#">ER4014</a>	<a href="#">ER4055</a>	<a href="#">ER5013</a>	<a href="#">ER5052</a>	<a href="#">ER6013</a>	<a href="#">ER7011</a>
<a href="#">ER3014</a>	<a href="#">ER4015</a>	<a href="#">ER4056</a>	<a href="#">ER5014</a>	<a href="#">ER5053</a>	<a href="#">ER6014</a>	<a href="#">ER7012</a>
<a href="#">ER3015</a>	<a href="#">ER4016</a>		<a href="#">ER5015</a>	<a href="#">ER5055</a>	<a href="#">ER6015</a>	<a href="#">ER7013</a>
<a href="#">ER3016</a>	<a href="#">ER4017</a>		<a href="#">ER5016</a>	<a href="#">ER5056</a>	<a href="#">ER6016</a>	<a href="#">ER7014</a>
<a href="#">ER3017</a>	<a href="#">ER4020</a>		<a href="#">ER5017</a>	<a href="#">ER5057</a>	<a href="#">ER6017</a>	<a href="#">ER7015</a>
<a href="#">ER3018</a>	<a href="#">ER4025</a>		<a href="#">ER5018</a>	<a href="#">ER5058</a>	<a href="#">ER6023</a>	<a href="#">ER7016</a>
<a href="#">ER3019</a>	<a href="#">ER4026</a>		<a href="#">ER5019</a>	<a href="#">ER5059</a>	<a href="#">ER6024</a>	<a href="#">ER7017</a>
<a href="#">ER3020</a>	<a href="#">ER4027</a>		<a href="#">ER5020</a>	<a href="#">ER5060</a>	<a href="#">ER6026</a>	<a href="#">ER7018</a>
<a href="#">ER3022</a>	<a href="#">ER4028</a>		<a href="#">ER5021</a>	<a href="#">ER5061</a>	<a href="#">ER6027</a>	<a href="#">ER7019</a>
<a href="#">ER3023</a>	<a href="#">ER4029</a>		<a href="#">ER5022</a>	<a href="#">ER5062</a>	<a href="#">ER6028</a>	<a href="#">ER7020</a>
<a href="#">ER3024</a>	<a href="#">ER4030</a>		<a href="#">ER5023</a>	<a href="#">ER5063</a>	<a href="#">ER6029</a>	<a href="#">ER7021</a>
<a href="#">ER3025</a>	<a href="#">ER4031</a>		<a href="#">ER5024</a>	<a href="#">ER5064</a>	<a href="#">ER6030</a>	<a href="#">ER7022</a>
<a href="#">ER3026</a>	<a href="#">ER4032</a>		<a href="#">ER5025</a>	<a href="#">ER5065</a>	<a href="#">ER6031</a>	<a href="#">ER7023</a>
<a href="#">ER3027</a>	<a href="#">ER4033</a>		<a href="#">ER5027</a>	<a href="#">ER5066</a>	<a href="#">ER6032</a>	<a href="#">ER7024</a>
<a href="#">ER3028</a>	<a href="#">ER4034</a>		<a href="#">ER5028</a>	<a href="#">ER5067</a>	<a href="#">ER6033</a>	<a href="#">ER7025</a>
<a href="#">ER3029</a>	<a href="#">ER4036</a>		<a href="#">ER5029</a>	<a href="#">ER5068</a>	<a href="#">ER6034</a>	<a href="#">ER7026</a>
<a href="#">ER3030</a>	<a href="#">ER4037</a>		<a href="#">ER5030</a>		<a href="#">ER6035</a>	<a href="#">ER7027</a>
<a href="#">ER3031</a>	<a href="#">ER4039</a>		<a href="#">ER5031</a>		<a href="#">ER6036</a>	<a href="#">ER7028</a>
<a href="#">ER3032</a>	<a href="#">ER4040</a>		<a href="#">ER5033</a>			<a href="#">ER7029</a>
<a href="#">ER3033</a>	<a href="#">ER4041</a>		<a href="#">ER5034</a>			<a href="#">ER7030</a>
<a href="#">ER3034</a>	<a href="#">ER4042</a>		<a href="#">ER5035</a>			
	<a href="#">ER4043</a>		<a href="#">ER5036</a>			













Error #	Field	Criteria	Title	Message	Severity	Resolution
ER3001	SSN	<ul style="list-style-type: none"> <li>• SSN does not match an existing participant</li> <li>• Date of Birth matches an existing participant</li> <li>• Any 2 or more of: First Name, Last Name, and Gender match the same participant as date of birth</li> </ul>	Possible Incorrect SSN	The reported SSN does not match with an existing TRS member but the reported Date of Birth and at least two of the following three demographic fields do match an existing member: First Name, Last Name, and Gender.	Warning 	<a href="#">View</a>
ER3002	SSN	<ul style="list-style-type: none"> <li>• SSN does match an existing participant</li> <li>• Any 3 or more of: Date of Birth, First Name, Last Name, and Gender DO NOT match an existing participant</li> </ul>	SSN mismatch with Name, Date of Birth, etc.	The reported SSN matches with an existing TRS member but at least three of the following four demographic fields do not: Date of Birth, First Name, Last Name, and Gender.	Fatal Error 	<a href="#">View</a>
ER3003	SSN	<ul style="list-style-type: none"> <li>• SSN does not match an existing participant</li> <li>• Date of Birth matches an existing participant</li> <li>• Any 2 or more of: First Name, Last Name, and Gender match the same participant as date of birth</li> </ul>	Possible Incorrect SSN (Internal)	The reported SSN does not match with an existing TRS member but the reported Date of Birth and at least two of the following three demographic fields do match an existing member: First Name, Last Name, and Gender.	Warning  <i>Internal Only</i>	<a href="#">View</a>
ER3004	SSN	<ul style="list-style-type: none"> <li>• SSN starts with a 9</li> <li>OR</li> <li>• SSN contains first three digits are 000, 666</li> <li>OR</li> <li>• SSN contains middle digits of 00</li> <li>OR</li> <li>• SSN contains last four digits of 0000</li> </ul>	Need to update Edits on related to Demographic changes	The reported SSN contains an invalid arrangement of digits per the standards provided by the Social Security Administration. For example, an SSN cannot start with the number nine.	Fatal Error 	<a href="#">View</a>







Error #	Field	Criteria	Title	Message	Severity	Resolution
ER3005	SSN	<ul style="list-style-type: none"> <li>SSN is the same digit repeated 9 times</li> </ul>	SSN is Same Digit	The reported SSN contains the same digit repeated 9 times.	Fatal Error 	<a href="#">View</a>
ER3008	SSN	<ul style="list-style-type: none"> <li>Member's status is Single-Sum Retirement as of Pay Period Begin Date</li> </ul>	Member Has Taken Single-Sum Retirement	The member has taken a Single-Sum Retirement benefit and therefore is no longer reportable to TRS.	Fatal Error 	<a href="#">View</a>
ER3009	Prefix	<ul style="list-style-type: none"> <li>SSN, Date of Birth, First Name, Last Name, and Gender all match an existing participant</li> <li>Prefix does not match</li> </ul>	New Prefix Reported	The reported Prefix does not match what is on file for the member. It will be updated in our system to reflect the reported Prefix.	Info 	<a href="#">View</a>
ER3010	First Name	<ul style="list-style-type: none"> <li>SSN, Date of Birth, Last Name, and Gender all match an existing participant</li> <li>First Name does not match</li> <li>Member is not Retired OR member is Retired and is under 65.000 (Ex: member can be retired and under 65 and the edit should still fire)</li> </ul>	New First Name Reported	The reported First Name does not match what is on file for the member. It will be updated in our system to reflect the reported First Name.	Info 	<a href="#">View</a>
ER3011	First Name	<ul style="list-style-type: none"> <li>SSN, Date of Birth, and Last Name all match an existing participant</li> <li>First Name does not match</li> <li>Gender does not match</li> </ul>	First Name/Gender Mismatch	The reported SSN, Date of Birth, and Last Name match with an existing TRS member but the reported First Name and Gender do not.	Warning 	<a href="#">View</a>
ER3012	First Name	<ul style="list-style-type: none"> <li>SSN, Date of Birth, and Last Name all match an existing participant</li> <li>First Name does not match</li> <li>Gender does not match</li> </ul>	First Name/Gender Mismatch (Internal)	The reported SSN, Date of Birth, and Last Name match with an existing TRS member but the reported First Name and Gender do not.	Warning  <i>Internal Only</i>	<a href="#">View</a>




Error #	Field	Criteria	Title	Message	Severity	Resolution
ER3013	Middle Name	<ul style="list-style-type: none"> <li>• SSN, Date of Birth, First Name, Last Name, and Gender all match an existing participant</li> <li>• Middle Name does not match</li> <li>• Member is not Retired OR member is Retired and is under 65.000 (Ex: member can be retired and under 65 and the edit should still fire)</li> </ul>	New Middle Name Reported	The reported Middle Name does not match what is on file for the member. It will be updated in our system to reflect the reported Middle Name.	Info 	<a href="#">View</a>
ER3014	Last Name	<ul style="list-style-type: none"> <li>• SSN, Date of Birth, First Name, and Gender all match an existing participant</li> <li>• Last Name does not match</li> <li>• Member is not Retired OR member is Retired and is under 65.000 (Ex: member can be retired and under 65 and the edit should still fire)</li> </ul>	New Last Name Reported	The reported Last Name does not match what is on file for the member. It will be updated in our system to reflect the reported Last Name.	Info 	<a href="#">View</a>
ER3015	Last Name	<ul style="list-style-type: none"> <li>• SSN, First Name, and Gender all match an existing participant</li> <li>• Last Name does not match</li> <li>• Date of Birth does not match</li> </ul>	Last Name/Date of Birth Mismatch	The reported SSN, First Name, and Gender all match with an existing member, but the reported Last Name and Date of Birth do not.	Fatal Error 	<a href="#">View</a>
ER3016	Suffix	<ul style="list-style-type: none"> <li>• SSN, Date of Birth, First Name, Last Name, and Gender all match an existing participant</li> <li>• Suffix does not match</li> </ul>	New Suffix Reported	The reported Suffix does not match what is on file for the member. It will be updated in our system to reflect the reported Suffix.	Info 	<a href="#">View</a>
ER3017	Gender	<ul style="list-style-type: none"> <li>• SSN, Date of Birth, First Name, and Last Name all match an existing participant</li> <li>• Gender does not match</li> </ul>	Gender Mismatch	The reported Gender does not match what is on file for this member.	Warning 	<a href="#">View</a>

Error #	Field	Criteria	Title	Message	Severity	Resolution
ER3018	Gender	<ul style="list-style-type: none"> <li>• SSN, Date of Birth, First Name, and Last Name all match an existing participant</li> <li>• Gender does not match</li> </ul>	Gender Mismatch (Internal)	The reported Gender does not match what is on file for this member.	Warning  <i>Internal Only</i>	<a href="#">View</a>
ER3019	Date of Birth	<ul style="list-style-type: none"> <li>• Current Date - Date of Birth is &gt;=100</li> </ul> OR <ul style="list-style-type: none"> <li>• Current Date - Date of Birth is &lt; 18</li> </ul>	Member Age Outside Acceptable Range	Based on the reported Date of Birth the member is either over 100 or under 18 years old as of today's date.	Fatal Error 	<a href="#">View</a>
ER3020	Date of Birth	<ul style="list-style-type: none"> <li>• Date of Birth does not match Date of Birth on file</li> <li>• Proof of Birth on File = NO/NULL</li> </ul>	Updated Date of Birth	The reported Date of Birth does not match what is on file for the member. It will be updated in our system to reflect the reported Date of Birth.	Info 	<a href="#">View</a>
ER3022	Date of Birth	<ul style="list-style-type: none"> <li>• Date of Birth does not match</li> <li>• Proof of Birth on File = YES</li> </ul>	Incorrect Date of Birth	The reported Date of Birth does not match what is on file for the member. The member has provided TRS with proof of their Date of Birth, therefore it will not be updated.	Info 	<a href="#">View</a>
ER3023	First Name	<ul style="list-style-type: none"> <li>• SSN, Date of Birth, Last Name, and Gender all match an existing participant</li> <li>• First Name does not match</li> <li>• Member is Retired</li> <li>• Member is 65.000 or older</li> </ul>	First Name Mismatch	The reported First Name does not match what is on file for the member. It will not be updated because the member is retired and Medicare age.	Info 	<a href="#">View</a>


Error #	Field	Criteria	Title	Message	Severity	Resolution
ER3024	Middle Name	<ul style="list-style-type: none"> <li>• SSN, Date of Birth, First Name, Last Name, and Gender all match an existing participant</li> <li>• Middle Name does not match</li> <li>• Member is Retired</li> <li>• Member is 65.000 or older</li> </ul>	Middle Name Mismatch	The reported Middle Name does not match what is on file for the member. It will not be updated because the member is retired and Medicare age.	Info 	<a href="#">View</a>
ER3025	Last Name	<ul style="list-style-type: none"> <li>• SSN, Date of Birth, First Name, and Gender all match an existing participant</li> <li>• Last Name does not match</li> <li>• Member is Retired</li> <li>• Member is 65.000 or older</li> </ul>	Last Name Mismatch	The reported Last Name does not match what is on file for the member. It will not be updated because the member is retired and Medicare age.	Info 	<a href="#">View</a>
ER3026	Prefix	<ul style="list-style-type: none"> <li>• Record is not an Adjustment or Retro</li> <li>• Prefix does not match the Prefix for another record for the same person on the same report with the same Payroll Schedule Detail Key</li> </ul>	Prefix Out of Sync	The reported Prefix does not match with the reported Prefix of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>
ER3027	First Name	<ul style="list-style-type: none"> <li>• Record is not an Adjustment or Retro</li> <li>• First Name does not match the First Name for another record for the same person on the same report with the same Payroll Schedule Detail Key</li> </ul>	First Name Out of Sync	The reported First Name does not match with the reported First Name of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>
ER3028	Middle Name	<ul style="list-style-type: none"> <li>• Record is not an Adjustment or Retro</li> <li>• Middle Name does not match the Middle Name for another record for the same person on the same report with the same Payroll Schedule Detail Key</li> </ul>	Middle Name Out of Sync	The reported Middle Name does not match with the reported Middle Name of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>






Error #	Field	Criteria	Title	Message	Severity	Resolution
ER3029	Last Name	<ul style="list-style-type: none"> <li>Record is not an Adjustment or Retro</li> <li>Last Name does not match the Last Name for another record for the same person on the same report with the same Payroll Schedule Detail Key</li> </ul>	Last Name Out of Sync	The reported Last Name does not match with the reported Last Name of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>
ER3030	Suffix	<ul style="list-style-type: none"> <li>Record is not an Adjustment or Retro</li> <li>Suffix does not match the Suffix for another record for the same person on the same report with the same Payroll Schedule Detail Key</li> </ul>	Suffix Out of Sync	The reported Suffix does not match with the reported Suffix of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>
ER3031	Gender	<ul style="list-style-type: none"> <li>Record is not an Adjustment or Retro</li> <li>Gender does not match the Gender for another record for the same person on the same report with the same Payroll Schedule Detail Key</li> </ul>	Gender Out of Sync	The reported Gender does not match with the reported Gender of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>
ER3032	Date of Birth	<ul style="list-style-type: none"> <li>Record is not an Adjustment or Retro</li> <li>Date of Birth does not match the Date of Birth for another record for the same person on the same report with the same Payroll Schedule Detail Key</li> </ul>	Date of Birth Out of Sync	The reported Date of Birth does not match with the reported Date of Birth of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>
ER3033	Last Name	<ul style="list-style-type: none"> <li>SSN, Date of Birth, and Gender all match an existing participant</li> <li>Last Name does not match</li> <li>First Name does not match</li> </ul>	First and Last Name Mismatch	The reported First Name and Last Name do not match what is on file for a member with a matching SSN, Date of Birth, and Gender.	Warning 	<a href="#">View</a>




Error #	Field	Criteria	Title	Message	Severity	Resolution
ER3034	Last Name	<ul style="list-style-type: none"> <li>• SSN, Date of Birth, and Gender all match an existing participant</li> <li>• Last Name does not match</li> <li>• First Name does not match</li> </ul>	First and Last Name Mismatch (Internal)	The reported First Name and Last Name do not match what is on file for a member with a matching SSN, Date of Birth, and Gender.	Warning  <i>Internal Only</i>	<a href="#">View</a>
ER4002	Pay Period Begin Date	<ul style="list-style-type: none"> <li>• Value is equal to or greater than Pay Period End Date</li> </ul>	Pay Period Begin Date After End Date	The reported Pay Period Begin Date is on or after the reported Pay Period End Date of this record.	Fatal Error 	<a href="#">View</a>
ER4003	Pay Date	<ul style="list-style-type: none"> <li>• Employer's Reporting Frequency is Monthly</li> <li>• Record is not an adjustment or retro</li> <li>• Pay Date is not in the same month as Report Date</li> <li>• Deferred = No</li> </ul>	Pay Date Outside of Report Range	Your Reporting Frequency is Monthly and the reported Pay Date is not in the same month as the Report Date. Monthly reports should only include Pay Dates that are within the report month.	Fatal Error 	<a href="#">View</a>
ER4004	Pay Date	<ul style="list-style-type: none"> <li>• Pay Date, Pay Period Begin Date, and Pay Period End Date do not all match with a single pay period row from a valid Payroll Schedule for the reporting employer with applicable Job Category(s) and Employment Type(s) that match those reported for this member on this report</li> </ul>	Payroll Schedule Match Not Found	The reported pay period dates do not match with an existing Payroll Schedule.	Fatal Error 	<a href="#">View</a>
ER4006	Employment Begin Date	<ul style="list-style-type: none"> <li>• The Employment Begin Date cannot be before the Date of Birth.</li> </ul>	Employment Begin Date before Date of Birth	Employment Begin Date cannot be before the reported Date of Birth.	Fatal Error 	<a href="#">View</a>
ER4007	Employment Begin Date	<ul style="list-style-type: none"> <li>• The Employment Begin Date cannot be after the Date of Death.</li> </ul>	Employment Begin Date After Date of Death	Employment Begin Date is after the member's date of death.	Fatal Error 	<a href="#">View</a>







Error #	Field	Criteria	Title	Message	Severity	Resolution
ER4008	Employment Begin Date	<ul style="list-style-type: none"> <li>• Employment Begin Date cannot be after Employment End Date from same record</li> </ul>	Employment Begin Date After Employment End Date	The reported Employment Begin Date is after the reported Employment End Date on this record.	Fatal Error 	<a href="#">View</a>
ER4009	Employment Begin Date	<ul style="list-style-type: none"> <li>• This is a new Employment Begin Date</li> <li>• Employment Begin Date is before the Received Date for a Single-Sum Retirement Benefit Application</li> </ul>	New Employment Before Single-Sum	Member has a new Employment Begin Date with this employer and the Employment Begin Date is before the received date of a Single-Sum benefit application.	Warning  <i>Internal Only</i>	<a href="#">View</a>
ER4011	Employment Begin Date	<ul style="list-style-type: none"> <li>• Record is not an adjustment</li> <li>• Days Paid is &gt; 0</li> <li>• ParticipationEmploymentKey is null</li> <li>• Employment Begin Date is null or is before Pay Period Begin Date</li> </ul> OR <ul style="list-style-type: none"> <li>• Record is not an adjustment</li> <li>• Member has no open Enrollment with the reporting Employer but does have a closed Enrollment with them</li> <li>• Employment Begin Date is on or before Employment End Date of closed enrollment</li> </ul>	Employment Begin Date Issue	This is a new Employment and Employment Begin Date is blank, before the beginning of the pay period, or it is before a previously reported Employment End Date from the same employer.	Fatal Error 	<a href="#">View</a>














