

Column	Description
Acceptance Date	Date a transaction is accepted into the SAAS system.
Account Nbr	This field is stored on the MERLIN general ledger table and in SAAS, is part of the payment voucher record, which is stored on the OPVL table. This field is used to identify the agency's account number with the vendor related to the payment voucher.
Accounting Month	The accounting period of the transaction (i.e. the 7th accounting period is accounting month 07). The accounting period starts at 01 in July. Note: The SAAS name for this field is fiscal month.
Accounting Quarter	SAAS field which records the quarter associated with the accounting period of a transaction.
Accounting Year	Consists of 13 accounting periods, which includes any accounting and GAAP adjustments. Note: This field is called fiscal year within SAAS.
Accrued Bond Funds	The accrued revenue by bond funds. Accrued revenue is recorded to the grant when a receivable entry is input via a SAAS CR, JV or an IN transaction.
Accrued Fed Funds	The accrued revenue by federal funds. Accrued revenue is recorded to the grant when a receivable entry is input via a SAAS CR, JV or an IN transaction.
Accrued Govt Funds	The accrued revenue by government funds. Accrued revenue is recorded to the grant when a receivable entry is input via a SAAS CR, JV or an IN transaction.
Accrued Loc/Oth Funds	The accrued revenue by local/other funds. Accrued revenue is recorded to the grant when a receivable entry is input via a SAAS CR, JV or an IN transaction.
Acct Type Cd	Defined in SAAS by a two-digit code (e.g. 01= asset) which depicts the account the transaction is charged against. Below is a listing of the most commonly used account type codes and their associated account type code names: 01-ASSETS, 02-LIABILITIES, 03-FUND BALANCE, 20-PRE-ENCUMBRANCES, 21-ENCUMBRANCES, 22-EXPENDITURES/EXPENSES, 23-EXPENDITURES, 24-EXPENSES, 31-REVENUE, 32-REVENUE COLLECT, 41-BUDGETED OBLIGATIONS, 42-APPROPRIATIONS, 43-ALLOTMENTS, 45-REVERSIONS, 46-ESTIMATED RECEIPTS, 47-BEGINNING CASH BALANCE (If trying to create an expenditure report, account type code of 22 and 23 would be part of the filter. If trying to create a revenue report, account type code of 31 would be part of the filter.)
Acct Type Name	Description of account type code from SAAS.
Acquisition Cd	The code that identifies where and how an item is acquired, purchased, or donated. Ex. A = Confiscated Property; C = On Loan
Acres	The number of acres purchased or acquired.
Action Code	A SPAHRS 2-digit numeric field indicating the last action taken by CCD.
Action Code Date	A SPAHRS 8-position date field which provides the last action taken by CCD. Corresponds to Action Code. Format: MM/DD/YY
Activity Code	A four-character SAAS code used by some agencies to track program expenditures for Performance Measurement/Program Based Budgeting mandated by the Legislature. Some online SAAS agencies also use activity to 1- track an agency's internal programmatic data
Actual YTD Expenditures	The total of all expenditures for a dimension, i.e. agency, expense type, function of government, fund type.
Add Approp	Additional appropriation (spending authority) for the current budget year (SAAS budget modification codes 08 and 09).
Additional Appropriations	Additional appropriation (spending authority) for the current budget year (SAAS budget modification codes 08 and 09).
Additional Pay1	A SPAHRS 1-character field which provides whether additional pay is authorized for this job class (when the code is other than space). A numeric digit authorizes a fixed dollar rate. An alphabetic character authorizes a fixed rate percentage.
Additional Pay2	A SPAHRS 1-character field which provides whether additional pay is authorized for this job class (when the code is other than space). A numeric digit authorizes a fixed dollar rate. An alphabetic character authorizes a fixed rate percentage.
Additional Pay3	A SPAHRS 1-character field which provides whether additional pay is authorized for this job class (when the code is other than space). A numeric digit authorizes a fixed dollar rate. An alphabetic character authorizes a fixed rate percentage.
Additional Pay4	A SPAHRS 1-character field which provides whether additional pay is authorized for this job class (when the code is other than space). A numeric digit authorizes a fixed dollar rate. An alphabetic character authorizes a fixed rate percentage.
Additional Pay5	A SPAHRS 1-character field which provides whether additional pay is authorized for this job class (when the code is other than space). A numeric digit authorizes a fixed dollar rate. An alphabetic character authorizes a fixed rate percentage.
Additional Pay6	A SPAHRS 1-character field which provides whether additional pay is authorized for this job class (when the code is other than space). A numeric digit authorizes a fixed dollar rate. An alphabetic character authorizes a fixed rate percentage.
Add/Delete Indicator	A one-character code that is used to designate whether an action was an addition or deletion. Ex. A, Addition; D, Deletion
Adj Type	Indicator reflecting what type of adjustment to pay was needed, i.e. leave, deduction refunds, that cannot be handled during the normal payroll process.
Adjusted Gross Pay	The actual cash amount which an employee is paid (before deductions).
Adjustment Code	The code that details whether the property transaction is an addition, deletion or betterment. Ex. A, Add; D, Delete; B, Betterment
Agency Address 1	One of three SAAS fields which lists a state agency address
Agency Address 2	One of three SAAS fields which lists a state agency address.

Agency Address 3	One of three SAAS fields which lists a state agency address.
Agency Contact Email	The email address of the agency contact person.
Agency Contact Name	The name of the agency person to contact for information concerning a contract.
Agency Contact Phone Number	The telephone number where the representative for a particular Agency's contracts can be reached.
Agency Defined 1	A portion of the accounting distribution coding block that the agency can use in any way they choose. This additional coding is not recognized by SAAS. These fields can be used to get subtotals on SPAHRS Gen SAAS reports.
Agency Defined 2	A portion of the accounting distribution coding block that the agency can use in any way they choose. This additional coding is not recognized by SAAS. These fields can be used to get subtotals on SPAHRS Gen SAAS reports.
Agency Defined 3	A portion of the accounting distribution coding block that the agency can use in any way they choose. This additional coding is not recognized by SAAS. These fields can be used to get subtotals on SPAHRS Gen SAAS reports.
Agency Defined Contract Number	An internal agency contract number that consist up to 35 alpha-numeric characters.
