TL Mid-Pay Period Discussion

Time and Labor impacts on current mid-pay period business processes:

Transfers

- Internal agency transfers are performed by the Agency

- Agency to Agency transfers performed by OMB

- The Payable Time of the transferring employee must be approved prior to processing the transfer in PeopleSoft.

- Update the workgroup on the Time Reporter Data page

Note: Staff in the originating Agency will not have access to the employee information after they have been entered as a transfer.

TL Mid-Pay Period Discussion

Update the **Time Reporter Data** for the following business processes:

- Rehires
- Job Reclassification
- FLSA Status update
- Position changes