Error #	Field	Criteria	Title	Message	Severity	Resolution
ER4012	Employment Begin Date	<ul style="list-style-type: none"> <li>• Employment Begin Date does not match Begin Date of matched Participation Employment Record</li> <li>• Begin Date of matched Participation Employment Record is before 7/1/2020</li> <li>• Begin Date of matched Participation Employment Record is in fiscal year 2010-2011</li> <li>• Employment Begin Date is not in the same calendar year as Begin Date of matched Participation Employment record</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>• Employment Begin Date does not match Begin Date of matched Participation Employment Record</li> <li>• Begin Date of matched Participation Employment Record is before 7/1/2020</li> <li>• Begin Date of matched Participation Employment Record is NOT in fiscal year 2010-2011</li> <li>• Employment Begin Date is not in the same fiscal year as Begin Date of matched Participation Employment record</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>• Employment Begin Date does not match Begin Date of matched Participation Employment Record</li> <li>• Begin Date of matched Participation Employment Record is after 7/1/2020</li> <li>• Employment Begin Date is not between (inclusive) Pay Period Begin Date and Pay Period End Date of the earliest posted record from the same employer, for this member where Days Paid or Post-Retirement Hours are greater than zero</li> </ul>	Employment Begin Date After First Report	The reported Employment Begin Date is too far before or after the beginning of the member's Employment record on file.	Warning 	<a href="#">View</a>



Error #	Field	Criteria	Title	Message	Severity	Resolution
ER4013	Employment End Date	<ul style="list-style-type: none"> <li>• Employment End Date &gt; Pay Period End Date</li> </ul>	Employment End Date After Pay Period End Date	The reported Employment End Date is after the reported Pay Period End Date.	Fatal Error 	<a href="#">View</a>
ER4014	Employment End Reason	<ul style="list-style-type: none"> <li>• This field contains any value other than null</li> <li>• Employment End Date = null</li> </ul>	End Reason Without End Date	An Employment End Reason has been reported but an Employment End Date has not been reported.	Fatal Error 	<a href="#">View</a>
ER4015	Employment End Reason	<ul style="list-style-type: none"> <li>• Employment End Date contains any value other than 0</li> <li>• This field = 0</li> </ul>	Missing Employment End Reason	An Employment End Reason has not been reported but an Employment End Date has been reported.	Fatal Error 	<a href="#">View</a>
ER4016	Employment Type	<ul style="list-style-type: none"> <li>• Member is reported with an Employment Type of Extra Duty and they have not yet been reported as an F or P by a different employer this fiscal year</li> </ul>	Extra Duty Without Contractual Work	Employment Type has been reported as Extra Duty, however, the member has not been reported as a Full Time or Part-Time Contractual Employment Type with another TRS-covered employer this fiscal year.	Warning 	<a href="#">View</a>
ER4017	Employment Type	<ul style="list-style-type: none"> <li>• Member is reported with an Employment Type of E for the THIRD time in the Fiscal Year and they have not yet been reported as an F or P by a different employer this fiscal year</li> </ul>	Extra Duty Without Contractual Work (Internal)	Employment Type has been reported as Extra Duty for the third time this fiscal year, however, the member has not been reported as a Full Time or Part-Time Contractual Employment Type with another TRS-covered employer this fiscal year.	Warning  <i>Internal Only</i>	<a href="#">View</a>





Error #	Field	Criteria	Title	Message	Severity	Resolution
ER4020	Employment Type	<ul style="list-style-type: none"> <li>Member is Tier 2, first participated in TRS in 2012-2013 or later, is retired, and Employment Type is reported as F or P from any employer they worked for in the last fiscal year they contributed in.</li> <li>This member's total Earnings in this report have increased by 40% or more over their total earnings from their last report from this employer OR</li> <li>Member is Tier 2, first participated in TRS in 2012-2013 or later, is retired, and Employment Type is reported as F or P from any employer they worked for in the last fiscal year they contributed in.</li> <li>This member's Job Category has changed from their last report from this employer</li> </ul>	Tier 2 Retiree Contract Check	Tier 2 retiree that first participated in TRS in 2012-13 or later is working as a full-time or part-time contractual member for any employer they worked for in the last fiscal year they contributed in.	Warning  <i>Internal Only</i>	<a href="#">View</a>
ER4022	Job Category	<ul style="list-style-type: none"> <li>Job Category has changed from what was reported on the most recent report for this member by the same employer</li> <li>Full Annual Rate is unchanged from most recent report for this member by the same employer</li> </ul>	Job Category Change Without Rate Change	The reported Job Category is different from the prior report, but the Full Annual Rate has not changed.	Warning 	<a href="#">View</a>
ER4024	Contract Days	<ul style="list-style-type: none"> <li>Member has a reported Employment Type of F or P and this field contains a value less than 180 or greater than 265</li> </ul>	Contract Days Out of Range	Contract days are less than 180 or greater than 265 for an Employment Type of Full Time or Part-Time Contractual.	Fatal Error 	<a href="#">View</a>

Error #	Field	Criteria	Title	Message	Severity	Resolution
ER4025	Contract Days	<ul style="list-style-type: none"> <li>Member has a reported Employment Type of S, H, or E and this field contains any value other than 0</li> </ul>	Contract Days for Non-Contractual Work	Member is reported as Substitute, Part-Time Non-Contractual or Extra-Duty and the Contract Days is not reported as 0.	Info 	<a href="#">View</a>
ER4026	Contract Days	<ul style="list-style-type: none"> <li>Member has a reported Job Category of 01 (Teacher) and this field contains any value greater than 219</li> </ul>	Teacher Contract Days Mismatch	The member's Job Category is Teacher and the reported Contract Days are over 219.	Fatal Error 	<a href="#">View</a>
ER4027	Contract Days	<ul style="list-style-type: none"> <li>Job Category is 02 (Administrator)</li> <li>This field contains a value less than 190</li> </ul>	Administrator Contract Days Mismatch	The member's Job Category is Administrator and the reported Contract Days are less than 190.	Fatal Error 	<a href="#">View</a>
ER4028	Contribution Category	<ul style="list-style-type: none"> <li>PersonKey = NULL</li> <li>Employer status for reported Contribution Category is Withdrawn</li> </ul>	New Member at Withdrawn Employer	Member is a new participant and the employer cannot have any new employees that report to TRS.	Fatal Error 	<a href="#">View</a>
ER4029	Contribution Category	<ul style="list-style-type: none"> <li>Contribution Category is 01</li> <li>Member is Tier 2</li> </ul> OR <ul style="list-style-type: none"> <li>Contribution Category is 02</li> <li>Member is Tier 1</li> </ul> <p>Note: The tier participation information should be derived from "ParticipationTier", but where ParticipationTierKey is NULL, the tier should be assumed as Tier 2 for the member.</p>	Tier Mismatch	Member's reported Contribution Category does not match their Tier.	Fatal Error 	<a href="#">View</a>
ER4030	Contribution Category	<ul style="list-style-type: none"> <li>Contribution Category is 99</li> <li>Member is not Retired</li> </ul> OR <ul style="list-style-type: none"> <li>Contribution Category is not 99</li> <li>Member is Retired</li> </ul>	Retired Mismatch	Member's reported Contribution Category does not match their retired status.	Fatal Error 	<a href="#">View</a>





Error #	Field	Criteria	Title	Message	Severity	Resolution
ER4031	Contribution Category	<ul style="list-style-type: none"> <li>Report Type is 02</li> <li>This member does not have an Active Enrollment in SSP</li> </ul>	SSP Record for Non-Enrollee	We have not received confirmation of this member's enrollment in the Supplemental Savings Plan from the third-party administrator.	Fatal Error 	<a href="#">View</a>
ER4032	FTE Percentage	<ul style="list-style-type: none"> <li>Field contains a value less than 010 or greater than 100</li> <li>Employment Type is F or P</li> </ul>	FTE Percentage Out of Range	Full-time Equivalency Percentage must be a whole number between 10 and 100 for F and P Employment Types.	Fatal Error 	<a href="#">View</a>
ER4033	FTE Percentage	<ul style="list-style-type: none"> <li>Member has a reported Employment Type of F and this field contains a value less than 050</li> </ul>	Full Time FTE Percentage Mismatch	The member has been reported as Full Time with a Full-Time Equivalency less 50.	Fatal Error 	<a href="#">View</a>
ER4034	FTE Percentage	<ul style="list-style-type: none"> <li>Member has a reported Employment Type of S, H, or E and this field contains any value other than 0</li> </ul>	Unexpected FTE Percentage	The Full-Time Equivalency Percentage for an Employment Type of Substitute, Part-Time Non-Contractual or Extra Duty has not been reported as 0.	Info 	<a href="#">View</a>
ER4036	Contribution Category	<ul style="list-style-type: none"> <li>Employer status for reported Contribution Category is Withdrawn</li> <li>Employment Begin Date is on or after Withdrawn status effective date</li> </ul>	New Employment at Withdrawn Employer	The member's Employment Begin Date is after the date for which the employer cannot add new TRS-covered employees.	Warning  <i>Internal Only</i>	<a href="#">View</a>
ER4037	FTE Percentage	<ul style="list-style-type: none"> <li>Employment Type is F or P</li> <li>FTE Percentage has changed from what was last reported by this Employer</li> </ul>	FTE Percentage Update	The reported FTE Percentage is different than the previously reported FTE Percentage for this member.	Info 	<a href="#">View</a>






Error #	Field	Criteria	Title	Message	Severity	Resolution
<b>ER4039</b>	Contract Days	<ul style="list-style-type: none"> <li>• Employment Type is F or P</li> <li>• Contract Days has changed from what was last reported by this Employer</li> </ul>	Contract Days Update	The reported Contract Days is different than the previously reported Contract Days for this member.	Info 	<a href="#">View</a>
<b>ER4040</b>	Job Category	<ul style="list-style-type: none"> <li>• Job Category has changed from what was last reported by this Employer</li> </ul>	Job Category Update	The reported Job Category is different than the previously reported Job Category for this member.	Info 	<a href="#">View</a>
<b>ER4041</b>	Employment Type	<ul style="list-style-type: none"> <li>• Employment Type has changed from what was last reported by this Employer</li> </ul>	Employment Type Update	The reported Employment Type is different than the previously reported Employment Type for this member.	Info 	<a href="#">View</a>
<b>ER4042</b>	Payroll Frequency	<ul style="list-style-type: none"> <li>• Employment Type is F or P</li> <li>• Payroll Frequency has changed from what was last reported by this Employer</li> </ul>	Payroll Frequency Update	The reported Employment Type is Full Time or Part-Time Contractual and the Payroll Frequency has changed from the prior report.	Info 	<a href="#">View</a>
<b>ER4043</b>	Employment Begin Date	<ul style="list-style-type: none"> <li>• No Employment Match is Found</li> </ul>	Employment Match Not Found	Based on the employment information provided, this is a new period of employment for this member.	Info 	<a href="#">View</a>






Error #	Field	Criteria	Title	Message	Severity	Resolution
ER4044	Employment End Date	<ul style="list-style-type: none"> <li>Record is not a Retro or an Adjustment</li> <li>ParticipationEmploymentKey is not null</li> <li>Employment Begin Date matches the Begin Date of the Participation Employment record represented by ParticipationEmploymentKey</li> <li>Employment End Date is null and End Date of Participation Employment record is not null</li> </ul> OR <ul style="list-style-type: none"> <li>Record is not a Retro or an Adjustment</li> <li>ParticipationEmploymentKey is not null</li> <li>Employment Begin Date matches the Begin Date of the Participation Employment record represented by ParticipationEmploymentKey</li> <li>Employment End Date does not match the End Date of Participation Employment record</li> </ul>	Missing or Mismatched Employment End Date	The reported value for Employment End Date does not match with this member's Employment Record.	Fatal Error 	<a href="#">View</a>
ER4045	Employment Begin Date	<ul style="list-style-type: none"> <li>ParticipationEmploymentKey is not null</li> <li>Employment Begin Date does not match the Begin Date of the Participation Employment record represented by ParticipationEmploymentKey</li> <li>Employment Begin Date is before the Begin Date of the Participation Plan record tied to the ParticipationEmploymentKey</li> </ul>	Retroactive Employment Begin Date	Employment Begin Date does not match the Begin Date of the matched Participation Employment Record and is prior to Begin Date of the matched Participation Plan record.	Warning  <i>Internal Only</i>	<a href="#">View</a>

Error #	Field	Criteria	Title	Message	Severity	Resolution
<b>ER4046</b>	Contribution Category	<ul style="list-style-type: none"> <li>• Contribution Category is 03, 04, 05, 06, 07, or 08</li> <li>• Report Type is 01</li> </ul> OR <ul style="list-style-type: none"> <li>• Contribution Category is 01, 02, or 99</li> <li>• Report Type is 02</li> </ul>	Contribution Category Mismatch	The reported Contribution Category does not match with the Report Type	Fatal Error 	<a href="#">View</a>
<b>ER4048</b>	Employment Begin Date	<ul style="list-style-type: none"> <li>• Record is not an Adjustment or Retro</li> <li>• Employment Begin Date does not match the Employment Begin Date for another record for the same person on the same report with the same Payroll Schedule Detail Key</li> </ul>	Employment Begin Date Out of Sync	The reported Employment Begin Date does not match with the reported Employment Begin Date of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>
<b>ER4049</b>	Employment End Date	<ul style="list-style-type: none"> <li>• Record is not an Adjustment or Retro</li> <li>• Employment End Date does not match the Employment End Date for another record for the same person on the same report with the same Payroll Schedule Detail Key</li> </ul>	Employment End Date Out of Sync	The reported Employment End Date does not match with the reported Employment End Date of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>
<b>ER4050</b>	Employment End Reason	<ul style="list-style-type: none"> <li>• Record is not an Adjustment or Retro</li> <li>• Employment End Reason does not match the Employment End Reason for another record for the same person on the same report with the same Payroll Schedule Detail Key</li> </ul>	Employment End Reason Out of Sync	The reported Employment End Reason does not match with the reported Employment End Reason of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>














Error #	Field	Criteria	Title	Message	Severity	Resolution
<b>ER4051</b>	Employment Type	<ul style="list-style-type: none"> <li>Record is not an Adjustment or Retro</li> <li>Employment Type does not match the Employment Type for another record for the same person on the same report with the same Payroll Schedule Detail Key</li> </ul>	Employment Type Out of Sync	The reported Employment Type does not match with the reported Employment Type of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>
<b>ER4052</b>	Job Category	<ul style="list-style-type: none"> <li>Record is not an Adjustment or Retro</li> <li>Job Category does not match the Job Category for another record for the same person on the same report with the same Payroll Schedule Detail Key</li> </ul>	Job Category Out of Sync	The reported Job Category does not match with the reported Job Category of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>
<b>ER4053</b>	Contract Days	<ul style="list-style-type: none"> <li>Record is not an Adjustment or Retro</li> <li>Contract Days does not match the Contract Days for another record for the same person on the same report with the same Payroll Schedule Detail Key</li> </ul>	Contract Days Out of Sync	The reported Contract Days does not match with the reported Contract Days of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>
<b>ER4054</b>	FTE Percentage	<ul style="list-style-type: none"> <li>Record is not an Adjustment or Retro</li> <li>FTE Percentage does not match the FTE Percentage for another record for the same person on the same report with the same Payroll Schedule Detail Key</li> </ul>	FTE Percentage Out of Sync	The reported FTE Percentage does not match with the reported FTE Percentage of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>




Error #	Field	Criteria	Title	Message	Severity	Resolution
ER4055	Employment Type	<ul style="list-style-type: none"> <li>• Employment Type is anything other than F or P</li> <li>• Report Type is 02</li> </ul>	Non-Contractual SSP Contribution	Employment indicates the member is not a contractual employee and therefore would not be eligible to contribute to the Supplemental Savings Plan.	Fatal Error 	<a href="#">View</a>
ER4056	Employment Begin Date	<ul style="list-style-type: none"> <li>• ParticipationEmploymentKey is null</li> <li>• The member has a Participation Employment record with no End Date with an Employer that matches the reporting Employer and the Employment record is under a Participation Plan with a type that matches the Report Type (DB vs DC)</li> </ul>	Multiple Open Employments for Same Employer	The member has an open Employment for this employer, but the Edit Process was not able to match to it.	Fatal Error  <i>Internal Only</i>	<a href="#">View</a>
ER5001	Full Annual Rate	<ul style="list-style-type: none"> <li>• Value is less than 15000</li> <li>• Value is greater than 0</li> <li>• Member has an Employment Type of F (Full-time)</li> </ul>	Full Annual Rate (Full Time) Too Low	Full Annual Rate is below \$15,000 for a Full Time employee.	Warning 	<a href="#">View</a>
ER5002	Full Annual Rate	<ul style="list-style-type: none"> <li>• Value is less than 8000</li> <li>• Value is greater than 0</li> <li>• Member has an Employment Type of P (Part-time contractual)</li> </ul>	Full Annual Rate (Part-Time) Too Low	Full Annual Rate is below \$8,000 for a Part-Time Contractual employee.	Warning 	<a href="#">View</a>
ER5003	Full Annual Rate	<ul style="list-style-type: none"> <li>• Value is zero</li> <li>• Member's Employment Type is F or P</li> </ul>	Missing Full Annual Rate	Full Annual Rate is required for Full Time and Part-Time Contractual employees and cannot be \$0.	Fatal Error 	<a href="#">View</a>




Error #	Field	Criteria	Title	Message	Severity	Resolution
<b>ER5005</b>	Payment Reason	<ul style="list-style-type: none"> <li>• Payment Reason is ED</li> <li>• Member's Employment Type is S or H</li> </ul> OR <ul style="list-style-type: none"> <li>• Payment Reason is LE</li> <li>• Member's Employment Type is S or H</li> </ul>	Substitute or Hourly Extra-Duty	Payment Reason is Extra-Duty/Stipends or Licensed Extra-Duty for a member with an Employment Type of Substitute or Part-Time Non-Contractual (Hourly).	Warning 	<a href="#">View</a>
<b>ER5006</b>	Payment Reason	<ul style="list-style-type: none"> <li>• Payment Reason is LA</li> <li>• Earnings are &lt;&gt; 0</li> </ul>	Earnings with Leave of Absence	Payment Reason is Unpaid Leave of Absence and Earnings not equal to \$0.	Fatal Error 	<a href="#">View</a>
<b>ER5008</b>	Payment Reason	<ul style="list-style-type: none"> <li>• Payment Reason is LE</li> <li>• Member's Employment Type is E</li> </ul>	Licensed Extra Duty for Extra Duty Employee	Payment Reason is Licensed Extra-Duty Outside Contract Calendar for a member with an Employment Type of Extra-Duty.	Fatal Error 	<a href="#">View</a>
<b>ER5009</b>	Payment Reason	<ul style="list-style-type: none"> <li>• Payment Reason is TX</li> <li>• Member's Employment Type is S, H, or E</li> </ul>	Substitute, Hourly, or Extra-Duty Tax-Deferred Payment	Payment Reason is Board Payments to a Qualified Tax-Deferred Plan for a member with an Employment Type of Substitute, Part-Time Non-Contractual (Hourly) or Extra-Duty.	Warning 	<a href="#">View</a>
<b>ER5010</b>	Payment Reason	<ul style="list-style-type: none"> <li>• Payment Reason is FB</li> <li>• Pay Period Begin Date, Pay Period End Date, Pay Date, Job Category, Payroll Frequency and Employment Type do not all match a pay period that has been designated flex from a Payroll Schedule for the reporting employer for the current fiscal year</li> </ul>	Unexpected Flexible Benefit Payment	Payment Reason is Flexible Benefit Plan but this pay period was not indicated as a Flex Plan pay period on the appropriate payroll schedule.	Fatal Error 	<a href="#">View</a>