Agency Group Name	Within certain source systems (e.g., SAAS) a state agency may have multiple agency numbers and names. Within MERLIN, these agencies are assigned one group code and name. The agencies this applies to are: Agriculture, Education, Finance and Administration, Human Services, Insurance, Mental Health, Military, Public Safety, Rehabilitation Services, Tax Commission and Transportation.
Agency Grp Cd	Within certain source systems (e.g., SAAS) a state agency may have multiple agency numbers and names. Within MERLIN, these agencies are assigned one group code and name. The agencies this applies to are: Agriculture, Education, Finance and Administration, Human Services, Insurance, Mental Health, Military, Public Safety, Rehabilitation Services, Tax Commission and Transportation.
Agency Grp Nm	Within certain source systems (e.g., SAAS) a state agency may have multiple agency numbers and names. Within MERLIN, these agencies are assigned one group code and name. The agencies this applies to are: Agriculture, Education, Finance and Administration, Human Services, Insurance, Mental Health, Military, Public Safety, Rehabilitation Services, Tax Commission and Transportation.
Agency Name	A SAAS three-character field that associates an agency with each transaction.
Agency Name (SAAS)	The SAAS name assigned to each agency.
Agency Name (SPAHRS)	A SPAHRS field used to identify an agency.
Agency Nbr (SAAS)	A SAAS three-character field that associates an agency with each transaction.
Agency Nbr (SPAHRS)	A four-digit SPAHRS field used to identify an SPAHRS agency.
Agency Nm (SAAS)	The SAAS name assigned to each agency.
Agency Nm (SPAHRS)	A SPAHRS field used to identify an agency. Note: Multiple agencies may be assigned to one SPAHRS Master Agency.
Agency Number (SPAHRS)	A four-digit SPAHRS field used to identify an SPAHRS agency.
Agency Type	The code used to describe a non-proprietary and a proprietary agency. Ex. G is Non-Proprietary; P is Proprietary
Agree Date	This is the date that billing for reimbursement participating costs may begin.
Allotment Period	The annual appropriation broken into two six-month periods. These are recorded in SAAS as 01 and 02.
Allotment Year	A SAAS two-digit field which contains the year associated with the allotment period of the transaction
Amount Type	The amount type of a transaction in the detail SPAHRS transactions depicts whether the record is a liability (L), a gross or fringe (G) or a net pay (P) record.
Annual Appropriation Amount	The amount authorized by the legislative body to an agency in order to incur obligations and make expenditures for specific purposes for a specific period of time for a specific dollar amount. An appropriation is usually for a budget year.
Appr Unit Name	SAAS Description of the appropriation unit number
Appr Unit Nbr	The SAAS four-digit number assigned to an appropriation amount. An appropriation unit may consist of multiple funds. Each funds appropriation rolls up to the appropriation unit.
Approp Bill Nbr	The number assigned to the appropriation bill by the House of Representatives or the Senate. House bills begin with HB and Senate bills begin with SB. This field is obtained from SAAS.
Appropriations - Expenditures	A MERLIN calculated field which takes the total appropriations and subtracts the total expenditures.
Approval Date	The date the SAAS approvals were added/removed from the document.
Approval Time	The time the SAAS approvals were added/removed from the document.
Armed Svc Code	A SPAHRS 1-character field which indicates that an employee served in the armed services during a period of war. Used as one of the weighting factors to determine which of two equally classified employees would be the candidate for a Reducation in Force (RIF). Codes are: 0 = did not serve one or more years, 1 = one or more years, 2 = one or more years service and a service connected disability.
As Of Month	A calculated field within MERLIN that converts the accounting month into a calendar month and the accounting year into a calendar year. However, transactions which occur in July, August, or September, for the previous budget year are applied to the month of June. For example, the as of month for January 2000 would be 200001.
As Of Year	A calculated field within MERLIN which denotes the accounting year.
Assigned Driver	The principle driver's name of the motor vehicle.

Authority Date	A SPAHRS 8-position date field which provides the start date of this position. If present, the first day of the month is assumed. Format: MM/DD/YY
Authorized Date	The date when expenditures may be incurred against the project/sub project/phase combination.
Available Amount	The remaining balance of a grant.
Available Budget	The un-obligated portion of the project budget once expenditures, encumbrances and project charges have been deducted.
Average Salary	The total of actual salaries currently being paid for an occupation divided by the number of employees currently holding the same occupation provides the Average Salary.
Bank Account Code	A SAAS two-digit field that identifies the bank account with the transaction.
Batch Number	A one to six unique character SAAS code that identifies a batch.
Batch Type	The transaction code of the batch of SAAS documents to be processed.
BBAL Enc Amt	A SAAS field in the BBAL table that reflects an agency fund encumbrances.
Beginning Count	The count of vehicles at the beginning of the fiscal year.
Beginning Fiscal Year Cost	The cost of a vehicle at the beginning of the fiscal year including any previous year betterments, additions and deletions.
Beginning Salary	The Beginning Salary allowed for an occupation according to the State Personnel Board.
Birth Date	A SPAHRS 8-position date field which provides the date of the employee birth. Format: MM/DD/YY
Bond FTE Positions	The number of positions funded by the grant classified by one or more of four types of revenue funding the grant.
Bond Funded Amount	The dollar amount of the project funded by the issuance of a bond.
Bud Activity Indicator	Indicator stored within MERLIN that reflects whether an activity code within SAAS is budgeted.
Bud Enc	Encumbrances that are assigned to a SAAS budgeted fund.
Bud Exp	Expenditures that are assigned to a SAAS budgeted fund.
Bud Function Code	The grouping of appropriated expenditures by function categories. This grouping of expenditures is done by LBO on an annual basis. The budget function is maintained in SAAS under the FDFN table.
Bud Fund Indicator	Indicator stored within MERLIN whether each SAAS fund is budgeted.
Bud Obj Class Indicator	Indicator stored within MERLIN whether each object class is budgeted within SAAS.
Bud Org Indicator	Indicator stored within MERLIN that reflects whether an organization code within SAAS is budgeted.
Bud Oth Exp	Non-cash or GAAP expenditures budgeted within SAAS at the fund level and are assigned to account type 24 or 80.
Bud Pre Enc	Pre-encumbrances that are budgeted within SAAS at the fund level.
Budget Cut	Appropriation decreases as mandated against the current budget year (SAAS budget modification codes 31 through 39).
