March 11, 2002

OFFICE OF STATE UNIFORM PAYROLL MEMORANDUM #2002-53

TO: All ISIS HR Paid Agencies

FROM: Jena W. Cary
Director

SUBJECT: UPS and BUNDL Availability

Effective the week of February 18, 2002, the Uniform Payroll System is no longer available for inquiry. Agencies needing to review UPS data should use the UPS hard copy and microfiche reports. There are some reports that are still available in BUNDL view and archives that can also be reviewed. UPS converted information in ISIS HR can be reviewed by looking at the Period 06 2001 Remuneration Statements.

This office has a copy of the September 2001 Monthly Year to Date information which contains the employee balances as of the end of that month. Agencies can obtain a hard copy of this report by contacting OSUP to make arrangements for pick up or mailing. Note: The September 2001 report reflects final balances in UPS with the exception of October 2001 activity for Control Numbers 422, 626, 736, and 750 or November 2001 manual activity. This information can also be obtained from OSUP.

To obtain a copy of the September 2001 Monthly Year to Date Register or for questions, contact a member of the OSUP Wage and Tax Administration Unit at (225):

Rachel Bryant  342-1651 Rhonda Desselle  342-8928
Lawanna Green  342-0714 Dorothy Piazza   342-1652

JWC:APH:kmb