Error #	Field	Criteria	Title	Message	Severity	Resolution
ER5011	Payment Reason	<ul style="list-style-type: none"> <li>Payment Reason is FB</li> <li>Member's Employment Type is S, H, or E</li> </ul>	Substitute, Hourly, or Extra-Duty Flexible Benefit Payment	Payment Reason is Flexible Benefit Plan for a member with an Employment Type of Substitute, Part-Time Non-Contractual (Hourly) or Extra-Duty.	Warning 	<a href="#">View</a>
ER5012	Payment Reason	<ul style="list-style-type: none"> <li>Payment Reason is LA</li> <li>Member's Employment Type is S, H or E</li> </ul>	Substitute or Hourly Leave of Absence	Payment Reason is Unpaid Leave of Absence for a member with an Employment Type of Substitute or Part-Time Non-Contractual (Hourly).	Warning  <i>Internal Only</i>	<a href="#">View</a>
ER5013	Payment Reason	<ul style="list-style-type: none"> <li>Payment Reason is LS</li> <li>Member's Employment Type E</li> </ul>	Extra-Duty Lump Sum Payment	Payment Reason is Lump Sum Payments for a member with an Employment Type of Extra-Duty	Fatal Error 	<a href="#">View</a>
ER5014	Payment Reason	<ul style="list-style-type: none"> <li>Payment Reason is SS</li> <li>Member's Employment Type E</li> </ul>	Extra-Duty Summer School	Payment Reason is Summer School Earnings for a member with an Employment Type of Extra-Duty.	Fatal Error 	<a href="#">View</a>
ER5015	Payment Reason	<ul style="list-style-type: none"> <li>Payment Reason is NC</li> <li>This is the only record for the member in the report</li> </ul>	Unexpected Non-Contributory Earnings	Non-Contributory earnings cannot be reported without other contributory earnings in the same report.	Fatal Error 	<a href="#">View</a>
ER5016	Payment Reason	<ul style="list-style-type: none"> <li>Payment Reason is LA</li> <li>Member's Contribution Category is 99</li> </ul>	Retired Leave of Absence	Payment Reason is Unpaid Leave of Absence but member is Retired.	Fatal Error 	<a href="#">View</a>
ER5017	Payment Reason	<ul style="list-style-type: none"> <li>Payment Reason is SB</li> <li>Member's Contribution Category is 99</li> </ul>	Retired Sabbatical	Payment Reason is Sabbatical but member is Retired.	Fatal Error 	<a href="#">View</a>



Error #	Field	Criteria	Title	Message	Severity	Resolution
ER5018	Payment Reason	<ul style="list-style-type: none"> <li>• Payment Reason is ML</li> <li>• Member's Contribution Category is 99</li> </ul>	Retired Military Service	Payment Reason is Military Service but member is Retired.	Fatal Error 	<a href="#">View</a>
ER5019	Payment Reason	<ul style="list-style-type: none"> <li>• Payment Reason is BW</li> <li>• Record is dated as an adjustment or retro for a previous fiscal year</li> </ul>	Back Wage Settlement Outside Current Fiscal Year	Payment Reason is Back Wage Settlement Payment for a pay period that is not in the current fiscal year.	Warning  <i>Internal Only</i>	<a href="#">View</a>
ER5020	Payment Reason	<ul style="list-style-type: none"> <li>• Payment Reason is SB</li> <li>• Member's Employment Type is P, S, H, or E</li> </ul>	Non-Full Time Sabbatical	Payment Reason is Sabbatical and member is not Full Time.	Fatal Error 	<a href="#">View</a>
ER5021	Payment Reason	<ul style="list-style-type: none"> <li>• Payment Reason is LS, SS, or BW</li> <li>• Deferred = Y</li> </ul>	Deferred Lump Sum, Summer School, or Back Wage	Payment Reason is Lump Sum Payments, Summer School Earnings, or Back Wage Settlement Payments for Deferred earnings.	Fatal Error 	<a href="#">View</a>
ER5022	Payment Reason	<ul style="list-style-type: none"> <li>• Payment Reason is LS</li> <li>• Employment End Date is NOT NULL</li> <li>• Pay Date is after Employment End Date</li> <li>• There is no other record for the same member with a Payment Reason of BS on the same report</li> <li>OR</li> <li>• Payment Reason is LS</li> <li>• Employment End Date is NOT NULL</li> <li>• Pay Date is after the later of: Employment End Date</li> <li>OR</li> <li>Pay Period End Date of last BS</li> </ul> Record with positive earnings and the record is not an adjustment	Due and Payable Lump Sum	Payment Reason is Lump Sum Payments for a Pay Date that is after reported Employment End Date and there are no corresponding Base Salary earnings for the same period.	Warning 	<a href="#">View</a>




Error #	Field	Criteria	Title	Message	Severity	Resolution
ER5023	Payment Reason	<ul style="list-style-type: none"> <li>• Payment Reason is LS</li> <li>• Employment End Date is &lt;&gt; 0</li> <li>• Fiscal Year of Employment End Date is &lt; Fiscal Year of Payroll Schedule to which Pay Period Begin Date, Pay Period End Date, Pay Date, Job Category, and Employment Type apply</li> </ul>	Non-Reportable Lump Sum	Payment Reason is Lump Sum Payments and pay period is for a different fiscal year than the fiscal year of reported Employment End Date.	Fatal Error 	<a href="#">View</a>
ER5024	Payment Reason	<ul style="list-style-type: none"> <li>• Payment Reason is LS</li> <li>• Pay Date &gt; Date of Death</li> </ul>	Non-Creditable Lump Sum	Payment Reason is Lump Sum Payments and Pay Date is after member's Date of Death.	Fatal Error 	<a href="#">View</a>
ER5025	Payment Reason	<ul style="list-style-type: none"> <li>• Payment Reason is the same as another record for the same member with the same Payroll Schedule Detail key</li> <li>• Record is not an adjustment</li> </ul>	Duplicate Payment Reason	Payment Reason is the same as the Payment Reason on another record for this member in this report.	Fatal Error 	<a href="#">View</a>
ER5027	Payment Reason	<ul style="list-style-type: none"> <li>• Payment Reason is SS</li> <li>• Pay Period Begin Date is not between 5/16 and 8/31</li> </ul>	Summer School Outside of Expected Range	Payment Reason is Summer School Earnings and Pay Period Begin Date is not between May 16 and August 31.	Fatal Error 	<a href="#">View</a>
ER5028	Deferred	<ul style="list-style-type: none"> <li>• Deferred = NO</li> <li>• Employment End Date &lt; Pay Period Begin Date</li> </ul> OR <ul style="list-style-type: none"> <li>• Deferred = NO</li> <li>• Date of Death &lt; Pay Period Begin Date</li> </ul>	Non-Deferred Earnings after End of Employment	Deferred is No for a pay period that begins after Employment End Date or Date of Death.	Fatal Error 	<a href="#">View</a>
ER5029	Deferred	<ul style="list-style-type: none"> <li>• Deferred= YES</li> <li>• Member is not deceased</li> <li>• Employment End Date is null</li> <li>• Pay Period Begin Date is before 5/16 or after 8/20 of any given year</li> </ul>	Deferred Earnings Outside of Expected Range	Deferred is Yes without an Employment End Date for a pay period that does not start between May 16 and August 20.	Warning 	<a href="#">View</a>



Error #	Field	Criteria	Title	Message	Severity	Resolution
ER5030	Deferred	<ul style="list-style-type: none"> <li>• Deferred = YES</li> <li>• Employment End Date &gt; Pay Period Begin Date</li> </ul> OR <ul style="list-style-type: none"> <li>• Deferred = YES</li> <li>• Date of Death &gt; Pay Period Begin Date</li> </ul>	Deferred Earnings before End of Employment	Deferred is Yes for a pay period that begins before Employment Begin Date or Date of Death.	Fatal Error 	<a href="#">View</a>
ER5031	Earnings	<ul style="list-style-type: none"> <li>• Employment Type is F or P</li> <li>• Payment Reason is BS</li> <li>• Earnings have changed by at least 15% from BS Earnings on last report</li> <li>• Docked Days = 0</li> <li>• Employment Type is unchanged from last report</li> <li>• Job Category is unchanged from last report</li> <li>• FTE Percentage is unchanged from last report</li> <li>• Full Annual Rate is unchanged from the previous report</li> </ul>	Unexpected Earnings Change	Earnings have changed from the last report for this member by at least 15% without a corresponding change to Employment Type, Job Category, Full Annual Rate, or FTE Percentage.	Warning 	<a href="#">View</a>
ER5033	Earnings	<ul style="list-style-type: none"> <li>• Member is not exempt from 401(a)(17)</li> <li>• Total cumulative Earnings for this fiscal year across all employers is greater than 401(a)(17) limit for the current fiscal year</li> </ul> Note: Cumulative total should include all posted rows and edit records in accepted status.	401(a)(17) Limits Exceeded	The member's cumulative earnings for the fiscal year have exceeded the IRC 401(a)(17) pensionable limits.	Fatal Error 	<a href="#">View</a>




Error #	Field	Criteria	Title	Message	Severity	Resolution
ER5034	Earnings	<ul style="list-style-type: none"> <li>Member is Tier 2</li> <li>Total cumulative Earnings for this fiscal year (of Payroll Schedule Record) across all employers is greater than TRS Tier 2 limit for the current fiscal year (of Payroll Schedule Record)</li> </ul> <p>Note: Cumulative total should include all posted rows and edit records in accepted status.</p> <p>Note: The tier participation information should be derived from "ParticipationTier", but where ParticipationTierKey is NULL, the tier should be assumed as Tier 2 for the member.</p>	Tier 2 Earnings Limit Exceeded	The member's cumulative earnings for the fiscal year have exceeded the limit for what is pensionable for Tier 2 members.	Fatal Error 	<a href="#">View</a>
ER5035	Earnings	<ul style="list-style-type: none"> <li>Earnings are &gt; 0</li> <li>Days Paid = 0</li> <li>Deferred = NO</li> <li>Member is not retired</li> <li>Employment Type is F, P, S, or H</li> <li>Payment Reason is BS, LE, SS, SB, or ML</li> <li>Member does not have a record with a Payment Reason of LA on the same report</li> <li>Balanced Calendar = NO</li> </ul>	Non-Deferred Earnings Without Days Paid	Earnings have been reported without Days Paid and the Deferred flag is set to No.	Warning 	<a href="#">View</a>
ER5036	Earnings	<ul style="list-style-type: none"> <li>Employment Type is S or H</li> <li>Payment Reason is BS</li> <li>\$20.00 &gt; Earnings ÷ Days Paid OR \$450.00 &lt; Earnings ÷ Days Paid</li> </ul>	Sub or Hourly Daily Rate Out of Range	The member is a Substitute or Part-Time Non-Contractual employee with a daily rate less than \$20.00 or more than \$450.00.	Warning 	<a href="#">View</a>













Error #	Field	Criteria	Title	Message	Severity	Resolution
ER5040	Earnings	<ul style="list-style-type: none"> <li>• Employment Type is F or P</li> <li>• Docked Days = 0</li> <li>• Member does not have a record with a Payment Reason of LA on the same report</li> <li>• Payment Reason is BS</li> <li>• Earnings is not within 1% of (Full Annual Rate/Number of Non-Special Pay Periods on their Payroll Schedule) OR (Full Annual Rate/Total Number of Pay Periods on their Payroll Schedule including Special Pays)</li> </ul>	Base Salary Earnings Outside of Expected Range	The reported Base Salary Earnings are not proportional to their reported Payroll Frequency and your reported Payroll Schedule.	Info 	<a href="#">View</a>
ER5041	Earnings	<ul style="list-style-type: none"> <li>• Record is an adjustment to a previous Pay Period</li> <li>• Payment Reason is not LA or ML</li> <li>• Earnings are &lt;= 0</li> <li>• Total Earnings for all records for the Pay Period being adjusted for this member is &lt;= 0</li> </ul> OR <ul style="list-style-type: none"> <li>• Record is an adjustment to a previous Pay Period</li> <li>• Payment Reason is not LA or ML</li> <li>• Earnings are &lt;= 0</li> <li>• Total Earnings for all records for the Pay Period being adjusted for this member with THE SAME Payment Reason as this record is &lt;= 0</li> </ul> <p>Note: Cumulative total should include all posted rows and edit records in accepted status.</p>	Composite Earnings Less Than Zero	The reported adjustment amount has caused the member's total net Earnings or their net Earnings for the Payment Reason being adjusted to fall below zero for the pay period.	Fatal Error 	<a href="#">View</a>








Error #	Field	Criteria	Title	Message	Severity	Resolution
ER5044	Earnings	<ul style="list-style-type: none"> <li>Record is not an adjustment</li> <li>Earnings are &lt;0</li> </ul>	Negative Earnings	The record is not an adjustment to a previously reported pay period and the Earnings are less than zero.	Fatal Error 	<a href="#">View</a>
ER5045	Earnings that exceed Salary Limits	<ul style="list-style-type: none"> <li>Record is not an adjustment</li> <li>Earnings that exceed salary limits are &lt;0</li> </ul>	Negative Earnings that exceed Salary Limits	The record is not an adjustment to a previously reported pay period and the Earnings that exceed Salary Limits are less than zero.	Fatal Error 	<a href="#">View</a>
ER5046	Earnings that exceed Salary Limits	<ul style="list-style-type: none"> <li>Member is Tier 1</li> <li>Member is subject to the IRS 401(a)(17) limits</li> <li>Cumulative Earnings for this member across all employers has not exceeded the IRS 401(a)(17) limits for this fiscal year (NOT INCLUDING NC PAYMENT REASON)</li> <li>The absolute value of this field is not 0</li> </ul> <p>Note: Cumulative total should include all posted rows and edit records in accepted status. The system will also look into EmployerReportingSubmissionDetail table for the Person Key where the detail record status is Accepted or Edit Ready.</p>	Unexpected Earnings Over IRS Limits	The member has not yet exceeded the IRC 401(a)(17) pensionable earnings limits this fiscal year, therefore this field should be empty.	Fatal Error 	<a href="#">View</a>







Error #	Field	Criteria	Title	Message	Severity	Resolution
ER5047	Earnings that exceed Salary Limits	<ul style="list-style-type: none"> <li>Member is not Tier 2</li> <li>Member is not subject to 401(a)(17) limits</li> <li>The value of this field is not 0</li> </ul> <p>Note: The tier participation information should be derived from "ParticipationTier", but where ParticipationTierKey is NULL, the tier should be assumed as Tier 2 for the member.</p>	Unexpected Earnings that exceed Salary Limits	The member is not subject to either Tier 2 or IRC 401(a)(17) pensionable earnings limits.	Fatal Error 	<a href="#">View</a>
ER5048	Earnings that exceed Salary Limits	<ul style="list-style-type: none"> <li>Member is Tier 2</li> <li>Cumulative Earnings for this member across all employers has not exceeded the TRS Tier 2 Limit for the fiscal year</li> <li>The absolute value of this field is not 0</li> </ul> <p>Note: Cumulative total should include all posted rows and edit records in accepted status. The system will also look into EmployerReportingSubmissionDetail table for the Person Key where the detail record status is Accepted or Edit Ready.</p> <p>Note: The tier participation information should be derived from "ParticipationTier", but where ParticipationTierKey is NULL, the tier should be assumed as Tier 2 for the member.</p>	Unexpected Earnings Over Tier 2 Limit	The member has not yet exceeded the Tier 2 pensionable earnings limits this fiscal year, therefore this field should be empty.	Fatal Error 	<a href="#">View</a>

Error #	Field	Criteria	Title	Message	Severity	Resolution
<b>ER5049</b>	Earnings that exceed Salary Limits	<ul style="list-style-type: none"> <li>Record is an adjustment to a previous Pay Period</li> <li>Payment Reason is not LA</li> <li>Earnings That Exceed Salary Limits are <math>\leq 0</math></li> <li>Total Earnings That Exceed Salary Limits for all records for the Pay Period being adjusted for this member is <math>&lt; 0</math></li> </ul> OR <ul style="list-style-type: none"> <li>Record is an adjustment to a previous Pay Period</li> <li>Payment Reason is not LA</li> <li>Earnings That Exceed Salary Limits for a particular Payment Reason are <math>\leq 0</math></li> <li>Total Earnings That Exceed Salary Limits for all records for the Pay Period being adjusted for this member with THAT SAME Payment Reason is <math>\leq 0</math></li> </ul> <p>Note: Cumulative total should include all posted rows and edit records in accepted status.</p>	Composite Earnings that exceed Salary Limits Less Than Zero	The reported adjustment amount has caused the member's total net Earnings that exceed Salary Limits or their net Earnings that exceed Salary Limits for the Payment Reason being adjusted to fall below zero for the pay period.	Fatal Error 	<a href="#">View</a>
<b>ER5050</b>	Contributions	<ul style="list-style-type: none"> <li>Report Type is 01</li> <li>Member's status is either Retired or Single-Sum</li> <li>This field is any value other than 0</li> </ul>	Unexpected Contributions (Retired)	The member is retired and therefore should not have any contributions reported or withheld.	Fatal Error 	<a href="#">View</a>
<b>ER5051</b>	Contributions	<ul style="list-style-type: none"> <li>Report Type is 01</li> <li>Contribution Category is not 99</li> <li>Payment Reason is LA, ML, or NC</li> <li>This field is any value other than 0</li> </ul>	Unexpected Contributions (Non-Contributory)	Contributions have been reported for a Payment Reason that should not include Contributions (LA, ML, or NC).	Fatal Error 	<a href="#">View</a>


Error #	Field	Criteria	Title	Message	Severity	Resolution
ER5052	Contributions	<ul style="list-style-type: none"> <li>• Report Type is 01</li> <li>• Payment Reason is not NC or ML</li> <li>• Member is Not Retired</li> <li>• Absolute value of this field is not equal (+/- 0.03) to the absolute value of Earnings x Contribution Rate for member's Tier</li> </ul> Ex.: $ \text{Contributions}  < >  \text{Earnings}  * 0.09$	DB Contributions Out of Range	The reported Contributions are not with three cents of nine percent of the reported Earnings.	Fatal Error 	<a href="#">View</a>
ER5053	Contributions	<ul style="list-style-type: none"> <li>• Earnings is &gt; 0</li> <li>• This field is &lt; 0</li> </ul> OR <ul style="list-style-type: none"> <li>• Earnings is &lt; 0</li> <li>• This field is &gt; 0</li> </ul>	Earnings and Contributions Out of Sync	The reported Earnings are positive, and the Contributions are negative or vice versa.	Fatal Error 	<a href="#">View</a>
ER5055	Contributions	<ul style="list-style-type: none"> <li>• Report Type is 02</li> <li>• This field does not equal the member's elected SSP Deferral dollar amount based on matching the Contribution Category in this record</li> </ul>	SSP Contributions Mismatch	The reported SSP Contributions do not match the member's elected SSP Deferral Amount for the reported Contribution Category.	Fatal Error 	<a href="#">View</a>
ER5056	THIS Contributions	<ul style="list-style-type: none"> <li>• Report Type is 01</li> <li>• Member's status is either Retired or Single Sum</li> <li>• This field is any value other than 0</li> </ul>	Unexpected THIS Contributions (Retired)	The member is retired and therefore should not have any contributions reported or withheld.	Fatal Error 	<a href="#">View</a>
ER5057	THIS Contributions	<ul style="list-style-type: none"> <li>• Report Type is 01</li> <li>• Contribution Category is not 99</li> <li>• Payment Reason is LA, ML, or NC</li> <li>• This field is any value other than 0</li> </ul>	Unexpected THIS Contributions (Non-Contributory)	THIS Contributions have been reported for a Payment Reason that should not include Contributions (LA, ML, or NC).	Fatal Error 	<a href="#">View</a>