Budget Mod Code Nm	Code used within SAAS to record modifications to an agency budget.
Budget Year	Consists of July through June plus any lapse period months (July through September).
Building Address	The street number and mailing address for the location of a building.
Building Name	The name of the building.
Building Nbr	The number assigned to represent each building.
Building Renovation Date	The date renovations were made on a buiding.
B/S Account Code	A five-digit numerical SAAS field used for identifying categories of assets, liabilities, and fund balances. For example, cash and due from other funds are each an asset category. The accounting term for a BS account field is an account number.
B/S Account Name	Description of SAAS BS Account Code
Calendar Month	A two digit numeric for the calendar months, i.e. 01 for January, 02 for February.
Calendar Year	TBD
CAN Number	The common accounting number identifying a grant.
Capital Outlay Amount	The amount of contract money requested for capital outlay, i.e. equipment.
Cash Account Indicator	A SAAS field from the BACC table which indicates whether it is a cash account (indicated by a Y or N).
Category	Types of employees for the institutions under the Community and Junior College Board's and Institutions of Higher Learning purview, i.e. 1 = Faculty, 2 = Non Faculty, 3 = Administration, 4 = Other
Category Code	The category code provides the property items useful life in years and months and the salvage value percentage attributed to the item.
Category Description	The description associated with a vehicle, i.e. bus, cargo van.
CFDA Number	Catalog of Federal Domestic Assistance number. This is a number assigned by the federal government for each federal program (e.g., JTPA) and is captured in SAAS.
Charge Class Code	A SAAS field used mainly on invoice and cash receipt documents to further describe the type of charge on a bill.
CJC Name	Names of the community and junior colleges which fall under the purview of the Community and Junior College Board
Closed Amount	An amount that is that represents the encumbered and closed amounts relating to the price agreement to date. This amount is system maintained on the PASM table.

CMIA	A SAAS field on the RPTG table which indicate if the reporting category is tracked for Federal Cash Management, i.e. Y= Yes and N = No.
Collected Bond Funds	The cash, bond funds, received for the grant. The cash received is recorded to the grant when a SAAS CR transaction is entered.
Collected Fed Funds	The cash, federal funds, received for the grant. The cash received is recorded to the grant when a SAAS CR transaction is entered.
Collected Govt Funds	The cash, government funds, received for the grant. The cash received is recorded to the grant when a SAAS CR transaction is entered.
Collected Loc/Oth Funds	The cash, local/other funds, received for the grant. The cash received is recorded to the grant when a SAAS CR transaction is entered.
Collected Revenue Bond	The revenue recorded as collected by the project from the issuance of a bond.
Collected Revenue Federal	The revenue recorded as collected by the project from the federal government.
Collected Revenue Other	The revenue recorded as collected by the project from other sources.
Collected Revenue State	The revenue recorded as collected by the project from the state government.
Commodities Amount	The amount of contract money requested for commodities.
Commodity Description	The description associated to the eleven digit number identifying the commodity purchased. TBD
Construction Date	The date that represents when construction of the building began.
Construction Type	A code used to describe the type of construction for a building or land. Ex. Concrete, Metal
Contact Person	The name of the person to contact concerning this grant.
Contact Phone	The telephone number of the contact person.
Contract Description	The description associated with a price agreement for a contract on the PASM table.
Contract Detailed Description	A description of services performed including location, program, purpose and condition or regulatory agency establishing the requirement for contract services.
Contract End Date	The date the original contract is expected to end. This date may be modified if the contract is to be extended.
Contract Federal Amount	The requested dollar amount allocated from the total contract amount to the Federal Funds.
Contract General Amount	The requested dollar amount allocated from the total contract amount to the General Funds.
Contract Modification Date	The date a contract is amended or when corrections are made to the original contract.
Contract Modification Description	A description of services performed including location, program, purpose and conditions when modifications or changes are made to the original contract.
Contract Modification Number	The number of times a contract has been modified. This field is automatically updated by the system.
Contract Modification Type	A one character alpha field which indicates if a contract is Amended (A), Terminated (T) and Invalid (I).
Contract Name	The name of the contractor.
Contract Number	A number (up to 11 characters) used to indentify the contract.
Contract Number (Long)	A number (up to 35 characters) used to identify the contract.
Contract Other Amount	The requested dollar amount allocated from the total contract amount to Other Funds.
Contract Service Type Code/Description	A valid description describing the type of service to be rendered by contractor.
Contract Start Date	The start date of the original contract. This date will never change even if the contract is renewed.
Contract Status	The status of a contract. Ex. Active, Terminated and Expired.
Contract Total Amount	The total dollar amount of the contract.
Contract Worker Name (Last First Middle)	The name of the contractor.
Contractor Obj Code	The five-digit SAAS minor object code assigned to each expenditure related to contractor payrolls in SPAHRS.
Contractual Service Amount	The amount of contract money requested for contract services, i.e. telephone, electrical and utilities.
Copy	Allows the user to make a copy of a previously developed report and alter the report parameters without losing the original report. The user will need to modify the name as it appears on the subtitle line and click the Save button to complete the Copy process. The user may want to remove the word COPY from the title line prior to saving.
Cost Description	A field which provides explanations of the dollar amounts, i.e. FICA MATCH, LIFE INSURANCE
Cost Type	A one character alpha field which indicates if the dollar amount is salary (S) or fringe (F) costs.
Cost/Value	The cost or value of a property item.
County Code	A SPAHRS 3-digit numeric field which provides the code for the county associated with the address given by the employee at the time of application.
Creation Date	The date the MERLIN warehouse extracted detail information from the source system (e.g., date MERLIN extracted SPAHRS information or for SAAS code tables).
Current Cost	The cost of a vehicle that includes all betterments, additions and deletions since acquiring the item.
Current Count	The sum of the begining of the year count of vehicles, the addition of vehicles during the year and the deletion of vehicles during the year.

Current Hrly Salary	A SPAHRS 6-position numeric field which provides the hourly salary for the current pay salary from the "Chart of Salaries". If the current yearly salary exceeds \$98,304.48, the current hourly salary is derived by the following calculation: (DFA monthly expense for the last pay period * 12 / 2087.1439). Format: 000.00
Current Mnthly Salary	The monthly salary amount indicated on the employee record at the end of the month.
Current Project Budget	The project budget amount including all modifications.
