trsprocessing_payrollhistory_extraduty

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This section is collapsed by default. Click **Extra Duty** to expand the section.

This section allows you to change how extra duty is reported for a TRS reporting period.

The extra duty code table for the selected **TRS Month** and **TRS Year** is displayed. Only S type extra duties are displayed.

- If an employee is paid using the specified extra duty code, **Expense 373** is selected, a **TRS Position Code** is not selected, and the employee is subject to state minimum, then the extra duty amount is included in TRS 373 calculations using the employee's primary job TRS position code.
- If a **TRS Position Code** is selected on this page, it is used for reporting the pay associated to the extra duty code. If **Expense 373** is selected and the **TRS Position Code** is *01*, *02*, or *05*, then the amount is included in the TRS 373 calculations where applicable.
- If **Expense 373** is not selected for an extra duty code but the **TRS Position Code** is *01*, *02*, or *05*, then the pay associated to the extra duty code is not included in the TRS 373 calculations; however, it is included in the Non-OASDI calculations.

  Example: A teacher teaching summer school is paid using an extra duty stipend, **Expense 373** should not be selected in the Payroll History extra duty table and the appropriate **TRS Position Code** (*01*, *02*, or *05*) should be selected.