Error #	Field	Criteria	Title	Message	Severity	Resolution
ER5058	THIS Contributions	<ul style="list-style-type: none"> <li>• Report Type is 01</li> <li>• Payment Reason is not NC or ML</li> <li>• Member is Not Retired</li> <li>• Absolute value of this field is not equal (+/- 0.03) to the absolute value of Earnings x Contribution Rate for member's Tier</li> </ul> Ex.:  THIS Contribution <> Earnings *0.0124	THIS Contributions Out of Range	The reported THIS Contributions are not within three cents of the current THIS Fund Contribution Rate multiplied by the reported Earnings.	Fatal Error 	<a href="#">View</a>
ER5059	THIS Contributions	<ul style="list-style-type: none"> <li>• Earnings is &gt; 0</li> <li>• This field is &lt; 0</li> </ul> OR <ul style="list-style-type: none"> <li>• Earnings is &lt; 0</li> <li>• This field is &gt; 0</li> </ul>	Earnings and THIS Contributions Out of Sync	The reported Earnings are positive, and the THIS Contributions are negative or vice versa.	Fatal Error 	<a href="#">View</a>
ER5060	Employer Defined Contributions	<ul style="list-style-type: none"> <li>• Member is Retired</li> <li>• This field contains any value other than 0</li> </ul>	Unexpected Employer Defined Contributions (Retired)	The member is retired and therefore should not have any contributions reported or withheld.	Fatal Error 	<a href="#">View</a>
ER5061	Employer Defined Contributions	<ul style="list-style-type: none"> <li>• Report Type is 01</li> <li>• This field contains any value other than 0</li> </ul>	Unexpected Employer Defined Contributions (DB)	This is a Defined Benefit report; therefore this field should be left blank.	Fatal Error 	<a href="#">View</a>
ER5062	Payment Reason	<ul style="list-style-type: none"> <li>• Payment reason is FB</li> <li>• Cumulative total of FB earnings from this employer for this person this fiscal year are greater than the highest Flex Plan Amount for this employer this fiscal year that has a matching Job Category with the Job Category on this record (For this purpose treat Medical/Counseling the same as Teacher)</li> </ul> Note: Cumulative total should include all posted rows and edit records in accepted status.	Flex Plan Payment Too High	The total amount of Flex Plan earnings reported for this member has exceeded the highest reported amount available to them.	Warning  <i>Internal Only</i>	<a href="#">View</a>




Error #	Field	Criteria	Title	Message	Severity	Resolution
ER5063	THIS Contributions	<ul style="list-style-type: none"> <li>Report Type is 02</li> <li>THIS Contributions is any value other 0</li> </ul>	Unexpected THIS Contributions (DC)	THIS Fund Contributions should not be remitted as part of a Defined Contribution report.	Fatal Error 	<a href="#">View</a>
ER5064	Payment Reason	<ul style="list-style-type: none"> <li>Payment Reason is anything other than LA or ML</li> <li>Earnings = 0</li> <li>Record is not an adjustment</li> </ul>	No Earnings for Non-Adjustment	Earnings are zero, but the member is not on a Leave of Absence and the record is not an adjustment to a previous pay period.	Fatal Error 	<a href="#">View</a>
ER5065	Full Annual Rate	<ul style="list-style-type: none"> <li>Record is not an Adjustment or Retro</li> <li>Full Annual Rate does not match the Full Annual Rate for another record for the same person on the same report with the same Payroll Schedule Detail Key</li> </ul>	Full Annual Rate Out of Sync	The reported Full Annual Rate does not match with the reported Full Annual Rate of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>
ER5066	Employer Defined Contributions	<ul style="list-style-type: none"> <li>Contribution Category is 06, 07, or 08</li> <li>This field contains any value other than zero</li> </ul>	Unexpected Employer Contributions (Roth)	Employer contributions must be pre-tax and therefore cannot be a Roth contribution.	Fatal Error 	<a href="#">View</a>
ER5067	Payment Reason	<ul style="list-style-type: none"> <li>Payment Reason is SB</li> <li>Member's Employment Type is P, S, H, or E</li> </ul>	Adjustment of an Adjustment	This record is adjusting a record that already has a posted adjustment.	Warning  <i>Internal Only</i>	<a href="#">View</a>
ER5068	Payment Reason	<ul style="list-style-type: none"> <li>Record is an Adjustment</li> <li>There is another record in this report for the same member with the same Payment Reason and Payroll Schedule Detail Key as this record</li> </ul>	Concurrent Adjustments	This record and another record in this report are both adjustments to the same original record.	Fatal Error 	<a href="#">View</a>
ER5069	THIS Contributions	<ul style="list-style-type: none"> <li>Report Type is 01</li> <li>Report is from an Employer classified as a State Agency</li> <li>THIS Contributions is any value other 0</li> </ul>	Unexpected THIS Contributions (State Agencies)	THIS Contributions have been reported for a member employed by a State Agency.	Fatal Error 	<a href="#">View</a>



Error #	Field	Criteria	Title	Message	Severity	Resolution
<b>ER6001</b>	Docked Days	<ul style="list-style-type: none"> <li>• Docked Days is greater than 13</li> </ul>	Docked Days Reasonableness Check	Docked Days reported for this period is greater than 13.	Warning 	<a href="#">View</a>
<b>ER6002</b>	Sick Leave/Personal Days	<ul style="list-style-type: none"> <li>• ParticipationEmploymentKey is NULL</li> <li>• Member has Sick Leave Credit posted to their membership record from this same employer</li> <li>• This field has a value greater than this employer's highest Normal Annual Allotment for the Job Category (for this purpose treat Medical/Counseling as Teachers) reported for this member, for the fiscal year being reported</li> </ul>	Sick Leave Reinstatement Check	The member had sick leave days reported from a prior period of employment and upon returning to the district the Sick Leave/Personal Days reported on the first pay period is greater than the district's normal annual allotment for the job category.	Warning 	<a href="#">View</a>
<b>ER6003</b>	Sick Leave/Personal Days	<ul style="list-style-type: none"> <li>• Sick Leave/Personal Days is more than 25 days less than Sick Leave/Personal Days from last posted report</li> </ul>	Sick Leave Use Too High	The balance of Sick Leave/Personal Days has decreased by more than 25 days since the last reporting period.	Warning 	<a href="#">View</a>
<b>ER6004</b>	Days Paid	<ul style="list-style-type: none"> <li>• Employment Type is E</li> <li>• Days Paid is anything other than 0</li> </ul>	Extra Duty Days Paid Reported	Total number of Days Paid is greater than zero for an Employment Type of Extra Duty.	Fatal Error 	<a href="#">View</a>
<b>ER6005</b>	Days Paid	<ul style="list-style-type: none"> <li>• Days Paid &gt; 0</li> <li>• Deferred = YES</li> </ul>	Days Paid for Deferred Earnings	Pay Period Begin Date is after reported employment End Date and Days Paid are greater than 0.	Fatal Error 	<a href="#">View</a>
<b>ER6006</b>	Days Paid	<ul style="list-style-type: none"> <li>• Member has a status of Retired</li> <li>• Days Paid is anything other than 0</li> </ul>	Retired Member Days Paid Reported	Member status is retired, and Days Paid have been reported.	Fatal Error 	<a href="#">View</a>











Error #	Field	Criteria	Title	Message	Severity	Resolution
ER6007	Days Paid	<ul style="list-style-type: none"> <li>• Employment Type is F or P</li> <li>• Payroll Frequency is Weekly</li> <li>• Balanced Calendar is NO</li> <li>• It is neither the first nor the last pay period of the Payroll Schedule</li> <li>• Days Paid is greater than 5</li> </ul> OR <ul style="list-style-type: none"> <li>• Employment Type is F or P</li> <li>• Payroll Frequency is Bi-Weekly</li> <li>• Balanced Calendar is NO</li> <li>• It is neither the first nor the last pay period of the Payroll Schedule</li> <li>• Days Paid is greater than 10</li> </ul> OR <ul style="list-style-type: none"> <li>• Employment Type is F or P</li> <li>• Payroll Frequency is Semi-Monthly</li> <li>• Balanced Calendar is NO</li> <li>• It is neither the first nor the last pay period of the Payroll Schedule</li> <li>• Days Paid is greater than 12</li> </ul> OR <ul style="list-style-type: none"> <li>• Employment Type is F or P</li> <li>• Payroll Frequency is Monthly</li> <li>• Balanced Calendar is NO</li> <li>• It is neither the first nor the last pay period of the Payroll Schedule</li> <li>• Days Paid is greater than 23</li> </ul>	Days Paid Too High	Employment Type is Full-Time or Part-Time Contractual and reported days paid appear to be greater than the number of possible work days based on the district's payroll frequency.	Warning 	<a href="#">View</a>





Error #	Field	Criteria	Title	Message	Severity	Resolution
<b>ER6009</b>	Days Paid	<ul style="list-style-type: none"> <li>• Days Paid is 0</li> <li>• BS Payment Reason Earnings are greater than 0</li> <li>• Member is not Retired</li> <li>• Employment Type is S or H</li> </ul>	Sub or Hourly Earnings with no Days Paid	Employment Type is reported as substitute or part-time non-contractual with Earnings this Pay Period but zero Days Paid. Earnings must always be associated with Days Paid for substitutes and part-time non-contractual employees.	Fatal Error 	<a href="#">View</a>
<b>ER6010</b>	Days Paid	<ul style="list-style-type: none"> <li>• Days Paid is &gt; 0</li> <li>• Payment Reason is not LA</li> <li>• Earnings is 0</li> <li>• Record is not an Adjustment</li> </ul>	Days Paid without Earnings	Days Paid have been reported for this member with no associated earnings.	Fatal Error 	<a href="#">View</a>
<b>ER6011</b>	Days Paid	<ul style="list-style-type: none"> <li>• Balanced Calendar is NO</li> <li>• Employment Type is S or H</li> <li>• Days Paid is greater than 25</li> </ul>	Sub or Hourly Days Paid Over 25	Member is reported to have more than 25 Days Paid in the Pay Period.	Warning 	<a href="#">View</a>
<b>ER6013</b>	Days Paid	<ul style="list-style-type: none"> <li>• The pay period being reported is the first one of the fiscal year</li> <li>• Balanced Calendar is YES</li> <li>• Sum of all Days Paid for all Payment Reasons for the Pay Period of the Edit Record is greater than 50.</li> </ul>	Balanced Calendar Days Paid Over 50	Reported Days Paid are over 50 in this Pay Period. Is this correct?	Warning 	<a href="#">View</a>
<b>ER6014</b>	Days Paid	<ul style="list-style-type: none"> <li>• Employment Type is S or H on all reports from the fiscal year</li> <li>• Total Days Paid this fiscal year is greater than 179</li> </ul>	Substitute or Hourly Working Full-Time	Employment Type was reported as substitute or part-time non-contractual for the year and their total Days Paid for the year are 180 or more. Is this correct?	Warning 	<a href="#">View</a>
<b>ER6015</b>	Days Paid	<ul style="list-style-type: none"> <li>• Job Category is 01 (Teacher) on all reports from the fiscal year</li> <li>• Total Days Paid is greater than 219</li> </ul>	Teacher Days Paid Over 219	Job Category was reported as Teacher but Days Paid for the year are 220 or more. Is this correct?	Warning 	<a href="#">View</a>





Error #	Field	Criteria	Title	Message	Severity	Resolution
<b>ER6016</b>	Days Paid	<ul style="list-style-type: none"> <li>• Pay Period Begin Date plus Days Paid in weekdays is greater than member's Date of Death</li> <li>OR</li> <li>• Days Paid &gt; 0</li> <li>• Pay Period Begin Date &gt; Date of Death</li> </ul>	Days Paid After Date of Death	TRS records indicate that this member is deceased. It appears you are reporting Days Paid that occurred after this date. Please correct Days Paid to only report days up through the date of the member's death. Earnings should also be adjusted accordingly.	Fatal Error 	<a href="#">View</a>
<b>ER6017</b>	Days Paid	<ul style="list-style-type: none"> <li>• Payment reason is ED, FB, TX, LS, or NC</li> <li>• Days Paid is any value other than 0</li> </ul>	Payment Reason and Days Paid Mismatch	Reported Payment Reason cannot have Days Paid reported with it.	Fatal Error 	<a href="#">View</a>
<b>ER6023</b>	Post-Retirement Hours	<ul style="list-style-type: none"> <li>• Member is Retired</li> <li>• Member is not currently approved in an active Subject Shortage Area program</li> <li>• Total Post-Retirement Hours reported this fiscal year is greater than or equal to 500 but less than 600</li> </ul> <p>Note: Cumulative total should include all posted rows and edit records in accepted and error status.</p>	Member Approaching Post-Retirement Employment Limit	This member has exceeded 500 hours of TRS covered post-retirement employment and is approaching their limit of 600 hours per school year.	Info 	<a href="#">View</a>

Error #	Field	Criteria	Title	Message	Severity	Resolution
ER6024	Post-Retirement Hours	<ul style="list-style-type: none"> <li>• Member is Retired</li> <li>• Member is not currently approved in an active Subject Shortage Area program</li> <li>• Total Post-Retirement Hours from staging records reported for the fiscal year is greater than 600</li> </ul> <p>Note: Cumulative total should include all posted rows and edit records in accepted and error status.</p> <ul style="list-style-type: none"> <li>• Total Post-Retirement Hours from posted records in the Participation Contribution Detail table is less than 600</li> </ul>	Member Exceeded Post-Retirement Employment Limit	This member has exceeded their post-retirement employment limits for this school year. Next pay period you will need to treat them as an active member and withhold and report regular member contributions.	Info 	<a href="#">View</a>
ER6026	Post-Retirement Hours	<ul style="list-style-type: none"> <li>• Member's status is Retired</li> <li>• Payroll Frequency is Weekly</li> <li>• This field contains a value greater than 25</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>• Member's status is Retired</li> <li>• Payroll Frequency is Bi-Weekly</li> <li>• This field contains a value greater than 50</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>• Member's status is Retired</li> <li>• Payroll Frequency is Semi-Monthly</li> <li>• This field contains a value greater than 60</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>• Member's status is Retired</li> <li>• Payroll Frequency is Monthly</li> <li>• This field contains a value greater than 115</li> </ul>	Retirement Hours Greater than 5 per day	The Post-Retirement hours reported for this member for this pay period are too high for the daily limit of five hours given their Payroll Frequency.	Fatal Error 	<a href="#">View</a>




Error #	Field	Criteria	Title	Message	Severity	Resolution
ER6027	Post-Retirement Hours	<ul style="list-style-type: none"> <li>• Contribution Category is any value other than 99 (Retired)</li> <li>• This field contains any value other than 0</li> </ul>	Post-Retirement Hours Reported for Non-Retiree	This member's Contribution Category is not Retired and therefore they cannot have anything reported in this field.	Fatal Error 	<a href="#">View</a>
ER6028	Post-Retirement Hours	<ul style="list-style-type: none"> <li>• Contribution Category is 99</li> <li>• Earnings are &gt; 0</li> <li>• Deferred = NO</li> <li>• Post-Retirement Hours is 0</li> <li>• Balanced Calendar = NO</li> </ul>	Post-Retirement Earnings without Hours	Member is retired and has non-deferred earnings with no Post-Retirement Hours reported.	Fatal Error 	<a href="#">View</a>
ER6029	Post-Retirement Hours	<ul style="list-style-type: none"> <li>• Payment Reason is ED, TX, FB, LS, or NC</li> <li>• Member's Contribution Category is 99</li> <li>• Post-Retirement Hours is greater than 0 on the same record</li> </ul>	Post-Retirement Hours Payment Reason Mismatch	Post-Retirement Hours cannot be reported for this Payment Reason.	Fatal Error 	<a href="#">View</a>
ER6030	Balanced Calendar	<ul style="list-style-type: none"> <li>• Member was previously reported by the same employer this fiscal year as NOT being on a Balanced Calendar</li> <li>• Member is now reported as YES being on a Balanced Calendar on this report</li> </ul> OR <ul style="list-style-type: none"> <li>• Member was previously reported by the same employer this fiscal year as YES being on a Balanced Calendar</li> <li>• Member is now reported as NOT being on a Balanced Calendar on this report</li> </ul>	Mid-Year Balanced Calendar Switch	This member's Balanced Calendar status has changed from what had been reported previously this fiscal year. Please confirm that this change is correct.	Warning 	<a href="#">View</a>
ER6031	Balanced Calendar	<ul style="list-style-type: none"> <li>• Employment Type is F or P</li> <li>• Balanced Calendar is blank (filled with spaces) or null</li> </ul>	Balanced Calendar Required	Balance Calendar is required for Full-Time and Part-Time Contractual members.	Fatal Error 	<a href="#">View</a>




Error #	Field	Criteria	Title	Message	Severity	Resolution
<b>ER6032</b>	Sick Leave/Personal Days	<ul style="list-style-type: none"> <li>Record is not an Adjustment or Retro</li> <li>Sick Leave/Personal Days does not match the Sick Leave/Personal Days for another record for the same person on the same report with the same Payroll Schedule Detail Key</li> </ul>	Sick Leave/Personal Days Out of Sync	The reported Sick Leave/Personal Days does not match with the reported Sick Leave/Personal Days of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>
<b>ER6033</b>	Balanced Calendar	<ul style="list-style-type: none"> <li>Record is not an Adjustment or Retro</li> <li>Balanced Calendar does not match the Balanced Calendar for another record for the same person on the same report with the same Payroll Schedule Detail Key</li> </ul>	Balanced Calendar Out of Sync	The reported Balanced Calendar does not match with the reported Balanced Calendar of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>
<b>ER6034</b>	Post-Retirement Hours	<ul style="list-style-type: none"> <li>Member is Retired</li> <li>Member is not currently approved in an active Subject Shortage Area program</li> <li>Total Post-Retirement Hours reported for the fiscal year is greater than 600</li> </ul> <p>Note: Total hours should ONLY be calculated from Posted records in the Participation Contribution Detail table</p>	Member Previously Exceeded Post-Retirement Limits	This member has already exceeded their Post-Retirement Employment Limitations for this fiscal year.	Fatal Error 	<a href="#">View</a>