Current Salary Date	A SPAHRS 8-position data field which provides the date of the most recent position change that subjected the employee to the job range control. Format: MM/DD/YY
Current Year Additions	The count of vehicles added during the current fiscal year.
Current Year Count	The sum of the vehicles added and deleted during the current year
Current Year Deletions	The count of vehicles deleted during the current fiscal year.
Current Year Transactions	The cost of any adjustments made to the vehicle during the current fiscal year. Adjustments may be in the form of betterments, additions or deletions.
Current Yrly Salary	The current yearly salary for an employee based on position and level held by the employee.
Data Source	The operational system MERLIN is obtaining their data from. For example, virtually all of the financial subject area information is being obtained from SAAS.
Date Acquired	The date when land is purchased.
Deactivated	The budget amount deactivated by an agency.
Debit Credit Code	Identified with each accounting line recorded in SAAS.
Debt Deductions	A calculated field. Includes all payroll deductions with a category code of DBT in the SPAHRS deduction code table. These would be all payroll deductions that are debt deductions (such as garnishments).
Deduction Category Code	A higher level of grouping that applies to all deduction codes. All deduction codes are assigned to of the following categories - DBT (Debt), INS (Insurance), SVB (Savings Bonds), or MIS (Miscellaneous).
Deduction Code	The five digit code which indicates which vendor is to be paid for the itemized deduction from the employees pay warrant.
Deduction Description	The description associated with each deduction code allowable through the SPAHRS payroll system i.e., HLCSP is the deduction code and the description is PRE-TX ST HLTH C & S
Deferred Earnings	The amount selected by the employee to be placed in a deferred tax plan.
Dictionary Occu Title Codes	A SPAHRS 9-digit numeric field which contains the one-digit Occupational Group Arrangement Code (OGA) for grouping, the four-digit job code of the next downward member of the job family, the four-digit job code of the next upward member of the job family.
Disallowance Amount	A currently inactive field.
Document Action Code	A SAAS field which contains the action code of the document such as E for original entry and M for modification.
Document Description	A SAAS field that contains user-defined information at the document level or will contain the vendor invoice number on a payment voucher.
Dollar Amount	The dollar amount associated with a specific accounting line of a document within SAAS/SPAHRS. Under usual circumstances, credits will be negative and debits will be positive
Earning Category Code	A higher level of grouping that applies to all earning codes. All earnings codes are assigned to one of nineteen numeric categories.
Earning Code	The five digit code associated with the type of earnings earned by an employee for a particular pay period i.e., the earnings code is ADMIN and the description for the earnings code is ADMINISTRATIVE LEAVE WITH PAY.
Earning Description	The description associated with each earning code allowable through the SPAHRS payroll system i.e., the earnings code is ADMIN and the description for the earnings code is ADMINISTRATIVE LEAVE WITH PAY.
Earning/Deduction Code	The five digit code associated with the type of earnings earned by an employee for a particular pay period i.e., the earnings code is ADMIN and the description for the earnings code is ADMINISTRATIVE LEAVE WITH PAY.
Educational Enhancement Cost	Educational enhancement funds are funds in the State Treasury that receive specific tax revenues to support various educational activities. The amount of salaries and fringe costs an agency expends from their educational enhancement funds.
Effective Date	The effective beginning date of the rate for the applicable code, i.e. tax, earning, deduction.
EFT Flag	This field reflects how a vendor has chosen to receive payment from SAAS. A C indicates that the vendor has selected to be paid via Clareons PayMode; an X indicates that the vendor will always be paid via a paper warrant; an A indicates that the vendor will always be paid via electronic funds transfer, EFT (IRS vendors are an example of this selection); a Y indicates that the vendor will be paid via regular EFT; an N indicates that no EFT selection has been made.
EIC	Earned Income Credit is a federal tax plan whereby employees receive credit for taxes paid in on a monthly basis. To qualify, an employee must also meet other federal requirements.
Electronic Funds Transfer	A one character field used to identify funds that are transferred electronically, i.e. E = EFT through State Treasurer, C = Electronic Payment through Paymode and N = Non-EFT.

Employ Perf Appraisal	A SPAHRS 4-digit numeric field which captures the last performance evaluation if not zero.
Employ Perf Appraisal Code	A SPAHRS 1-digit numeric code which identifies the status of EPAS data for this employee (e.g., it is excluded from appraisal, it is agency related, or job related)
Employ Perf Appraisal Date	A SPAHRS 8-position date field which provides the begin appraisal date if EPAS is zero (excluded from appraisal) or the last appraisal date if greater than zero.
Employer FICA	The employers share of social security tax which is paid on behalf of each employee.
Employer Health Ins	The employer paid portion of health insurance.
Employer Life Ins	The employer paid portion of life insurance.
Employer Medicare	The employers share of medicare tax which is paid on behalf of each employee.
Employer Retirement	The employers share of retirement which is paid on behalf of each employee.
Encumbered	The amount obligated by an agency, yet not expended.
Encumbered Amount	The amount obligated against a project or a grant, yet not expended.
Encumbrance	The amount of money encumbered against a grant, i.e. all outstanding purchase orders.
Ending Salary	A SPAHRS 8-position numeric field which provides the yearly end salary of the job range control in effect at the time of the last reclassification or when the position was added. The highest salary at which an employee may be paid at this occupation. Format: 00000.00
Escalations	Budget modification codes within SAAS equal to 01 or 02. These amounts are additional budget authority received due to additional funding being obtained (e.g., federal grant, donations, or endowments).
Estimated Bond Funds	The expected revenue amount by bond funds on the FM document establishing or modifying a grant.
Estimated Fed Funds	The expected revenue amount by federal funds on the FM document establishing or modifying a grant.
Estimated Govt Funds	The expected revenue amount by government funds on the FM document establishing or modifying a grant.
Estimated Loc/Oth Funds	The expected revenue amount by local/other funds on the FM document establishing or modifying a grant.
Evaluation Code	A SPAHRS 1-character field which provides the indicator of status for employee evaluation.
Exclude Code	A SPAHRS 2-digit numeric field that excludes a job from State Service if greater than zero.
Expended Amount	The dollar amount spent against the project or a SAAS contract by an agency or a grant.
Expense Code	A specific five-digit SAAS code assigned to each expenditure. This code directly relates to the expense code name, which provides a description of each expenditure. Examples of expense code names include Data Entry Service or Telecommunications. Expense Code is also known as minor object code.
