



## Maintenance ED records



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[Payroll > Utilities > TRS Maintenance > Employee Data \(ED\) > ED20 \(Demo\) & ED40 \(Contr and Pos\)](#)

Perform ED Maintenance. Use the [Payroll > Reports > TRS Reports > HRS8900 - Employee Data \(ED\)](#) to verify the ED20 and ED40 information that was extracted. You may need to add/edit or delete ED records.



**TIP:** If ED90 records are added during this step, **it is recommended** that you submit those records after your August RP has reached completed status, which is included in Step 15 of this document.



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