



Clear EOY accrual data

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Log on to the current payroll frequency.

Select only the **Clear EOY Accrual Data Only** field.

IMPORTANT:

- Do not move any tables from the left side to the right side of the page.
- If the **Clear EOY Accrual Data Only** field is not selected prior to clicking **Execute**, ALL NPYR payroll will be cleared.

Click **Execute** to clear the prior year accrual calculations.



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