Expense Type	All expenditures in SAAS are captured according to object class or expense type. The possible expense types are: PERSONAL SERVICES-SALARIES, PERSONAL SERVICES-TRAVEL, CONTRACTUAL SERVICES, COMMODITIES, CAPITAL OUTLAY-OTHER, CAPITAL OUTLAY-EQUIPMENT, SUBSIDIES,LOANS AND GRANTS
Expensed Amount	The dollar amount from all expenses charged against a project or charged to a grant.
Expense/Tax Indicator	Indicates whether the earning code associated with this line amount is for a travel expense/payroll earning code (E) or for state taxes, federal taxes or employees share of social security or medicare (T) for travel. In payroll table, this is a (1) for earnings, (2) for pretax deductions, (3) taxes and a (4) for after-tax deductions
Expiration Date	The effective ending date of the rate for the applicable code, i.e. tax, earning, deduction.
Exp/Rev Ind	One-character indicator, E (Expense) or R (Revenue), that identifies whether the Federal Aid Inference Table (FAIT) entry is to be used by expense or revenue documents.
Fair Labor Standards Act	A SPAHRS 1-character field which denotes the declaration of the position by the agency as to its exemption from or non-exemption to the FLSA overtime standards.
FDBA Enc Amt	A SAAS field in the FDBA table that reflects an agency fund encumbrances.
Fed Agency Code	The two-digit federally assigned code that is associated with the federal agency name.
Fed Agency Name	The name of the federal grantor.
Fed Agency Short Name	Identifies the abbreviated name that will appear on reports when space is minimal.
Fed Aid Close Date	The last date for which transaction can post to a grant. After the close date, only cash receipts may be entered to a grant.
Fed Aid Description 1	A description of a grant.
Fed Aid Description 2	A description of a grant.
Fed Aid End Date	The ending date of a grant
Fed Aid Number	Contains the federal aid (grant) number associated with a specific transaction. The federal aid number is inferred from the SAAS reporting category.
Fed Aid Start Date	The beginning date of a grant.
Fed Aid Title	A description that identifies the grant.

Fed Appr Number	The federal code connecting the grant to a federal appropriation.
Fed CMIA Amt	A MERLIN calculated field obtained from SAAS BBAL table. This field consists of current year federal CMIA receivable (BS account 12404) and prior year federal CMIA receivable (BS account 12405). This information is provided in MERLINS Executive Cash view.
Fed Disbursements	Total amount of payment vouchers which have been written against a grant.
Fed FY Start Period	The calendar month that represents the start of the federal fiscal year.
Fed Grant	A SAAS field on the RPTG table which indicate federal grant reporting, i.e. Y= Yes and N = No.
Fed ID Number	The federal identification number.
Fed Program Name	The name of the federal grant that is associated with the Catalog of Federal Domestic Assistance (CFDA) number.
Federal Agency	A two-digit federal assigned code used to identify the Federal Agency Name.
Federal Aid Charges	Indirect charges recorded on a SAAS FX document against a grant.
Federal FTE Positions	The number of positions funded by the grant classified by one or more of four types of revenue funding a grant.
Federal Funded Amount	The dollar amount of the project funded by the federal government.
Federal Grant Award Number	The grant/award number as provided by the federal granting agency in the federal award document. This number may be up to 25 alphanumeric characters.
Federal Tax	The dollar amount deducted from employee salaries for the payment of federal tax.
FICA	The social security tax which is deducted from each employee pay.
Filtering	Filtering retrieves only the information important to you and eliminates unnecessary data. The data base the report information is being pulled from houses millions of records, and the amount of data you are allowed to retrieve is limited to 1000 rows. With this in mind, it is easy to see the importance of thinking through what information you want before you begin. For example, do you want information for a specific Budget Year, Accounting Month, Agency, Fund Number, Major Object Code etc...?
Final Appropriation Amount	The year-to-date sum of the original appropriation amount and all budget modifications entered in a SAAS budget year.
First Name	A SPAHRS 14 character field which contains the employees first name.
Fiscal Month	A two digit numeric for the fiscal months, i.e. 07 for July, and 08 for August.
Fiscal Year	The twelve accounting periods between July 1 and June 30 of the following year.
Fiscal Year to Date Adjusted Gross Pay	Total pay calculated for hours worked by a contract worker for the Fiscal Year.
Floors	Provides information on how many floors are in a building.
Fringe	Employer paid benefits for employees, i.e. social security employer share, state health and life insurance employer portion
FT Avg Annual Salary	A SPAHRS 8-position numeric field that is the computed average salary of full-time employees in positions with this job code.
FT/PT Indicator	Depicts whether or not an employee is in a full or part time position.
Function of Government	The grouping of appropriated expenditures by function categories. This grouping of expenditures is done by LBO on an annual basis. The budget function is maintained in SAAS under the FDFN table.
Function Program Code	A SAAS field from the FUNP table with valid values of B, G or blank.
Function Program Name	Description of the function program assigned to a fund from the SAAS FUNP table.
Fund Govt Wide Ind	A SAAS field located on the FUND table with valid values of B, G or blank.
Fund Grp Type	A group of related expenditures maintained in SAAS as: General funds- 2000 funds, Special funds- 3000 funds, Education Enhancement funds- 4000 funds, and Eight thousand funds- 8000 funds.
Fund Name	Description of SAAS funds.
Fund Number	A SAAS four-character field assigned to each fund. A fund is a self balancing set of records (assets, liabilities, revenues, expenditures, and fund balanc) maintained separately in the State Treasury and noted in the accounting line of the transaction.
Fund Source	Source of funds: F = Federal Funds, G = General Funds, and O = Other Funds (such as Fees).
Fund Type	A group of related expenditures maintained in SAAS as: General funds (2000 funds), Special funds (3000 funds), Education Enhancement funds (4000) funds, and Eight thousand funds (8000 funds).
Fund Type (SPAHR)	A one character alpha field which indicates if the dollar amount is from general (G), special (S) or educational enhancement (E) funds.
GAAP Adjustment Indicator	A indicator stored in MERLIN that tells whether a specific transaction is a GAAP adjustment. GAAP adjustments are made at year end by the Auditor Office, normally in the thirteenth accounting period.
