

BEARS File Layout Examples



Payroll File Layout

01	Organization Code	Payroll Run ID	Interface Run Date	Version Number	
02	Employee SSN	Employee ID	Appointment ID	Retirement System	Pay Cycle
03	Employee SSN	Employee ID	Appointment ID	Retirement System	Pay Cycle
04	Employee SSN	Employee ID	Appointment ID	Retirement System	Pay Period End date
02	Employee SSN	Employee ID	Appointment ID	Retirement System	Pay Cycle
03	Employee SSN	Employee ID	Appointment ID	Retirement System	Pay Cycle
04	Employee SSN	Employee ID	Appointment ID	Retirement System	Pay Period End date

Payroll File Layout Continued

01						
02	Pay Period End date	Issue Date	Transaction Type	Regular Earnings	Paycheck Number	Ending Leave Balance
03	Pay Period End date	Deduction Type	Deduction Plan Code	Deduction Amount	Basis Amount	GeoDiff Basis Amount
04	Pay Cycle	Service Date	Service Type Code	Service Units (decimal days or hours)		
02	Pay Period End date	Issue Date	Transaction Type	Regular Earnings	Paycheck Number	Ending Leave Balance
03	Pay Period End date	Deduction Type	Deduction Plan Code	Deduction Amount	Basis Amount	GeoDiff Basis Amount
04	Pay Cycle	Service Date	Service Type Code	Service Units (decimal days or hours)		

Table Legend

	01 - Header		01 - Header
Employee 1	02 - Employment Earnings	Employee 2	02 - Employment Earnings
Employee 1	03 - Deduction Information	Employee 2	03 - Deduction Information
Employee 1	04 - Service Information	Employee 2	04 - Service Information