Error #	Field	Criteria	Title	Message	Severity	Resolution
ER6035	Days Paid	<ul style="list-style-type: none"> <li>• Payment Reason is ML</li> <li>• The cumulative total of pre-Gemini Military leave days plus the Days Paid of all Participation Contribution Detail records for this member with a Payment Reason of ML is NOT greater than 850</li> <li>• The cumulative total of pre-Gemini Military leave days plus the Days Paid of all Submission Detail records for this member with a status of Posted, Error, or Accepted and with a Payment Reason of ML and is greater than 850</li> </ul>	Member Exceeded Military Leave Limit	This member has now exceeded the military leave limit (five years). All future military leave records for this member should be reported as a regular leave of absence.	Info 	<a href="#">View</a>
ER6036	Days Paid	<ul style="list-style-type: none"> <li>• Payment Reason is ML</li> <li>• The cumulative total of pre-Gemini Military leave days plus the Days Paid of all Participation Contribution Detail records for this member with a Payment Reason of ML is greater than 850</li> </ul>	Member Previously Exceeded Military Leave Limit	This member has already exceeded the military leave limit (five years). If they are still on leave it should be reported as a regular leave of absence.	Fatal Error 	<a href="#">View</a>
ER7001	Email Address	<ul style="list-style-type: none"> <li>• Member does not currently have an email address on file</li> <li>• Member does not currently have a Felon or Exec(Mgmt) Lock</li> <li>• Reported record is not adjustment or retro</li> </ul>	Email Address Update	The reported Email Address is different than the Email Address we have on file for this member. It will be updated to reflect what you have reported.	Info 	<a href="#">View</a>
ER7002	Email Address	<ul style="list-style-type: none"> <li>• Email Address does not match current Email Address on file for member</li> <li>• Member currently has a Felon or Exec(Mgmt) Lock</li> <li>• Reported record is not adjustment or retro</li> </ul>	Email Address Not Updated (Internal)	The reported Email Address is different than the Email Address we have on file for this member. It will not be updated because the member's account is locked.	Warning  <i>Internal Only</i>	<a href="#">View</a>




Error #	Field	Criteria	Title	Message	Severity	Resolution
ER7003	Email Address	<ul style="list-style-type: none"> <li>Email Address does not match Email Address on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report</li> <li>Reported record is not adjustment or retro</li> </ul>	Email Address Out of Sync	The reported Email Address does not match with the reported Email Address of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>
ER7004	Phone	<ul style="list-style-type: none"> <li>Phone does not match any current Phone on file for member</li> <li>Phone is not all zeros</li> <li>Member does not currently have a Felon or Exec(Mgmt) Lock</li> <li>Reported record is not adjustment or retro</li> </ul>	Phone Update	The reported Phone is different than the Phone we have on file for this member. It will be updated to reflect what you have reported.	Info 	<a href="#">View</a>
ER7005	Phone	<ul style="list-style-type: none"> <li>Phone does not match current Phone on file for member</li> <li>Member currently has a Felon or Exec(Mgmt) Lock</li> <li>Reported record is not adjustment or retro</li> </ul>	Phone Not Updated (Internal)	The reported Phone is different than the Phone we have on file for this member. It will not be updated because the member's account is locked.	Warning  <i>Internal Only</i>	<a href="#">View</a>
ER7006	Phone	<ul style="list-style-type: none"> <li>Phone does not match Phone on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report</li> <li>Reported record is not adjustment or retro</li> </ul>	Phone Out of Sync	The reported Phone does not match with the reported Phone of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>









Error #	Field	Criteria	Title	Message	Severity	Resolution
ER7007	Address Line 1	<ul style="list-style-type: none"> <li>• Address Line 1 does not match current Address Line 1 on file for member</li> <li>• Member does not currently have a Felon or Exec(Mgmt) Lock</li> <li>• Reported record is not adjustment or retro</li> <li>• Member's address has NOT been updated in the last 60 days with a source of any of the following: Phone, Correspondence, Email, Incorrect MIBD, MIBD, Office Visit, QILDRO, Internet</li> </ul>	Address Line 1 Update	The reported Address Line 1 is different than the Address Line 1 we have on file for this member. It will be updated to reflect what you have reported.	Info 	<a href="#">View</a>
ER7008	Address Line 1	<ul style="list-style-type: none"> <li>• Address Line 1 does not match current Address Line 1 on file for member</li> <li>• Member currently has a Felon or Exec(Mgmt) Lock</li> <li>• Reported record is not adjustment or retro</li> </ul>	Address Line 1 Not Updated (Internal)	The reported Address Line 1 is different than the Address Line 1 we have on file for this member. It will not be updated because the member's account is locked.	Warning  <i>Internal Only</i>	<a href="#">View</a>
ER7009	Address Line 1	<ul style="list-style-type: none"> <li>• Address Line 1 does not match Address Line 1 on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report</li> <li>• Reported record is not adjustment or retro</li> </ul>	Address Line 1 Out of Sync	The reported Address Line 1 does not match with the reported Address Line 1 of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>



Error #	Field	Criteria	Title	Message	Severity	Resolution
ER7010		<ul style="list-style-type: none"> <li>Address Line 2 does not match current Address Line 2 on file for member (For this check DB = NULL &amp;&amp; Detail &lt;&gt; NULL should be considered not a match and fire the edit)</li> <li>Member does not currently have a Felon or Exec(Mgmt) Lock</li> <li>Reported record is not adjustment or retro</li> <li>Member's address has NOT been updated in the last 60 days with a source of any of the following: Phone, Correspondence, Email, Incorrect MIBD, MIBD, Office Visit, QILDRO, Internet</li> </ul>	Address Line 2 Update	The reported Address Line 2 is different than the Address Line 2 we have on file for this member. It will be updated to reflect what you have reported.	Info 	<a href="#">View</a>
ER7011	Address Line 2	<ul style="list-style-type: none"> <li>Address Line 2 does not match current Address Line 2 on file for member (For this check DB = NULL &amp;&amp; Detail &lt;&gt; NULL should be considered not a match and fire the edit)</li> <li>Reported record is not adjustment or retro</li> </ul>	Address Line 2 Not Updated (Internal)	The reported Address Line 2 is different than the Address Line 2 we have on file for this member. It will not be updated because the member's account is locked.	Warning  <i>Internal Only</i>	<a href="#">View</a>
ER7012	Address Line 2	<ul style="list-style-type: none"> <li>Address Line 2 does not match Address Line 2 on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report</li> <li>Reported record is not adjustment or retro</li> </ul>	Address Line 2 Out of Sync	The reported Address Line 2 does not match with the reported Address Line 2 of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>



Error #	Field	Criteria	Title	Message	Severity	Resolution
ER7013	City	<ul style="list-style-type: none"> <li>• City does not match current City on file for member</li> <li>• Member does not currently have a Felon or Exec(Mgmt) Lock</li> <li>• Reported record is not adjustment or retro</li> <li>• Member's address has NOT been updated in the last 60 days with a source of any of the following: Phone, Correspondence, Email, Incorrect MIBD, MIBD, Office Visit, QILDRO, Internet</li> </ul>	City Update	The reported City is different than the City we have on file for this member. It will be updated to reflect what you have reported.	Info 	<a href="#">View</a>
ER7014	City	<ul style="list-style-type: none"> <li>• City does not match current City on file for member</li> <li>• Member currently has a Felon or Exec(Mgmt) Lock</li> <li>• Reported record is not adjustment or retro</li> </ul>	City Not Updated (Internal)	The reported City is different than the City we have on file for this member. It will not be updated because the member's account is locked.	Warning  <i>Internal Only</i>	<a href="#">View</a>
ER7015	City	<ul style="list-style-type: none"> <li>• City does not match City on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report</li> <li>• Reported record is not adjustment or retro</li> </ul>	City Out of Sync	The reported City does not match with the reported City of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>

Error #	Field	Criteria	Title	Message	Severity	Resolution
ER7016	State	<ul style="list-style-type: none"> <li>• State does not match current State on file for member</li> <li>• Member does not currently have a Felon or Exec(Mgmt) Lock</li> <li>• Reported record is not adjustment or retro</li> <li>• Member's address has NOT been updated in the last 60 days with a source of any of the following: Phone, Correspondence, Email, Incorrect MIBD, MIBD, Office Visit, QILDRO, Internet</li> </ul>	State Update	The reported State is different than the State we have on file for this member. It will be updated to reflect what you have reported.	Info 	<a href="#">View</a>
ER7017	State	<ul style="list-style-type: none"> <li>• State does not match current State on file for member</li> <li>• Member currently has a Felon or Exec(Mgmt) Lock</li> <li>• Reported record is not adjustment or retro</li> </ul>	State Not Updated (Internal)	The reported State is different than the State we have on file for this member. It will not be updated because the member's account is locked.	Warning  <i>Internal Only</i>	<a href="#">View</a>
ER7018	State	<ul style="list-style-type: none"> <li>• State does not match State on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report</li> <li>• Reported record is not adjustment or retro</li> </ul>	State Out of Sync	The reported State does not match with the reported State of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>



Error #	Field	Criteria	Title	Message	Severity	Resolution
ER7019	Zip Code	<ul style="list-style-type: none"> <li>• Zip Code does not match current Zip Code on file for member (If the DB value is 9 digits and the edit record value is only 5 digits, the match determination should only be on the first five digits)</li> <li>• Member does not currently have a Felon or Exec(Mgmt) Lock</li> <li>• Reported record is not adjustment or retro</li> <li>• Member's address has NOT been updated in the last 60 days with a source of any of the following: Phone, Correspondence, Email, Incorrect MIBD, MIBD, Office Visit, QILDRO, Internet</li> </ul>	Zip Code Update	The reported Zip Code is different than the Zip Code we have on file for this member. It will be updated to reflect what you have reported.	Info 	<a href="#">View</a>
ER7020	Zip Code	<ul style="list-style-type: none"> <li>• Zip Code does not match current Zip Code on file for member (If the DB value is 9 digits and the edit record value is only 5 digits, the match determination should only be on the first five digits)</li> <li>• Member currently has a Felon or Exec(Mgmt) Lock</li> <li>• Reported record is not adjustment or retro</li> </ul>	Zip Code Not Updated (Internal)	The reported Zip Code is different than the Zip Code we have on file for this member. It will not be updated because the member's account is locked.	Warning  <i>Internal Only</i>	<a href="#">View</a>
ER7021	Zip Code	<ul style="list-style-type: none"> <li>• Zip Code does not match Zip Code on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report</li> <li>• Reported record is not adjustment or retro</li> </ul>	Zip Code Out of Sync	The reported Zip Code does not match with the reported Zip Code of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>

Error #	Field	Criteria	Title	Message	Severity	Resolution
ER7022	Country	<ul style="list-style-type: none"> <li>Country does not match current Country on file for member</li> <li>Member does not currently have a Felon or Exec(Mgmt) Lock</li> <li>Reported record is not adjustment or retro</li> <li>Member's address has NOT been updated in the last 60 days with a source of any of the following: Phone, Correspondence, Email, Incorrect MIBD, MIBD, Office Visit, QILDRO, Internet</li> </ul>	Country Update	The reported Country is different than the Country we have on file for this member. It will be updated to reflect what you have reported.	Info 	<a href="#">View</a>
ER7023	Country	<ul style="list-style-type: none"> <li>Country does not match current Country on file for member</li> <li>Member currently has a Felon or Exec(Mgmt) Lock</li> <li>Reported record is not adjustment or retro</li> </ul>	Country Not Updated (Internal)	The reported Country is different than the Country we have on file for this member. It will not be updated because the member's account is locked.	Warning  <i>Internal Only</i>	<a href="#">View</a>
ER7024	Country	<ul style="list-style-type: none"> <li>Country does not match Country on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report</li> <li>Reported record is not adjustment or retro</li> </ul>	Country Out of Sync	The reported Country does not match with the reported Country of another record for the same member in this report.	Fatal Error 	<a href="#">View</a>

Error #	Field	Criteria	Title	Message	Severity	Resolution
<b>ER7025</b>	Address Line 1	<ul style="list-style-type: none"> <li>• Address Line 1 does not match current Address Line 1 on file for member</li> <li>• Member does not currently have a Felon or Exec(Mgmt) Lock</li> <li>• Reported record is not adjustment or retro</li> <li>• Member's address has been updated in the last 60 days with a source of any of the following: Phone, Correspondence, Email, Incorrect MIBD, MIBD, Office Visit, QILDRO, Internet</li> </ul>	Address Line 1 Not Updated	The reported Address Line 1 is different than the Address Line 1 we have on file for this member. It will not be updated because the member has recently updated their own address.	Info 	<a href="#">View</a>
<b>ER7026</b>	Address Line 2	<ul style="list-style-type: none"> <li>• Address Line 2 does not match current Address Line 2 on file for member (For this check DB = NULL &amp;&amp; Detail &lt;&gt; NULL should be considered not a match and fire the edit)</li> <li>• Member does not currently have a Felon or Exec(Mgmt) Lock</li> <li>• Reported record is not adjustment or retro</li> <li>• Member's address has been updated in the last 60 days with a source of any of the following: Phone, Correspondence, Email, Incorrect MIBD, MIBD, Office Visit, QILDRO, Internet</li> </ul>	Address Line 2 Not Updated	The reported Address Line 2 is different than the Address Line 2 we have on file for this member. It will not be updated because the member has recently updated their own address.	Info 	<a href="#">View</a>

Error #	Field	Criteria	Title	Message	Severity	Resolution
ER7027	City	<ul style="list-style-type: none"> <li>• City does not match current City on file for member</li> <li>• Member does not currently have a Felon or Exec(Mgmt) Lock</li> <li>• Reported record is not adjustment or retro</li> <li>• Member's address has been updated in the last 60 days with a source of any of the following: Phone, Correspondence, Email, Incorrect MIBD, MIBD, Office Visit, QILDRO, Internet</li> </ul>	City Not Updated	The reported City is different than the City we have on file for this member. It will not be updated because the member has recently updated their own address.	Info 	<a href="#">View</a>
ER7028	State	<ul style="list-style-type: none"> <li>• State does not match current State on file for member</li> <li>• Member does not currently have a Felon or Exec(Mgmt) Lock</li> <li>• Reported record is not adjustment or retro</li> <li>• Member's address has been updated in the last 60 days with a source of any of the following: Phone, Correspondence, Email, Incorrect MIBD, MIBD, Office Visit, QILDRO, Internet</li> </ul>	State Not Updated	The reported State is different than the State we have on file for this member. It will not be updated because the member has recently updated their own address.	Info 	<a href="#">View</a>



Error #	Field	Criteria	Title	Message	Severity	Resolution
<b>ER7029</b>	Zip Code	<ul style="list-style-type: none"> <li>• Zip Code does not match current Zip Code on file for member</li> <li>• Member does not currently have a Felon or Exec(Mgmt) Lock</li> <li>• Reported record is not adjustment or retro</li> <li>• Member's address has been updated in the last 60 days with a source of any of the following: Phone, Correspondence, Email, Incorrect MIBD, MIBD, Office Visit, QILDRO, Internet</li> </ul>	Zip Code Not Updated	The reported Zip Code is different than the Zip Code we have on file for this member. It will not be updated because the member has recently updated their own address.	Info 	<a href="#">View</a>
<b>ER7030</b>	Country	<ul style="list-style-type: none"> <li>• Country does not match current Country on file for member</li> <li>• Member does not currently have a Felon or Exec(Mgmt) Lock</li> <li>• Reported record is not adjustment or retro</li> <li>• Member's address has been updated in the last 60 days with a source of any of the following: Phone, Correspondence, Email, Incorrect MIBD, MIBD, Office Visit, QILDRO, Internet</li> </ul>	Country Not Updated	The reported Country is different than the Country we have on file for this member. It will not be updated because the member has recently updated their own address.	Info 	<a href="#">View</a>

## Resolutions

Error #	Resolution
<a href="#">ER3001</a>	The reported Social Security Number does not match an existing member with TRS, however, Date of Birth plus two or more of the following: First Name, Last Name or Gender match an existing member. Review the member Social Security card to verify the Social Security Number. If the reported Social Security Number is not correct, update the reported Social Security Number. If the reported Social Security Number is correct, contact TRS Employer Services at 888-678-3675 and upload a copy of the member's Social Security card via the employer portal and confirm below that the reported information is correct.
<a href="#">ER3002</a>	The reported Social Security Number matches an existing member with TRS however, three of more of the following: Date of Birth, First Name, Last Name and Gender do not match the existing member. Review the member's Social Security card to verify the Social Security Number. In addition, review the reported Date of Birth, First Name, Last Name and Gender. Make any necessary corrections. If the reported information is correct contact TRS Employer Services at 888-678-3675.
<a href="#">ER3003</a>	The reported Social Security Number does not match an existing member with TRS, however, Date of Birth plus two or more of the following: First Name, Last Name or Gender match an existing member. Research the Social Security Number – (1) review Laserfiche to determine if an error was made by TRS when setting up the member in STAR, (2) use ACURIANT to verify the correct Social Security Number. If the Social Security Number reported by the district is correct, a correction to the member in STAR/Gemini is required. If the Social Security number reported by the district is incorrect a correction to the reported Social Security number is required.
<a href="#">ER3004</a>	<p>Per the Social Security Administration, valid SSNs cannot:</p> <ul style="list-style-type: none"> <li>Start with a 9</li> <li>Start with 000 or 666</li> <li>Have middle digits of 00</li> <li>Have a last four digits of 0000</li> </ul> <p>Please correct what you have reported for the member's Social Security Number.</p>
<a href="#">ER3005</a>	The reported Social Security number is incorrect. Review the member's Social Security card to verify the Social Security number and make any necessary corrections.
<a href="#">ER3008</a>	Members who have received a Single-Sum Retirement benefit may work without restriction and will no longer contribute to TRS after receiving the benefit and should not be reported. Delete the member from this report. Please contact the member if contributions were withheld in error and need to be refunded to the member.
<a href="#">ER3009</a>	Review the member's reported Prefix and correct if in error. The member's Prefix on file with TRS will be updated based on this report.
<a href="#">ER3010</a>	Review the member's reported First Name and correct if in error. The member's First Name on file with TRS will be updated based on this report.
<a href="#">ER3011</a>	Review the member's Social Security Number, Date of Birth, Name and Gender and make any necessary corrections. If no corrections are required confirm the reported information is correct.

<b>Error #</b>	<b>Resolution</b>
<a href="#"><u>ER3012</u></a>	Review the member's Social Security Number, Date of Birth, Name and Gender and make any necessary corrections. (1) review Laserfiche to determine if an error was made by TRS when setting up the member in STAR, (2) use ACURIANT to verify the correct Social Security number and name (3) review the member's information in IWAS. Make any necessary corrections on the member's record in STAR/Gemini or the employer file.
<a href="#"><u>ER3013</u></a>	Review the member's reported Middle Name and correct if in error. The member's Middle Name on file with TRS will be updated based on this report.
<a href="#"><u>ER3014</u></a>	Review the member's reported Last Name and correct if in error. The member's Last Name on file with TRS will be updated based on this report.
<a href="#"><u>ER3015</u></a>	Verify the member's Social Security Number, First Name, Last Name, Gender and Date of Birth. Make any necessary corrections. If the information you have reported is correct contact TRS Employer Services at 888-678-3675.
<a href="#"><u>ER3016</u></a>	Review the member's reported Suffix and correct if in error. The member's Suffix on file with TRS will be updated based on this report.
<a href="#"><u>ER3017</u></a>	Review the member's Gender and make any necessary corrections. If no corrections are required confirm the reported information is correct.
<a href="#"><u>ER3018</u></a>	Review the members Gender in Laserfiche to determine if an error was made when entering or if we have documentation of the member's gender. If discrepancy still exists request documentation of the member's gender from the district.
<a href="#"><u>ER3019</u></a>	A correction to the member's Date of Birth is required.
<a href="#"><u>ER3020</u></a>	Review the member's reported Date of Birth and correct if in error. The member's Date of Birth on file with TRS will be updated based on this report.
<a href="#"><u>ER3022</u></a>	Review the member's reported Date of Birth. If your records have the incorrect Date of Birth, verify the date of birth with the member and update your records.
<a href="#"><u>ER3023</u></a>	The member's name will not be updated to avoid mismatch issues with Medicare and their TRIP insurance. Please have the member contact TRS if they believe this is an error.
<a href="#"><u>ER3024</u></a>	The member's name will not be updated to avoid mismatch issues with Medicare and their TRIP insurance. Please have the member contact TRS if they believe this is an error.
<a href="#"><u>ER3025</u></a>	The member's name will not be updated to avoid mismatch issues with Medicare and their TRIP insurance. Please have the member contact TRS if they believe this is an error.
<a href="#"><u>ER3026</u></a>	A correction is required. The Prefix does not match a Prefix reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Prefix and make any necessary corrections.
<a href="#"><u>ER3027</u></a>	A correction is required. The First Name does not match a First Name reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported First Name and make any necessary corrections.
<a href="#"><u>ER3028</u></a>	A correction is required. The Middle Name does not match a Middle Name reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Middle Name and make any necessary corrections.
<a href="#"><u>ER3029</u></a>	A correction is required. The Last Name does not match a Last Name reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Last Name and make any necessary corrections.
<a href="#"><u>ER3030</u></a>	A correction is required. The Suffix does not match a Suffix reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Suffix and make any necessary corrections.