GAAP Rev Amt	The total dollar amount of revenue for account type 32 (GAAP Revenue).
General Fund Cost	Salary and fringe costs paid out of the general funds. General funds are funds authorized by the legislature and appropriated to state agencies.
Geographic Location	A code that identifies the geographical location where the employee is assigned to work, i.e. physically located. This code can be used for sorting warrants, leave reports, or reporting time.
Gov Funded Amount	The dollar amount of the project funded by the state government.
Govt FTE Positions	The number of positions funded by the grant classified by one or more of four types of revenue funding the grant.

Gross Square Ft.	Provides the gross square footage in a building.
Grouping	Grouping allows you to retrieve information grouped by common values without showing the detail. Grouping can help answer specific questions; for example, you can use the total grouping operation to calculate total expenditures by Major Object Code, for an Agency, for a Budget Year. Note: You can not sort and group on the same query, only one option is allowed.
Head Count	The number of State employees paid, counted by unique Social Security number. This information is obtained on a monthly basis from the DFA payroll tape and SPAHRS.
Hire Date	A 8 position date field which provides an employee state service date of hire. For a vacant position, this date is the last date the position was filled. Format MM/DD/YY
IHL Name	Names of the universities and institutions which fall under the purview of the Institutions of Higher Learning (IHL)
Improvement Nbr	The unique number assigned for a land improvement.
In Service Max Salary	A SPAHRS 8-position numeric field which provides the maximum yearly salary to which the current yearly salary can move to for the purpose of inservice.
Insurance	A payroll field which provides the amount of insurance (life and health) deducted from a specific employee salary.
Insurance Deductions	A calculated field. Includes all payroll deductions with a category code of INS in the SPAHRS deduction code table that are not accounted for in the State Health Ins or the State Life Ins fields.
Inventory Nbr	The unique indentifer for all property items.
Investment Amt	A MERLIN calculated field obtained from SAAS BBAL table. It includes Certificates of Deposits (bs accounts 10130 and 10131) and the following investments (bs classes): Investments - Held Under Rev Rep, Investments-Short Term, Investments-Long Term. This field is used in the MERLIN Executive Cash Views.
Job Category	A one character alpha field which has been assigned to a job to classify what type job it is, i.e. A = Office/Administrative, B = Professional, C = Technical Support, D = Protective Services, E = Para-professional, F = Office/Clerical, G = Skill/Craft, H = Service/Maintenance
Job Category Title	A SPAHRS 17-character field associated with the Job Category.
Job Code	A four digit numeric field which has been assigned to each job under the purview of SPAHRS, i.e. 0002 = ACCOUNTANT/AUDITOR I; 0004 = ACCOUNTANT/AUDITOR II; 0005 = ACCOUNTANT/AUDITOR III
Job Name	The description assigned to a SPAHRS job code.
Job Status Code	A 1-digit SPAHRS numeric field which indicates the most recent status. The codes are: 1-permanent state service, 2-indefinite probationary, 3-probationary, 4-nonstate service
JV Sent to SAAS	The date the SPAHRS journal voucher, JV, transaction was submitted to SAAS
Land Improvement Date	The date indicating when modifications or improvements were completed to land.
Last Action Date	The last date any activity occurred against the warrant, i.e. date warrant cleared, date warrant was voided. Also, the last date a transaction update to the SAAS AGFA table for a grant.
Last Name	A SPAHRS 14 character field which contains an employees last name.
Letter of Credit Amount	The dollar amount of the letter of credit.
Letter of Credit Number	The identifying code of a letter of credit connected to the grant.
Liability Obj Code	The five-digit SAAS balance sheet account code assigned to each tax expenditure for payrolls in SPAHRS.
Line Action Code	An I in the field indicates that an increase modification to the original document has occurred and a D in the field indicates that a decrease modification to the original document has occurred.
Line Description	SAAS field which provides a description of a specific accounting line.
Line Number	SAAS field which contains the line number of within a document (i.e. if there are 10 lines of accounting detail, there should be line numbers 01 to 10 in the general ledger). Accounting entries are made in SAAS at the line level, so typically a debit record and a credit record will exist for a specific line number.
Local FTE Positions	The number of positions funded by the grant classified by one or more of four types of revenue funding the grant.
Location Code	SAAS field which contains the physical location from which a payment is made. This field is used by those agencies who use SAAS as their primary accounting system (online users).
Location Name	Description of location code/type
Location Type	SAAS field which references if the payment was made to a governmental agency, i.e. city or county
Longevity Pay	A SPBM 7-position numeric field which provides the amount of longevity pay authorized for payment to this employee during the fiscal year. Format: 0000.00
Maintenance Cost	The annual cost for maintenance of motor vehicles.
Major Fed Aid Number	An identifying number which denotes a relationship between different grants.
Major Obj Code	A two-digit code that is the highest expenditure classification level recorded in SAAS. Agencies normally must budget and are appropriated by a major object code. The SAAS general ledger field is called object class.

Major Obj Code Name	Description of each major object code.
Major Object Code	A two-digit code that is the highest expenditure classification level recorded in SAAS. Agencies normally must budget and are appropriated by a major object code. The SAAS general ledger field is called object class.
Manufacturer	The maker of a motor vehicle or non-vehicle property item.
Master Agency Nbr	A six digit SPAHRS field used to identify an SPAHRS Master Agency.
Master Agency Nm	A SPAHRS field which provides the name of each State agency at the highest level.
Match Budget Year	SAAS field which contains the fiscal year of the document that was matched against (i.e., pv matches against po)
Match Transaction Agency Nbr	SAAS field which contains the transaction agency of the document that was referenced and matched against (i.e., pv matches against po)
Match Transaction Code	SAAS field which contains the transaction code of the document that was referenced and matched against (ie., pv matches against po).
Match Transaction Date	SAAS field which contains the transaction of the document that was matched against (i.e., pv matches against PO)
Match Transaction Number	SAAS field which contains the transaction number of the document that was referenced and matched against (i.e., pv matches against po).
Max Pay Salary	A SPAHRS 8-position numeric field which provides the maximum yearly salary to which the current yearly salary can move to for this employee in the current occupation. Format: 00000.00
Maximum Salary	The Maximum Salary allowed for an occupation according to the State Personnel Board.
Medicare	The portion of an employee wages set aside for medicare tax.
Medicare Tax	The portion of an employee wages set aside for medicare tax.
Meeting Purpose	The reason for the travel, i.e. meeting, conference.
Middle Name	A SPAHRS field which contains an employees middle name and name suffix. In the travel summary table, there are two separate fields for middle name and name suffix.
Minor Obj Code	A specific five-digit SAAS code assigned to each expenditure. This code directly relates to the minor object code name, which provides a description of each expenditure. Examples of minor object code names include Data Entry Service or Telecommunications.
Minor Obj Code 1099 Ind	Indicates whether or not the object code requires a 1099. If this field is blank, then the object code has not been established as requiring a 1099. Otherwise, the field will contain a two digit number which states which field on the 1099 form the amounts are to be reported.
Minor Obj Code Name	A specific SAAS alpha field providing a description of the related expenditure. Examples of minor object code names include Data Entry Service or Telecommunications. The Minor Object Code Name is directly related to the Minor Object Code Number.
Minor Object Code	A specific five-digit SAAS code assigned to each expenditure. This code directly relates to the minor object code name, which provides a description of each expenditure. Examples of minor object code names include Data Entry Service or Telecommunications.
Minor Object Code Name	A specific SAAS alpha field providing a description of the related expenditure. Examples of minor object code names include Data Entry Service or Telecommunications. The Minor Object Code Name is directly related to the Minor Object Code Number.
Miscellaneous Deductions	A calculated field. Includes all payroll deductions with a category code of MIS in the SPAHRS deduction code table. These would be all payroll deductions that are debt deductions (such as credit union).
Month	Calendar month of the year in which SAAS transactions occurred.
Monthly Revenue Amount	The amount of general fund revenue taxes collected for an accounting month.
Months	The number of months for which a position is established. If the months are less than 12, then the employee is considered a part time employee.
Name Suffix	A SPAHRS field which contains an employees name suffix, i.e. Jr. Sr.
Net Pay	A payroll field which provides the total pay (after deductions) of a specific employee.
Non Bud Enc	Encumbrances (account type 21) which are stored in MERLIN as nonbudgeted. An encumbrance was determined as nonbudgeted if a budget was not established on SAAS FDBT table and the appropriation unit did not fall into the 8000 number range. Note: If an agency received a lump sum appropriation, but still established budgets on SAAS FDBT table, their encumbrances would be reflected in MERLIN as budgeted.
Non Bud Exp	Expenditures (account type 22 and 23) which are stored in MERLIN as nonbudgeted. An expenditure was determined as nonbudgeted if a budget was not established on SAAS FDBT table and the appropriation unit did not fall into the 8000 number range. Note: If an agency received a lump sum appropriation, but still established budgets on SAAS FDBT table, their expenditures would be reflected in MERLIN as budgeted.
Non Bud Oth Exp	GAAP adjustment expenditures and/or non cash expenditures (account type 24 and 80) which are stored in MERLIN as nonbudgeted. An encumbrance was determined as nonbudgeted if a budget was not established on SAAS FDBT table and the appropriation unit did not fall into the 8000 number range. Note: If an agency received a lump sum appropriation, but still established budgets on SAAS FDBT table, their encumbrances would be stored in MERLIN as budgeted.
Non Bud Pre Enc	Pre encumbrances (account type 20) which are stored in MERLIN as nonbudgeted. A pre encumbrance was determined as nonbudgeted if a budget was not established on SAAS FDBT table and the appropriation unit did not fall into the 8000 number range. Note: If an agency received a lump sum appropriation, but still established budgets on SAAS FDBT table, their pre encumbrances would be stored in MERLIN as budgeted.

Number Employees	A SPAHRS 4-digit numeric field which provides a count of the non-terminated employees using this job code.
Number of Orders	A counter which contains the number of price agreement (PG, SC, CS) transactions accepted by the system for this price agreement to date.
Number Paid	This field is used with the MERLIN.net Click and Run Reports.
Number Positions	A SPAHRS 4-digit numeric field which provides the count of the number of active positions using this job code.
Obj/Rev Class	A three digit character that requires either an object class or revenue class dependant on the expense revenue indicator. Note: An object class is only required if the federal aid object class option is set to 'Y' on the FAGY table. A revenue class is only required if the federal aid revenue class option is set to 'Y'.
Occupation	The description assigned to a SPAHRS job code.
Odometer Reading	The actual mileage reading on the motor vehicle's odometer.
Org Cd	A SAAS four-digit code that is utilized by online SAAS agencies. This code is used to track the agency's financial data based on that specific agency's organizational structure. An agency may use organizations to track performance measurement program-based budgeting.
Org Cd Name	Description of organization code.
Orig Budget	The budget amount approved by the legislature prior to any modifications.
Orig Project Budget	The project budget amount prior to any modifications.
Original Appropriation Amount	The appropriation/budget amount approved by the legislature prior to any modifications.
Original Budget Amount	The budget amount coded on the initially processed FM document for the grant by reporting category.
Original Useful Life Years	Represents the original useful life for a depreciated property item
Oth Bud Mod	Modified amounts which are coded to one of the following SAAS budget modification codes: 07, 12, 13, 14, 15, 16, 17, 18, 19, 20, 99.
Oth Funds Amt	TBD
Other Budget Modifications	Adjustments to the original appropriation amount which occur in relation to errors in entering the original amount, budget reductions required at a state level, allotment rollovers and transfers between expenditure categories. These adjustments are entered in SAAS using one of the following budget modification codes: 03, 04, 05, 06, 07, 12, 13, 14, 15, 16, 17, 18, 19, 20, and 99.
Other Deductions	Any other deductions withheld from employee salaries not to include federal and state tax, state retirement, social security, medicare tax, employee share of state life and health insurance payments, or deferred earning deductions.
Other Funded Amount	The dollar amount of the project funded by other sources.
Outstanding Budget Authorized	A calculated field which provides the balance of Annual Appropriation Amount - (Actual YTD Expenditure - Encumbered)
Outstanding Budget Authority	A MERLIN calculated field which takes the total appropriations subtracts the total expenditures, the total encumbrances and the total pre encumbrances.
Part/Full Time Ind	A one character field which depicts whether the position is full time or part time.
Pay Date	The date the warrant or EFT is released.