<b>Error #</b>	<b>Resolution</b>
<a href="#"><u>ER3031</u></a>	A correction is required. The Gender does not match a Gender reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Gender and make any necessary corrections.
<a href="#"><u>ER3032</u></a>	A correction is required. The Date of Birth does not match a Date of Birth reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Date of Birth and make any necessary corrections.
<a href="#"><u>ER3033</u></a>	Review the member's reported First and Last Name. They both do not match with a member who has the same SSN, Date of Birth, and Gender. This could be caused by a member recently changing their Last Name and differences in shortened or full versions of their First Name.
<a href="#"><u>ER3034</u></a>	Review the member's reported First and Last Name. They both do not match with a member who has the same SSN, Date of Birth, and Gender. This could be caused by a member recently changing their Last Name and differences in shortened or full versions of their First Name. If certified, this edit will update both names in Post.
<a href="#"><u>ER4002</u></a>	Correct the Pay Period Begin Date so that it is before the Pay Period End Date. Consult your Payroll Schedule to determine the correct dates to use or you will also receive errors that we are unable to match the record to a Payroll Schedule.
<a href="#"><u>ER4003</u></a>	A correction to Pay Date is required, or this record does not belong in this report. If the Pay Date is correct, this record should be deleted from this report. Monthly Reports should only contain records with Pay Dates in the same month as the Report Date.
<a href="#"><u>ER4004</u></a>	A correction to the Payroll Schedule or the pay period dates within this record is required. Review the dates within the record and your Payroll Schedule(s), as well as the member's Job Category and Employment Type and make any necessary corrections.
<a href="#"><u>ER4006</u></a>	A correction to either the Employment Begin Date or the Date of Birth is required.
<a href="#"><u>ER4007</u></a>	Review the Employment Begin Date and make any necessary corrections. If the Employment Begin Date is correct contact TRS Employer Services at 1-888-678-3675, option 1 or employers@trsil.org.
<a href="#"><u>ER4008</u></a>	A correction to either the Employment Begin Date or the Employment End Date is required.
<a href="#"><u>ER4009</u></a>	Notify the Claims Department so that they can determine if a recalculation of the benefit is required.
<a href="#"><u>ER4011</u></a>	A correction is required. Review the Employment Begin Date. If the previously reported Employment End Date needs adjusted please contact TRS Employer Services at 1-888-678-3675, option 1 or employers@trsil.org.
<a href="#"><u>ER4012</u></a>	-----
<a href="#"><u>ER4013</u></a>	A correction is required. Review the reported Employment End Date and Pay Period End Date. If the member is terminating in a future pay period do not report the Employment End Date until you are reporting the pay period in which the termination occurs.
<a href="#"><u>ER4014</u></a>	A correction to either the Employment End Reason or the Employment End Date is required. If the member has not terminated employment, leave the Employment End Reason blank. If the member has terminated employment, enter the last day the member worked and/or used their accumulated leave time (vacation/sick/personal leave) for the Employment End Date.
<a href="#"><u>ER4015</u></a>	A correction to either the Employment End Reason or the Employment End Date is required. If the member has terminated employment, select and Employment End Reason. Terminated is used for any reason for leaving besides death (terminated, resigned, RIFed, separated, etc.). If the member has not terminated employment remove the Employment End Date.

Error #	Resolution
<a href="#">ER4016</a>	If the member performed only extra duties not requiring licensure, ensure they were employed at another TRS-covered employer as a Full Time (F) or Part-Time Contractual (P) member. If the member has been correctly reported because they worked as a F or P Employment Type at another employer, confirm the reported information is correct. If the member performed work that required licensure, correct the Employment Type, Days Paid, etc. Refer to Chapter 5 of the TRS Employer Guide for additional information regarding Employment Types.
<a href="#">ER4017</a>	If the member performed only extra duties not requiring licensure, ensure they were employed at another TRS-covered employer as a Full Time (F) or Part-Time Contractual (P) member. If the member has been correctly reported because they worked as a F or P Employment Type at another employer, confirm the reported information is correct. If the member performed work that required licensure, correct the Employment Type, Days Paid, etc. Refer to Chapter 5 of the TRS Employer Guide for additional information regarding Employment Types.
<a href="#">ER4020</a>	Special post-retirement rules apply to Tier 2 retirees that return to their final employer under a bi-lateral contract. Contact the district to determine if the retiree has returned under a bi-lateral contract. If no, they are subject to the post-retirement limits and no further follow up at this time is required. If yes, see the Employer Services Manager or Employer Services Project Manager.
<a href="#">ER4022</a>	Review the Job Category and the Full Annual Rate and make any necessary corrections. If the member worked under multiple job categories during the same pay period the following rules apply in reporting Job Category: report Job Category of Administrator if anytime during the pay period the member was employed as an administrator, if during the pay period the member was employed under both the Teacher and Counseling Job Category, report Teacher as the Job Category. Make any necessary corrections. If no corrections are required confirm the reported information is correct.
<a href="#">ER4024</a>	A correction to Contract Days is required. The number of Contract Days must be corrected to 180 or greater but less than 265. This field should represent the number of days in the school term or the number of days in the employment agreement, if longer. For a teacher the contract days will generally be 180 or 185. For a teacher report the contract days as the number of days paid on the district's school calendar including any paid emergency days and/or paid holidays. Do not include any days the member performed licensed duties outside the contract calendar. These days will be reported the Payment Reason of Licensed Extra Duty Outside the Contract Calendar. Ten-, eleven- or twelve-month administrators will typically be reported as 220, 240, or 261 days. If a member works a partial year, the contract days will be equal to what he or she would have worked had the member been employed the full year.
<a href="#">ER4025</a>	Review the member's Employment Type. If the Employment Type is correctly reported as S, H or E, correct the Contract Days to 0. If the member worked in a contractual (F or P) position, correct the Employment Type to Full Time if the member worked 5 days per week and 4 or more hours per day or Part-Time Contractual if the member worked less than 5 days per week or less than 4 hours per day. Additional corrections may be required to Full Annual Rate, etc.
<a href="#">ER4026</a>	Ensure the Job Category and Contract Days are correctly reported. For a teacher, the Contract Days will generally be 180 or 185. For a teacher, report the Contract Days as the number of days paid on the district's school calendar including any paid emergency days and/or paid holidays. Do not include any days the member performed licensed duties outside the contract calendar. These days will be reported under the Payment Reason of Licensed Extra Duty Outside the Contract Calendar. Ten-, eleven- or twelve-month administrators will typically be reported as 220, 240, or 261 days. If a member works a partial year, the contract days will be equal to what he or she would have worked had the member been employed the full year. Make any necessary corrections to Job Category and/or Contract Days or confirm the reported information is correct.

Error #	Resolution
<a href="#">ER4027</a>	Ensure the Job Category and Contract Days are correctly reported. For a teacher, the Contract Days will generally be 180 or 185. For a teacher, report the Contract Days as the number of days paid on the district's school calendar including any paid emergency days and/or paid holidays. Do not include any days the member performed licensed duties outside the contract calendar. These days will be reported under the Payment Reason of Licensed Extra Duty Outside the Contract Calendar. Ten-, eleven- or twelve-month administrators will typically be reported as 220, 240, or 261 days. If a member works a partial year, the contract days will be equal to what he or she would have worked had the member been employed the full year. Make any necessary corrections to Job Category and/or Contract Days or confirm the reported information is correct.
<a href="#">ER4028</a>	Remove the member from this report. If you have any questions contact the TRS Employer Services Department at 1-888-678-3675, option 1, or employers@trsil.org.
<a href="#">ER4029</a>	Correct the member's reported Contribution Category. If you believe TRS has an incorrect Tier for the member contact the TRS Employer Services Department at 1-888-678-3675, option 1, or employers@trsil.org.
<a href="#">ER4030</a>	A correction to the Contribution Category is required. If you are not reporting them as retired, the Contribution Category must be changed to retired. If you are incorrectly reporting them as retired, the Contribution Category must be corrected to their appropriate active category. If the Contribution Category has changed review the member's earnings record to ensure all information such as Contract Days, Days Paid, Hours, Full Annual Rate, etc. have been correctly reported.
<a href="#">ER4031</a>	Ensure the member has completed the enrollment paperwork for the plan and that the enrollment has been submitted to the third-party administrator. Until the enrollment paperwork is submitted to the third-party administrator the member cannot have contributions reported for the Supplemental Savings Plan.
<a href="#">ER4032</a>	Enter the member's schedule worked as a percentage. If the member's work schedule changes throughout the reporting period, enter the schedule percentage worked most of the time. The number must be a whole number between 10 and 100. Round to the nearest whole number. Examples: Enter 50 for a teacher scheduled to work 2 ½ days each week. Enter 67 for a teacher working a 2/3 schedule. Enter 33 for a teacher working a 1/3 schedule. Enter 20 for a teacher working 20 percent or one day a week.
<a href="#">ER4033</a>	Either the Employment Type or the Full Time Equivalency Percentage must be corrected. Report a member as Full Time if they are working 5 days per week and 4 or more hours per day. Report a member as Part-Time Contractual if they are working less than 5 days per week or less than 4 hours per day. For additional information on Employment Types refer to Chapter 5 of the TRS Employer Guide. For Full-Time Equivalency Percentage enter the member's schedule worked as a percentage. If the member's work schedule changes throughout the reporting period, enter the schedule percentage worked most of the time. The number must be a whole number between 10 and 100. Round to the nearest whole number. Examples: Enter 50 for a teacher scheduled to work 2 ½ days each week. Enter 67 for a teacher working a 2/3 schedule. Enter 33 for a teacher working a 1/3 schedule. Enter 20 for a teacher working 20 percent or one day a week.
<a href="#">ER4034</a>	Review the member's reported Full-Time Equivalency Percentage and Employment Type. For additional information on Employment Types refer to Chapter 5 of the TRS Employer Guide. If the Employment Type has correctly been reported as Substitute, Part-Time Non-Contractual or Extra duty, correct the Full-Time Equivalency Percentage to 0. If the Employment Type is incorrect review the member's earnings record to ensure all information such as Job Category, Full Annual Rate, etc. and make any necessary corrections.

Error #	Resolution
<a href="#">ER4036</a>	Ensure the Employment Begin Date is correct. If the Employment Begin Date is correct, review the membership requirements to determine if the member is reportable to TRS. If you have any questions contact the TRS Employer Services Department at 1-888-678-3675, option 1, or employers@trsil.org. Make any necessary corrections to Employment Begin Date or confirm the reported information is correct.
<a href="#">ER4037</a>	Ensure the Full-Time Equivalency Percentage on this report and prior reports has been correctly reported. If the Full-Time Equivalency Percentage has changed review the member's earnings record to ensure all information such as Job Category, Full Annual Rate, etc. have been correctly reported. If the Full-Time Equivalency Percentage was reported incorrectly on prior reports complete an adjustment to correct the Full-Time Equivalency Percentage and any other information reported incorrectly on prior reports.
<a href="#">ER4039</a>	Ensure the Contract Days on this report and prior reports have been correctly reported. If the Contract Days have changed, review the member's earnings record to ensure all information such as Job Category, Full Annual Rate, etc. have been correctly reported. If the Contract Days were reported incorrectly on prior reports complete an adjustment to correct the Contract Days and any other information reported incorrectly on prior reports.
<a href="#">ER4040</a>	Ensure the Job Category on this report and prior reports has been correctly reported. If the Job Category has changed, review the member's earnings record to ensure all information such as Contract Days, Days Paid, Full Annual Rate, etc. have been correctly reported. If the Job Category was reported incorrectly on prior reports complete an adjustment to correct the Job Category and any other information reported incorrectly on prior reports.
<a href="#">ER4041</a>	Ensure the Employment Type on this report and prior reports has been correctly reported. If the Employment Type has changed, review the member's earnings record to ensure all information such as Contract Days, Days Paid, Full Annual Rate, etc. have been correctly reported. If the Employment Type was reported incorrectly on prior reports complete an adjustment to correct the Employment Type and any other information reported incorrectly on prior reports.
<a href="#">ER4042</a>	Ensure the member's Employment Type and Payroll Frequency have correctly been reported.
<a href="#">ER4043</a>	Review the member's employment history with the district. If this is not a new member or a new employment for a member that had previously worked for your district, correct the Employment Begin Date.
<a href="#">ER4044</a>	---
<a href="#">ER4045</a>	---
<a href="#">ER4046</a>	The reported Contribution Category does not match with the Report Type. If it is a Defined Contribution record it should not be in a Defined Benefit report. If it is a Defined Benefit record (Tier 1, Tier 2, or Retired) it should not be in a Defined Contribution Report. Please remove this record from the report and include it with the appropriate one.
<a href="#">ER4048</a>	A correction is required. The Employment Begin Date does not match an Employment Begin Date reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Employment Begin Date and make any necessary corrections.
<a href="#">ER4049</a>	A correction is required. The Employment End Date does not match an Employment End Date reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Employment End Date and make any necessary corrections.



Error #	Resolution
<a href="#">ER4050</a>	A correction is required. The Employment End Reason does not match an Employment End Reason reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Employment End Reason and make any necessary corrections.
<a href="#">ER4051</a>	A correction is required. The Employment Type does not match an Employment Type reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Employment Type and make any necessary corrections.
<a href="#">ER4052</a>	A correction is required. The Job Category does not match a Job Category reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Job Category and make any necessary corrections.
<a href="#">ER4053</a>	A correction is required. The Contract Days does not match a Contract Days reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Contract Days and make any necessary corrections.
<a href="#">ER4054</a>	A correction is required. The FTE Percentage does not match a FTE Percentage reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported FTE Percentage and make any necessary corrections.
<a href="#">ER4055</a>	-----
<a href="#">ER4056</a>	The member has an open Employment for this employer, but the Edit Process was not able to match to it. Examine the reported Employment Begin and End Dates along with the Begin and End Dates of the Participation Employment record.
<a href="#">ER5001</a>	<p>Review the member's reported Employment Type and Full Annual Rate.</p> <p>A Full Time member works five days per week, four or more clock hours per day. The Full Annual Rate is the amount the member would earn for the full school term or employment agreement if longer based on the salary schedule and/or employment contract. The Full Annual Rate should include any portion of the member 9 percent retirement contributions paid by the employer in addition to salary on behalf of the member.</p> <p>Make any necessary corrections to Employment Type and/or Full Annual Rate. If no corrections are required confirm, the reported information is correct.</p>



Error #	Resolution
<a href="#">ER5002</a>	<p>Review the member's reported Employment Type and Full Annual Rate.</p> <p>A Part-Time Contractual member is employed fewer than four clock hours per day or five days per week. In addition, he/she has an employment agreement to work a specified period and has an established annual salary rate.</p> <p>For a Part-Time Contractual teacher, the Full Annual Rate must be representative of the part-time schedule. The annual salary rate represents what would have been earned in the part-time position if the member worked his or her normal schedule, with no docks, for the entire school term or length of the employment agreement, if longer. The Full Annual Rate should include any portion of the member 9 percent retirement contributions paid by the employer in addition to salary on behalf of the member.</p> <p>Make any necessary corrections to Employment Type and/or Full Annual Rate. If no corrections are required confirm the reported information is correct.</p>
<a href="#">ER5003</a>	<p>A correction to either the Employment Type or Full Annual Rate is required.</p> <p>If the member did not work as a contractual teacher correct the employment type to Substitute (S), Part-Time Non-Contractual (H) or Extra Duty (E). If the member was employed as a contractual teacher report the Full Annual Rate as is the amount the member would earn for the full school term or employment agreement if longer based on the salary schedule and/or employment contract. For a part-time contractual teacher, the Full Annual Rate must be representative of the part-time schedule. The Full Annual Rate should include any portion of the member 9 percent retirement contributions paid by the employer in addition to salary on behalf of the member.</p>
<a href="#">ER5005</a>	<p>Review the reported information and correct if in error. For substitute and part-time noncontractual teachers, only extra duties that require teacher licensure are reportable. If the extra duty does not require licensure, TRS contributions should not be withheld on the extra duty earnings and earnings should be reported as a Payment Reason of NC – Non-Contributory. If the extra duty does require licensure and it was performed on the same days, the member worked as a substitute or part-time noncontractual teacher the earnings should be reported as a payment reason of ED – Extra-Duty/Stipends. If the extra duty requires licensure and was performed on different days than the teacher was working as a substitute or part-time noncontractual teacher, the earnings should be reported as payment reason of LE – Licensed Extra-Duty Outside Contract Calendar and days paid (Monday through Friday) should be reported with the LE payment reason.</p> <p>Make any necessary corrections. If no corrections are required confirm the reported information is correct.</p>
<a href="#">ER5006</a>	<p>The Payment Reason of LA – Unpaid Leave of Absence is used to report the days a member is missing while on an unpaid board approved leave of absence. Since these days are unpaid there should be no earnings reported. If a member is being paid for the use of their accumulated time (sick/personal/vacation) while on a board approved leave these days and earnings would be reported on a separate record as a payment reason of BS – Base salary.</p> <p>A correction to the payment reason, earnings, and/or days paid is required.</p>

Error #	Resolution
<a href="#">ER5008</a>	<p>The Payment Reason of Extra Duty is used to report a member that performs only extra duties that do not require licensure while also employed as a contractual teacher (Full Time or Part-Time Contractual). The Payment Reason of LE – Licensed Extra-Duty Outside Contract Calendar should be used when the member performed extra duties requiring licensure outside their regular work days. Example: A teacher with a 180-day employment agreement performs Behind the Wheel on two days during winter break. The Payment Reason would be reported as LE with two days paid.</p> <p>A correction to the Payment Reason and/or the Employment Type is required. If the work performed did not require licensure correct the Payment Reason to ED – Extra-Duty/Stipends. If the work did require licensure correct the Employment Type based on the member’s work schedule and the Payment Reason, if necessary.</p>
<a href="#">ER5009</a>	<p>The Payment Reason of TX – Board Payment to a Qualified Tax-Deferred Plan is used to report contributions made the district on behalf of a member to a qualified plan eligible for tax-deferral under the Internal Revenue Code Sections 401(a), 403(b), and 457(b). Please review both the payment and the member’s schedule to ensure the Payment Reason and Employment Type have been correctly reported.</p> <p>Make any necessary corrections. If no corrections are required confirm the reported information is correct.</p>
<a href="#">ER5010</a>	<p>A correction to either the FB – Payment Reason on this report or the Payroll Schedule is required.</p> <p>The System defines a reportable flexible benefit plan as a plan that offers a choice of cash or a 403(b) tax-sheltered annuity in lieu of district-provided insurance. To properly report a flexible benefit plan as creditable earnings, the value of the tax-sheltered annuity or cash option is reportable for all members who have the option offered to them, regardless of which option is chosen. If there is no option to receive salary in lieu of insurance, no amounts are reportable to TRS as creditable earnings. If the member has a reportable flexible benefit plan that was paid/earned this pay period, a correction to the Payroll Schedule is required to indicate the flexible benefit plan is being paid this pay period for this member’s Job Category and Employment Type.</p>
<a href="#">ER5011</a>	<p>Ensure the member’s Employment Type has been correctly reported and that the member was eligible for the flexible benefit plan.</p> <p>Make any necessary corrections. If no corrections are required confirm the reported information is correct.</p>
<a href="#">ER5012</a>	<p>Ensure the member’s Employment Type has been correctly reported and that the member was eligible for a board approved leave of absence.</p> <p>Make any necessary corrections. If no corrections are required confirm the reported information is correct.</p>
<a href="#">ER5013</a>	<p>A correction to Employment Type and/or Payment Reason is required. If the member performed only extra duties not requiring licensure, ensure the earnings are reported as a Payment Reason of Extra-Duty/Stipends. If the member performed work that required licensure, correct the employment type. If payment has been made for an earnings item accrued in a previous fiscal year, email the Employer Services Department at employers@trsil.org. Please include the member’s name, last 4 digits of the Social Security Number, the corrected days paid, annual salary, creditable earnings and amount of salary paid from federal funds. TRS will complete the Employer’s Report of Adjustment to Earnings form.</p>

Error #	Resolution
<a href="#">ER5014</a>	A correction to the Payment Reason and/or Employment Type is required. If the member taught summer school only the Employment Type must be corrected to Part-Time Non-Contractual (H). For an employment type of H only extra duties that require licensure are reportable. If the member only performed extra duties that did not require licensure correct the Payment Reason to ED – Extra-Duty/Stipend.
<a href="#">ER5015</a>	A correction is required. NC – Non-Contributory Payment Reason is used to report earnings on a member’s paycheck that is not reportable to TRS. This Payment Reason should only be used to reported non-contributory earnings for a member who also has contributory earnings during the same reporting period. For example: A teacher’s aide will occasionally substitute teach or homebound teach. During Pay Period 1 the member earned \$1,000 as a teacher’s aide and \$200 as a homebound teacher. Report the homebound teaching with an Employment Type of H – Part-Time Non-Contractual and Payment Reason of BS – Base Salary and the teacher’s aide earnings with the Payment Reason of NC – Non-Contributory. During Pay Period 2 the individual only worked as a teacher’s aide. Do not include the earnings during this reporting period.
<a href="#">ER5016</a>	A correction to either the Payment Reason or Contribution Category is required. If the member is an active teacher and is on an unpaid board approved leave of absence correct the Contribution Category to 01 – Tier I DB or 02 – Tier 2 DB. If the member is retired and is on an unpaid board approved leave of absence confirm that the reported information is correct.
<a href="#">ER5017</a>	A correction to either the Payment Reason or Contribution Category is required. If the member is an active teacher on an approved sabbatical under the terms of the School Code correct the Contribution Category to 01 – Tier 1 DB or 02 – Tier 2 DB. If the member is retired ensure you report the earnings as Payment Reason of BS – Base Salary.
<a href="#">ER5018</a>	A correction to either the Payment Reason or Contribution Category is required. If the member is an active teacher and is on military leave correct the Contribution Category to 01 – Tier I DB or 02 – Tier 2 DB. If the member is retired and it not on military leave report the earnings as Payment Reason of BS – Base Salary.
<a href="#">ER5019</a>	<p>Contact the district.</p> <ul style="list-style-type: none"> <li>• Is this a district wide issue due to late settlement of the CBA/contract? If yes, ensure adjustments have been submitted for all members affected.</li> <li>• Is this a district wide issue due to a grievance? If yes, review the grievance and ensure adjustments have been submitted for all members affected.</li> <li>• If this is an individual member is the correction a result of a settlement agreement or court order? If yes, request and review copies of the documentation.</li> <li>• If this is an individual member is the correction due to the member not being paid at the correct position of the salary schedule? If yes, process the correction and determine if ATEs are due for years outside of Gemini.</li> </ul>
<a href="#">ER5020</a>	A correction to Payment Reason or Employment Type is required. To be reportable as a sabbatical leave the leave must meet the requirements of the School Code. If the member is on a board approved sabbatical that meets the requirements of the School Code correct the Employment Type to Full Time. If the member does not meet the requirements of the School Code but was on a paid leave of absence and has not terminated employment contact TRS Employer Services at 888-678-3675 to determine if the earnings and service are reportable.
<a href="#">ER5021</a>	A correction to either the Payment Reason or the Deferred Flag is required. If the Payment Reason is correct as LS – Lump Sum Payments, SS – Summer School earnings, or BW – Back Wage Settlement Payment deselect the Deferred Flag. If member has stopped working but the earnings are for work performed before the member’s last day, correct the Payment Reason to BS – Base Salary or ED – Extra-Duty/Stipends.

Error #	Resolution
<a href="#">ER5022</a>	<p>A lump-sum payment has been paid after the member’s final day of employment. Lump-sum payments made to a member in years prior to the member’s final year of employment are reportable in the school years paid. In a member’s final year of employment, the timing of the lump-sum payment determines the reportability of the payment. Lump sums paid or due and payable prior to or concurrent with receipt of the employee’s final paycheck for regular earnings or with the last day of employment are reportable to TRS as creditable earnings. Lump-sum payments paid after the employee’s final regular paycheck and after the last day of employment that are not due and payable at the time of the receipt of the last paycheck or on the last day of employment are not reportable to TRS. Review the reported information, if the lump-sum payment is not based on the above guidelines remove the payment from this report. If the lump-sum payment is reportable based on the above guidelines confirm the reported information is correct.</p>
<a href="#">ER5023</a>	<p>A lump-sum payment has been paid after the member’s final day of employment and the final day of employment was in the previous fiscal year. Lump-sum payments made to a member in years prior to the member’s final year of employment are reportable in the school years paid. In a member’s final year of employment, the timing of the lump-sum payment determines the reportability of the payment. Lump sums paid or due and payable prior to or concurrent with receipt of the employee’s final paycheck for regular earnings or with the last day of employment are reportable to TRS as creditable earnings. Lump-sum payments paid after the employee’s final regular paycheck and after the last day of employment that are not due and payable at the time of the receipt of the last paycheck or on the last day of employment are not reportable to TRS. A correction is required.</p> <ul style="list-style-type: none"> <li>• If the payment is reportable because it was paid or due and payable with the member’s last paycheck for the prior year an adjustment is required to report the lump-sum payment as earnings in the prior fiscal year.</li> <li>• If the member has not terminated and will be working as a contractual teacher a correction to the Employment End date is required.</li> <li>• If the member has terminated and the lump-sum payment is not reportable based on the above guidelines delete the payment from this report.</li> <li>• If this payment is for work performed corrections are required to Payment Reason, Days Paid, etc.</li> </ul>
<a href="#">ER5024</a>	<p>A correction is required. Severance /lump-sum payments issued after the member’s date of death are not reportable. If the payment is a lump-sum payment remove it from this report. If the payment was for wages (base salary and/or extra duty) earned prior to the member’s death corrections are required to Payment Reason, days paid, etc.</p>

Error #	Resolution
<a href="#">ER5025</a>	<p>A correction is required. A member cannot have earnings reported multiple times for the same Payment Reason for the same pay period.</p> <p>If the member worked under multiple job categories during the same pay period the following rules apply in reporting Job Category: report Job Category of Administrator if anytime during the pay period the member was employed as an administrator, if during the pay period the member was employed under both the Teacher and Counseling Job Category report Teacher as the Job Category.</p> <p>If a member has multiple types of employment during the same pay period, the following rules apply in reporting Employment Type: report Employment Type Full Time if at any time during the school year the member is employed as a permanent full-time member (not a full-time substitute teacher), provided the member is not employed Full Time at any time during the school year, report Employment Type as Part-Time Contractual if at some time during the school year the member is employed as a Part-Time Contractual member, if a member who is not employed on a Full Time or Part-Time Contractual basis is employed as both a substitute and a part-time noncontractual member, report either Employment Type Substitute or Part-Time Non-Contractual.</p> <p>Review the member’s reported Payment Reason, Job Category, Employment Type, etc. and make any necessary corrections.</p>
<a href="#">ER5027</a>	<p>The Payment Reason is SS – Summer School but the Pay Period Begin Date is after August 31 or before May 16. The Pay Period Begin Date is outside the period when summer school teaching would occur. Please review the work performed and the dates worked. If the payment was for summer school teaching an adjustment is required to report the earnings in the pay period when the work was performed. If the work performed was not summer school teaching correct the Payment Reason.</p>
<a href="#">ER5028</a>	<p>The Employment End Date or the date of death cannot be before the Pay Period Begin Date for earnings that are not deferred. Please review the reported information and make any necessary corrections.</p>
<a href="#">ER5029</a>	<p>The member has not terminated employment. The Deferred Flag is set to Yes and the Pay Period Begin Date is before May 16 or after August 20. Based on the reported Pay Period Begin Date the Deferred Flag should not be selected. Please review the reported information and ensure that the member has not terminated employment that you forgot to include and make any necessary corrections or confirm the reported information.</p>
<a href="#">ER5030</a>	<p>The reported Employment End Date or the date of death is after the Pay Period Begin Date and the Deferred flag is Yes. The Deferred flag should only be used if the entire pay period is composed of deferred earnings. If the member is being paid for days after the Pay Period Begin Date correct the Deferred Flag to No and correct the Employment End Date. The Employment End Date should not be reported prior to the pay period in which the termination occurs. Review the reported information and make any necessary corrections.</p>

Error #	Resolution
<a href="#">ER5031</a>	<p>The member is a Full Time (F) or Part-Time Contractual (P) with a 15 percent or greater increase in BS – base earnings from the prior report without a corresponding change in Employment Type, Job Category, Full Annual Rate and/or FTE Percentage. Review the reported information and make any necessary corrections. If no corrections are required confirm the reported information is correct.</p> <p>Examples: (1) During the school year a teacher moved several lanes on the salary schedule resulting in a large increase in base earnings. No corrections to Job Category and/or FTE Percentage is required. However, a correction to Full Annual Rate will be required. (2) A teacher was promoted to a principal position during the school year. In this situation a correction to Job Category is required. In addition, there probably was a change in Contract Days from the prior report. (3) A half-time teacher accepts a full-time teaching position. A correction to FTE Percentage is required. (4) A teacher had been docked in the prior pay period with no dock in the current pay period resulting in a 15 percent or more increase in base salary. No corrections are required. (5) A teacher moved on the salary schedule resulting in a 15 percent increase in base earnings. A correction to Full Annual Rate is required. (6) There are 12 days in the pay period and a teacher was docked for a half a day every day. A correction is required to report dock days as 6. (7) The member was docked in a prior pay period, but the dock is being spread out over several pays. The dock days were reported on the previous report. No correction is required.</p>
<a href="#">ER5033</a>	<p>The member is subject to the 401(a)(17) earnings limit. Earnings and contributions on earnings that exceed the limit are not reportable. The earnings limit only applies to Tier 1 members that established TRS membership after June 30, 1996. A correction is required to report all earnings that exceed the limit under Earnings that Exceed Salary Limits. All earnings for this member for the remainder of the fiscal year will be reported under this field. Further information on earnings limits can be found on the Employer section of our website under Contribution Rates &amp; Earnings Limitations.</p>
<a href="#">ER5034</a>	<p>The member is subject to the Tier 2 earnings limit. Earnings and contributions on earnings that exceed the limit are not reportable. The earnings limit only applies to members that established TRS membership with TRS or a reciprocal system after December 31, 2010. A correction is required to report all earnings that exceed the limit under Earnings that Exceed Salary Limits. All earnings for this member for the remainder of the fiscal year will be reported under this field. The limit is updated every November. Further information on earnings limits can be found on the Employer section of our website under Contribution Rates &amp; Earnings Limitations.</p>
<a href="#">ER5035</a>	<p>The earnings for either Base Salary, Licensed Extra-Duty Outside Contract Calendar, Summer School, Back Wage Settlement Payment, Sabbatical Leave or Military Leave are not deferred. A correction may be required. Examples: (1) A teacher taught Summer School for 10 days during June. A correction to Days Paid is required to report the 10 days. (2) The amount the teacher will be paid for his/her base earnings in July is being reported in June as deferred earnings. A correction is required to report the earnings as deferred. (3) The collective bargaining agreement was settled late several months into the school year and the district ran a special payroll to pay teachers the retroactive pay that was due to them for the first several months of the school year. No corrections are required. (4) During the second pay period in December teachers do not work any days. No correction is required.</p> <p>Make any necessary corrections and if no corrections are required confirm that the reported information is correct.</p>

Error #	Resolution
<a href="#">ER5036</a>	<p>The calculated daily rate for a substitute or part-time noncontractual member is less than \$20.00 or greater than \$450.00. Verify the employment type reported is correct. If correct, ensure the earnings and days paid are correct. Since wages for extra duties not requiring licensure are not reportable for employment types of substitute or part-time noncontractual, ensure the reported salary only includes wages for licensed extra duties. Service credit is granted for each day or partial day worked. Do not combine partial days in full day equivalents.</p> <p>Examples: (1) A substitute teacher is also the baseball coach and the coaching stipend is paid twice per year. The coaching has been reported along with the teacher's substitute teaching earnings. A correction is required to report the coaching as NC – Non-Contributory. (2) A teacher's aide occasionally substitute teaches. For one day he was reassigned to a full day of substitute teaching for which he was paid an additional \$15. He was reported with 1 day paid and \$15 of earnings. The total he received for substitute teaching was \$100 (\$85 aide pay + \$15 additional pay). A correction is required to report BS – base earnings as \$100. (3) A teacher's aide is paid \$18 for one hour of internal substitution. The substitute teacher is correctly reported one 1 day paid and BS – base salary of \$18. (4) A school psychologist works 2 days conducting 1 evaluation for \$1,000. He has correctly been reported with 2 days paid and BS – Base Earnings of \$1,000.</p> <p>Make any necessary corrections and if no corrections are required confirm that the reported information is correct.</p>
<a href="#">ER5040</a>	<p>The Full Annual Rate divided by the Payroll Frequency for this member is not within one percent of the BS – Base Salary reported. Review the reported Full Annual Rate, BS – Base salary and the Payroll Schedule and make any necessary corrections. If no corrections are required confirm the reported information is correct.</p> <p>Examples: (1) The teacher is paid over 24 pays. Full Annual Rate is \$50,000. Reported BS – Base Salary \$2,183.34. The teacher was paid her base salary of \$2,083.34 plus \$100 for internal substitution. A correction is required to report \$2,083.34 as BS – Base Salary and \$100 as ED – Extra-Duty/Stipends. (2) An administrator is paid once per month. The Full Annual Rate is \$100,000 and his BS – Base Salary is \$8,333.33. He was correctly reported on this report but on the Payroll Schedule the administrators schedule was accidentally marked as bi-weekly the teacher's schedule. A correction to the Payroll Schedule is required.</p>
<a href="#">ER5041</a>	<p>The total Earnings for any pay period or Payment Reason cannot be less than zero and can only be equal to zero if the Payment Reason is Leave of Absence or Military Leave. Please review the reported information and make any necessary corrections.</p>
<a href="#">ER5044</a>	<p>Reported earnings are less than zero. If the member earned reportable salary this pay period, a correction to the earnings are required. If the member did not earn reportable salary this pay period because he/she is on a board approved leave of absence or has been docked correct the earnings to zero and ensure information regarding the leave and/or dock has been correctly reported. If the member did not earn reportable salary this pay period because he/she has terminated employment correct the earnings to zero and ensure the member's termination has been reported.</p>
<a href="#">ER5045</a>	<p>Earnings that Exceed Salary Limits are less than zero. If a member has exceeded the IRS 401(a)(17) limits or the Tier II limits for the fiscal year correct the Earnings that exceed Salary Limits field to the amount paid to the member over the applicable limit. If the member has not exceeded the applicable limit correct this field to zero.</p>



<b>Error #</b>	<b>Resolution</b>
<a href="#"><u>ER5046</u></a>	There is an amount reported as Earnings that Exceed Salary Limits. This member is subject to the 401(a)(17) limits however, they have not yet exceeded the limits. Please review the earnings and make any necessary adjustments to the earnings reported for each Payment Reason.
<a href="#"><u>ER5047</u></a>	There is an amount reported as Earnings that Exceed Salary Limits. This member is not subject to the 401(a)(17) or Tier 2 limits. Please review the earnings and make any necessary adjustments to the earnings reported for each Payment Reason.
<a href="#"><u>ER5048</u></a>	There is an amount reported as Earnings that Exceed Salary Limits. This member is subject to the Tier 2 limits however, they have not yet exceeded the limits. Please review the earnings and make any necessary adjustments to the earnings reported for each Payment Reason.
<a href="#"><u>ER5049</u></a>	The total Earnings that exceed Salary Limits for any pay period or Payment Reason cannot be less than zero. Please review the reported information and make any necessary corrections.
<a href="#"><u>ER5050</u></a>	A correction to the reported information is required. This member is retired or has taken a single sum benefit and member retirement contributions have been reported. If the member is retired and has not exceeded the post-retirement employment limits the earnings should be reported under Contribution Category of 99 – Retired with no contributions remitted. Members receiving a single-sum retirement benefit may work without restriction and will no longer contribute to TRS after receiving the benefit and should not be reported to TRS.
<a href="#"><u>ER5051</u></a>	A correction to the reported information is required. Member retirement contributions have been reported for a Payment Reason of LA - Unpaid Leave of Absence, ML - Military Service or NC – Non-Contributory. There cannot be contributions remitted for these payment reasons. Review the reported Payment Reason and either correct the Payment Reason or remove the reported contributions.
<a href="#"><u>ER5052</u></a>	Member TRS contributions are not within \$0.03 of nine percent of creditable Earnings. Either creditable Earnings are incorrectly reported or there has been an error in the calculation of the retirement contribution. Correct either creditable earnings or retirement contributions. The contributions remitted must be nine percent of creditable earnings. You cannot remit either more or less than the amount due.
<a href="#"><u>ER5053</u></a>	Earnings are greater than zero, but the Contributions are less than zero or Earnings are less than zero, but the Contributions are greater than zero. Either creditable earnings are incorrectly reported or there has been an error in the calculation of the retirement contribution. Correct either creditable earnings or retirement contributions. The contributions remitted must be 9 percent of creditable earnings. You cannot remit either more or less than the amount due.
<a href="#"><u>ER5055</u></a>	The SSP Contributions reported do not match with the member's elected SSP Deferral dollar amount for the reported Contribution Category. Please correct the Contributions to match the member's election.
<a href="#"><u>ER5056</u></a>	A correction to the reported information is required. This member is retired or has taken a single sum benefit and member THIS Fund contributions have been reported. If the member is retired and has not exceeded the post-retirement employment limits the earnings should be reported under Contribution Category of 99 – Retired with no contributions remitted. Members receiving a single-sum retirement benefit may work without restriction and will no longer contribute to TRS after receiving the benefit and should not be reported to TRS.
<a href="#"><u>ER5057</u></a>	A correction to the reported information is required. Member THIS Fund contributions have been reported for a Payment Reason of LA - Unpaid Leave of Absence, ML - Military Service or NC – Noncontributory. There cannot be contributions remitted for these payment reasons. Review the reported Payment Reason and either correct the Payment Reason or remove the reported contributions.



Error #	Resolution
<a href="#">ER5058</a>	Member THIS Fund contributions are not within \$0.03 of the current THIS Fund Contribution Rate multiplied by creditable Earnings. Either creditable Earnings are incorrectly reported or there has been an error in the calculation of the THIS Fund Contributions. Correct either creditable Earnings or THIS Fund Contributions. The contributions remitted must be exact. You cannot remit either more or less than the amount due. Further information on earnings limits can be found on the Employer section of our website under Contribution Rates & Earnings Limitations.
<a href="#">ER5059</a>	Earnings are greater than zero but the member THIS Fund contributions are less than zero or earnings are less than zero but the member THIS Fund contributions are greater than zero. Either creditable earnings are incorrectly reported or there has been an error in the calculation of the THIS Fund contributions. Correct either creditable earnings or THIS Fund contributions.
<a href="#">ER5060</a>	The member is retired, and Employer Defined Contributions have been reported. This field is used to report contributions made by employers to TRS associated defined contributions plans. Retired members cannot contribute to the Defined Contribution plan. A correction is required to remove the amount reported in this field.
<a href="#">ER5061</a>	Report type is 01 – Defined Benefit and an amount has been reported in the Employer Defined Contributions field. This field is not to be used for the Defined Benefit report. A correction is required.
<a href="#">ER5062</a>	-----
<a href="#">ER5063</a>	A correction to the reported information is required. This is a Defined Contribution report and member THIS Fund contributions have been reported. THIS Fund Contributions should not be included in a Defined Contribution report. Review the record and insure that it belongs in this report then either delete the record or change THIS Contributions to zero.
<a href="#">ER5064</a>	-----
<a href="#">ER5065</a>	A correction is required. The Full Annual Rate does not match a Full Annual Rate reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Full Annual Rate and make any necessary corrections.
<a href="#">ER5066</a>	Employer contributions must be on a pre-tax basis and therefore cannot be part of a Roth contribution to a member's Supplemental Savings Plan account. Please either correct the Employer Defined Contribution to zero or change to a non-Roth Contribution Category.
<a href="#">ER5067</a>	Verify that this adjustment is not a redundancy of the a previously reported and posted adjustment.
<a href="#">ER5068</a>	This record and another record in this report are both adjustments to the same original record. You must combine the two adjustments into one record and then delete the remaining one.
<a href="#">ER5069</a>	A correction to the reported information is required. This is a Defined Contribution report and member THIS Fund contributions have been reported. THIS Fund Contributions should not be included in a Defined Contribution report. Review the record and insure that it belongs in this report then either delete the record or change THIS Contributions to zero.
<a href="#">ER6001</a>	It appears that the number of Docked Days reported may be greater than the number of possible paid days in the pay period. Either correct the number of reported docked days or confirm the reported number of docked days is correct.

Error #	Resolution
<a href="#">ER6002</a>	The member had terminated employment in a prior school year and has been rehired and it appears previously reported sick leave days were reinstated to the member. Please review the reported Sick Leave/Personal Days. Either correct the reported Sick Leave/Personal Days or confirm if the reported number of days is correct. If you have confirmed that the reported Sick Leave/Personal Leave days is correct, TRS will exclude the sick leave days reported from the prior period of employment from the member's sick leave record. Please email TRS Employer Services at employers@trsil.org if only some of the previously reported sick leave days were reinstated or if you have any questions.
<a href="#">ER6003</a>	It appears the number of Sick Leave/Personal Leave days has decreased by more than the possible number of days in the pay period. Either correct the reported balance of Sick Leave/Personal Leave days or confirm the reported days are correct.
<a href="#">ER6004</a>	Either the Employment Type or the Days Paid must be corrected. If none of the member's duties required licensure, then the Days Paid must be changed to zero since TRS cannot award service credit for non-licensed work. If the member performed duties that required licensure, the Employment Type must be changed. Please refer to Chapter 5 of the TRS Employer Guide for a definition of employment types.
<a href="#">ER6005</a>	The reported Days Paid for Deferred Earnings should be 0. A correction to either the Days Paid or the Deferred flag is required.
<a href="#">ER6006</a>	Days Paid must be reported as zero for a retiree returning to work. Instead, report the number of hours worked using the Post-Retirement Hours field. Work that would earn service credit for active members is subject to the post-retirement employment limitations for annuitants. All time that a teacher or administrator is required to be present for licensed duties is subject to the limitations. For teachers, this includes preparation periods and time before, between, and after classes. For administrators, this includes all time that is required to be spent on administrative duties, such as attendance at board meetings and contract negotiations. Paid sick, personal leave and vacation are subject to the post-retirement limitations. In addition, licensed work performed on Saturdays and Sundays is subject to the limitations. Five hours is the maximum number of hours per day applied toward the post-retirement employment limitations, regardless of the actual number of hours worked. On days in which the employment is less than five hours, the actual time worked should be counted.
<a href="#">ER6007</a>	Based on the district's payroll frequency the reported Days Paid are more than the possible work days in the pay period. Days Paid are greater than five for a weekly payroll frequency. Days Paid are greater than ten for a bi-weekly payroll frequency. Days Paid are greater than twelve for a semi-monthly payroll frequency. Days Paid are greater than twenty-three for a monthly payroll frequency. Corrections are required to either the reported payroll frequency and/or days paid.
<a href="#">ER6009</a>	Either the Days Paid or the Employment Type must be corrected. Days Paid are required if the member performed work requiring licensure during the pay period. The reported days paid should reflect the actual number of calendar dates (Monday through Friday) the member worked, regardless of the actual number of hours worked on any given date. Do not combine partial days into full day equivalents for reporting purposes. In addition, if the member had multiple assignments on the same day ensure the day is only counted once. If the member performed duties not requiring licensure correct the Employment Type to E (Extra-Duty).
<a href="#">ER6010</a>	Either the Days Paid or the Earnings must be corrected. You cannot have zero earnings with Days Paid.
<a href="#">ER6011</a>	It appears the Days Paid for the pay period may be overstated. The reported days paid should reflect the actual number of calendar dates (Monday through Friday) the member worked, regardless of the actual number of hours worked on any given date. Do not combine partial days into full day equivalents for reporting purposes. In addition, if the member had multiple assignments on the same day ensure the day is only counted once. Review the total number of days paid. If no corrections are required confirm that the reported information is correct.

Error #	Resolution
<a href="#">ER6013</a>	It appears the Days Paid for the pay period may be overstated. Days Paid are the total number of days, Monday through Friday, during the school year for which the member performed duties requiring licensure (inclusive of paid vacation, sick and/or personal leave days). Review the total number of Days Paid. If no corrections are required confirm that the reported information is correct.
<a href="#">ER6014</a>	Verify the Employment Type and total number of Days Paid are correct. The reported days paid should reflect the actual number of calendar dates (Monday through Friday) the member worked, regardless of the actual number of hours worked on any given date. Do not combine partial days into full day equivalents for reporting purposes. In addition, if the member had multiple assignments on the same day ensure the day is only counted once. Refer to Chapter 5 of the Employer Guide for definitions of employment types. Correct the Employment Type or number of Days Paid, if necessary. If no corrections are required confirm that the reported information is correct.
<a href="#">ER6015</a>	Verify the Job Category and total number of Days Paid are correct. Days Paid are the total number of days, Monday through Friday, during the school year for which the member performed duties requiring licensure (inclusive of paid vacation, sick and/or personal leave days). Days paid should include summer school teaching days as well as teacher work days during the regular school term. Correct the Job Category or number of Days Paid, if necessary. If no corrections are required confirm that the reported information is correct.
<a href="#">ER6016</a>	Service credit may be earned up to the date of death only. Earnings for days paid beyond the date of death are not reportable. Review the Days Paid and Base Salary Earnings to ensure only days and earnings through the date of death have been reported. Make any necessary corrections to the Days Paid and/or Base Earnings.
<a href="#">ER6017</a>	Either the Employment Type or the Days Paid must be corrected. If none of the member's duties required licensure, then the Days Paid must be changed to zero since TRS cannot award service credit for non-licensed work. If the member performed duties that required licensure, the Employment Type must be changed. Refer to Chapter 5 of the TRS Employer Guide for definitions of employment types.
<a href="#">ER6023</a>	<p>The member is approaching the 600-hour post-retirement employment limitation. If the annuitant exceeds the post-retirement employment limitation of 600 hours, they will become an active member and will be reportable on the following pay period.</p> <p>Work that would earn service credit for active members is subject to the post-retirement employment limitations for annuitants. All time that a teacher or administrator is required to be present for licensed duties is subject to the limitations. For teachers, this includes preparation periods and time before, between, and after classes. For administrators, this includes all time that is required to be spent on administrative duties, such as attendance at board meetings and contract negotiations. Paid sick, personal leave and vacation are subject to the limitations. In addition, licensed work performed on Saturdays and Sundays is subject to the limitations. Five hours is the maximum number of hours per day applied toward the limit, regardless of the actual number of hours worked. On days in which the employment is less than five hours, the actual time worked should be counted.</p>

Error #	Resolution
<a href="#">ER6024</a>	<p>A TRS annuitant has exceeded the 600-hour post-retirement employment limitation. Since the annuitant has exceeded the limits their status will be updated to an active contributing member. On the next pay period report you must report them as a contribution category of Tier 1 (01) or Tier 2 (02).</p> <p>Work that would earn service credit for active members is subject to the post-retirement employment limitations for annuitants. All time that a teacher or administrator is required to be present for licensed duties is subject to the limitations. For teachers, this includes preparation periods and time before, between, and after classes. For administrators, this includes all time that is required to be spent on administrative duties, such as attendance at board meetings and contract negotiations. Paid sick, personal leave and vacation are subject to the limitations. In addition, licensed work performed on Saturdays and Sundays is subject to the limitations. Five hours is the maximum number of hours per day applied toward the limit, regardless of the actual number of hours worked. On days in which the employment is less than five hours, the actual time worked should be counted.</p> <p>If you have any questions or the hours have been reported incorrectly contact TRS Employer Services at (888) 678-3675 or <a href="mailto:employers@trsil.org">employers@trsil.org</a>.</p>
<a href="#">ER6026</a>	<p>Review the hours reported. Work that would earn service credit for active members is subject to the post-retirement employment limitations for annuitants. All time that a teacher or administrator is required to be present for licensed duties is subject to the limitations. For teachers, this includes preparation periods and time before, between, and after classes. For administrators, this includes all time that is required to be spent on administrative duties, such as attendance at board meetings and contract negotiations. Paid sick, personal leave and vacation are subject to the limitations. In addition, licensed work performed on Saturdays and Sundays is subject to the limitations. Five hours is the maximum number of hours per day applied toward the limit, regardless of the actual number of hours worked. On days in which the employment is less than five hours, the actual time worked should be counted.</p> <p>Make any necessary corrections to the hours reported. If the hours reported are correct or you have any questions, contact TRS Employer Services at (888) 678-3675 or <a href="mailto:employers@trsil.org">employers@trsil.org</a>.</p>
<a href="#">ER6027</a>	<p>A correction is required to Post-Retirement Hours and Days Paid. Hours are only reportable for annuitants returning to work post-retirement. Remove the hours paid and report days paid. The reported days paid should reflect the actual number of calendar dates (Monday through Friday) the member worked, regardless of the actual number of hours worked on any given date. Do not combine partial days into full day equivalents for reporting purposes. In addition, if the member had multiple assignments on the same day ensure the day is only counted once.</p>

Error #	Resolution
<a href="#">ER6028</a>	A correction to either the Deferred flag or the Post-Retirement Hours is necessary. If the member has not worked during the pay period but the earnings are for work performed during the regular school term but are being paid to the member in the summer months check the Deferred flag. If the Earnings are not deferred Earnings you must report the number of hours the member worked. Work that would earn service credit for active members is subject to the post-retirement employment limitations for annuitants. All time that a teacher or administrator is required to be present for licensed duties is subject to the limitations. For teachers, this includes preparation periods and time before, between, and after classes. For administrators, this includes all time that is required to be spent on administrative duties, such as attendance at board meetings and contract negotiations. Paid sick, personal leave and vacation are subject to the limitations. In addition, licensed work performed on Saturdays and Sundays is subject to the limitations. Five hours is the maximum number of hours per day applied toward the limit, regardless of the actual number of hours worked. On days in which the employment is less than five hours, the actual time worked should be counted.
<a href="#">ER6029</a>	A correction to Post Retirement Hours is necessary. Post-Retirement Hours cannot be reported for the following payment reasons: Extra-duty/Stipends (ED), Board payments to a qualified tax-deferred plan (TX), Flexible Benefit Plan (FB), Lump Sum Payments (LS) and Non-Contributory (NC).
<a href="#">ER6030</a>	This member's Balanced Calendar status has changed from what had been reported previously this fiscal year. Please review the member's job assignment to ensure the change is correct. Either correct the member's Balanced Calendar status or confirm the reported Balanced Calendar status is correct.
<a href="#">ER6031</a>	A correction to Employment Type or Balanced Calendar status is required. Review the member's Employment Type. Refer to Chapter 5 of the TRS Employer Guide for a definition of employment types. If the Employment Type is correct as Full-Time or Part-Time Contractual indicate if the member is working under a balanced or regular school calendar.
<a href="#">ER6032</a>	A correction is required. The Sick Leave/Personal Days does not match a Sick Leave/Personal Days reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Sick Leave/Personal Days and make any necessary corrections.
<a href="#">ER6033</a>	A correction is required. The Balanced Calendar does not match a Balanced Calendar reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Balanced Calendar and make any necessary corrections.
<a href="#">ER6034</a>	The member is no longer Retired and is now considered active. The member's Contribution Category must be changed from Retired to either Tier 1 or Tier 2 if you have not already done so. Post-Retirement Hours must be reported as zero and the member's time must be reported as Days Paid. Contributions must be remitted on the member's earnings.
<a href="#">ER6035</a>	--
<a href="#">ER6036</a>	--
<a href="#">ER7001</a>	The reported Email Address does not match the member's email address on file with TRS. Please review the reported Email Address and make any necessary corrections. The email address on file with TRS will be updated based on this report.
<a href="#">ER7002</a>	The member's record is locked, and the reported Email Address does not match the email address on file with TRS. Please review the reported email address and make any necessary corrections.

<b>Error #</b>	<b>Resolution</b>
<a href="#"><u>ER7003</u></a>	A correction is required. The Email Address does not match an Email Address reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported email addresses and make any necessary corrections.
<a href="#"><u>ER7004</u></a>	The reported Phone number does not match the member's Phone number on file with TRS. Please review the reported Phone number and make any necessary corrections. The Phone number on file with TRS will be updated based on this report.
<a href="#"><u>ER7005</u></a>	The member's record is locked, and the reported Phone number does not match the Phone number on file with TRS. Please review the reported Phone number and make any necessary corrections.
<a href="#"><u>ER7006</u></a>	A correction is required. The Phone number does not match a Phone number reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Phone numbers and make any necessary corrections.
<a href="#"><u>ER7007</u></a>	The reported Address Line 1 does not match the member's Address Line 1 on file with TRS. Please review the reported Address Line 1 and make any necessary corrections. The Address Line 1 on file with TRS will be updated based on this report.
<a href="#"><u>ER7008</u></a>	The member's record is locked, and the reported Address Line 1 does not match the Address Line 1 on file with TRS. Please review the reported Address Line 1 and make any necessary corrections.
<a href="#"><u>ER7009</u></a>	A correction is required. The Address Line 1 does not match an Address Line 1 reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Address Line 1 and make any necessary corrections.
<a href="#"><u>ER7010</u></a>	The reported Address Line 2 does not match the member's Address Line 2 on file with TRS. Please review the reported Address Line 2 and make any necessary corrections. The Address Line 2 on file with TRS will be updated based on this report.
<a href="#"><u>ER7011</u></a>	The member's record is locked, and the reported Address Line 2 does not match the Address Line 2 on file with TRS. Please review the reported Address Line 2 and make any necessary corrections.
<a href="#"><u>ER7012</u></a>	A correction is required. The Address Line 2 does not match an Address Line 2 reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Address Line 2 and make any necessary corrections.
<a href="#"><u>ER7013</u></a>	The reported City does not match the member's City on file with TRS. Please review the reported City and make any necessary corrections. The City on file with TRS will be updated based on this report.
<a href="#"><u>ER7014</u></a>	The member's record is locked, and the reported City does not match the City on file with TRS. Please review the reported City and make any necessary corrections.
<a href="#"><u>ER7015</u></a>	A correction is required. The City does not match a City reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported City and make any necessary corrections.
<a href="#"><u>ER7016</u></a>	The reported State does not match the member's State on file with TRS. Please review the reported State and make any necessary corrections. The State on file with TRS will be updated based on this report.
<a href="#"><u>ER7017</u></a>	The member's record is locked, and the reported State does not match the State on file with TRS. Please review the reported State and make any necessary corrections.

<b>Error #</b>	<b>Resolution</b>
<a href="#">ER7018</a>	A correction is required. The State does not match a State reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported State and make any necessary corrections.
<a href="#">ER7019</a>	The reported Zip Code does not match the member's Zip Code on file with TRS. Please review the reported Zip Code and make any necessary corrections. The Zip Code on file with TRS will be updated based on this report.
<a href="#">ER7020</a>	The member's record is locked, and the reported Zip Code does not match the Zip Code on file with TRS. Please review the reported Zip Code and make any necessary corrections.
<a href="#">ER7021</a>	A correction is required. The Zip Code does not match a Zip Code reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Zip Code and make any necessary corrections.
<a href="#">ER7022</a>	The reported Country does not match the member's Country on file with TRS. Please review the reported Country and make any necessary corrections. The Country on file with TRS will be updated based on this report.
<a href="#">ER7023</a>	The member's record is locked, and the reported Country does not match the Country on file with TRS. Please review the reported Country and make any necessary corrections.
<a href="#">ER7024</a>	A correction is required. The Country does not match a Country reported on another record for the same member with the same Pay Period Begin Date, Pay Period End Date, and Pay Date on this report. Review the reported Country and make any necessary corrections.
<a href="#">ER7025</a>	The reported Address Line 1 does not match the member's Address Line 1 on file with TRS. However, we have received an address change directly from the member within the last 60 days. Therefore, their address will not be updated to reflect what is in the record. Please reach out to the member to ensure they have provided you with their new address.
<a href="#">ER7026</a>	The reported Address Line 2 does not match the member's Address Line 2 on file with TRS. However, we have received an address change directly from the member within the last 60 days. Therefore, their address will not be updated to reflect what is in the record. Please reach out to the member to ensure they have provided you with their new address.
<a href="#">ER7027</a>	The reported City does not match the member's City on file with TRS. However, we have received an address change directly from the member within the last 60 days. Therefore, their address will not be updated to reflect what is in the record. Please reach out to the member to ensure they have provided you with their new address.
<a href="#">ER7028</a>	The reported State does not match the member's State on file with TRS. However, we have received an address change directly from the member within the last 60 days. Therefore, their address will not be updated to reflect what is in the record. Please reach out to the member to ensure they have provided you with their new address.
<a href="#">ER7029</a>	The reported Zip Code does not match the member's Zip Code on file with TRS. However, we have received an address change directly from the member within the last 60 days. Therefore, their address will not be updated to reflect what is in the record. Please reach out to the member to ensure they have provided you with their new address.
<a href="#">ER7030</a>	The reported Country does not match the member's Country on file with TRS. However, we have received an address change directly from the member within the last 60 days. Therefore, their address will not be updated to reflect what is in the record. Please reach out to the member to ensure they have provided you with their new address.

# Appendices