Pay Frequency Code	A code assigned to each state employee to reflect the frequency of pay received, i.e. 1 = Monthly, 2 = Semi Monthly, 3 = Supplemental, 4 = Additional Compensation, 5 = Bi Weekly, 6 = Annual Leave, 8 = Adjustments, M = Monthly, S = Semi Monthly, P = Supplemental, B = Bi Weekly, W = Weekly, R = Semi Monthly - Non-Delayed, X = Legislative Travel, K = Contractor
Pay Period Hours	All hours that are reflected on an employee timesheet, i.e. regular, comp, leave).
Payroll Accounting Date	The date the pay period is expensed in SAAS.
Payroll End Date	The ending date of the timeframe that the employee is being paid for on the associated warrant.
Payroll Run Nbr	A nine-digit SPAHRS system generated number used to track for payroll processing, i.e. 000000123
Payroll Start Date	The beginning date of the timeframe that the employee is being paid for on the associated warrant.
Per Diem Amount	The amount of contract money requested for expenditures allocated to daily allowances for expenses.
Perm/Time Limited Ind	A one character field that indicates whether the position is a permanent or time limited position. Permanent positions are indicated with a P. Time limited positions may have a C for time limited CETA, a G for time limited grant, an O for time limited other, a R for time limited CETA Grant or a 6 for time limited CETA VI.
Person ID Nbr	A nine digit number for tracking a person in SPAHRS. Once a person is an employee of the State of Mississippi and paid via SPAHRS, they are associated with this particular number, regardless of whether or not they change agencies. This field is also referred to as the PID number.
Person Payroll End Date	The ending date of the transaction pay cycle employee pay details. In some cases, this date will differ from the payroll end date, i.e. supplemental pay warrants/EFTs.
Personal Service Amount	The amount of money requested for personnel salaries.
Phase	This SAAS field further defines a project by containing the eighth digit of the project code identified on the transaction. If this field is not coded, it will be blank. This field is currently only use by agencies who utilize SAAS as their primary accounting system.
Phase Const Ind	The indicator that reflects whether a project is in a construction phase.
Phase Description	The description of each phase for a project.
Phase Short Description	A short description of the phase.

Phone Number	The phone number for the contact at the agency who issued the warrant
Physical Location	The physical location of land or a land improvement.
PIN	A SPAHRS 4-digit numeric field which is used to identify a position.
PIN/WIN	A SPAHRS 6 digit numeric field which is used to identify a position. PINs are for state employees and WINs are for contract workers or board members.
Position Date	A 8-position SPAHRS date field which provides the effective date the employee entered the position. Format MM/DD/YY
Position End Date	A SPAHRS 8-position date field which provides the end date of the position due to a funding limitation. It is required on a time limited position and is not allowed on any other type position. If present, the last day of the month is assumed. Format: MM/DD/YY
Preliminary Indicator	A one character field with valid values of F for final and V for void.
Primary Cat Code	Intermediate category codes that provide for a motor vehicle item a more descriptive category and primary use of the motor vehicle, CV, cargo van, MD, medical/health. For non-vehicle items, reporting agency may use this field as needed.
Principle Use	A description providing the official purpose of the building. Ex. Monument, Office, Support
Privacy Flag	A code assigned to indicate the level of confidentiality given to name/address of payee, i.e. Y = Confidential and N = Non-Confidential.
Program Number	The number assigned to a particular program by SPAHRS.
Project	A SAAS five-digit code that agencies can use to track projects. (Only those agencies who use SAAS as their primary accounting system use this field.) Agencies currently use the project code for: 1) internal programs 2) building projects and/or 3) grant activity.
Project Charge Amount	The indirect non-accounting charges against the project.
Project Code	A SAAS five-digit code that agencies can use to track projects. (Only those agencies who use SAAS as their primary accounting system use this field.) Agencies currently use the project code for: 1) internal programs 2) building projects and/or 3) grant activity.
Project Description	The description of each project as established by the agency.
Project End Date	The date field which provides the ending date of the project.
Project Manager	The name of the person managing the project.
Project Start Date	The date field which provides the beginning date of the project.
Project Status	The SAAS field that gives the status of the project, whether it is open (O) or closed (C).
Projection Percent	TBD
Promotion Max Salary	A SPAHRS 8-position numeric field which provides the maximum yearly salary to which the current yearly salary can move to for the purpose of promotion. Format: 00000.00
Property Address	The street and mailing address of the property.
Property Agency Nbr	A three-character field that distinguishes the property agency owner.
Property Category Code	The code that is used to determine useful life and salvage value of a property item. A property category code of CE, computer equipment, has a useful life of one year.
Property City	The name of the city where the property item is located.
Property County	The name of the county where the property item is located.
Property Description	The description of a property item or property improvement.
Property Location Code	A code used by agencies that identifies the location of a property item. Ex. EOC
Property State	The name of the state where the property or land is located.
Property Transaction Date	A date generated by MERLIN that represents when a property item is added, deleted, or adjusted.
Property Use Code	A one-character field providing the intended use of the property item, i.e. 1, Administration; A, Dormitories
Property Zip Code	The zip code of where the property or land is located.
Provider Address Ind	TBD
Provider Bill Due	The provider bill due field will contain a valid asset balance sheet account code when the provider bill type = D.
Provider Bill Type Code	The provider bill type code specifies the billing type for providers. If a provider bill type code = D (a due to/due from) then provider types = U or S. If a provider bill type code = R (receivable) and the provider type = P or O.
Provider City/State	A SAAS field which designates the provider city and state.
Provider Fund	For all providers with a provider type code = S; then it is required to complete this field with the appropriate fund number.
Provider Name	Description for provider code
Provider Name - PROV	Description for provider code from the PROV (provider table in SAAS).
Provider Nbr	SAAS field which contains the first 10 characters of the provider code associated with the transaction. Agencies who utilize SAAS as their primary accounting system use this code for billing purposes.
Provider Nbr - PROV	SAAS field which contains the first 10 characters of the provider code associated with the transaction provided from the PROV (the provider table in SAAS). Agencies who utilize SAAS as their primary accounting system use this code for billing purposes.

Provider Type Code	Indicates what type group a business belongs to: O for Other Government Entity; P for Private Business; U for College/University; S for State Agency.
Provider Zip Code	A SAAS field which designates the provider zip code.
PS and Travel FICA Amount	The amount of contract money requested for personnel services benefits, travel and subsistence FICA.
Quantity	The total quantity of each commodity code that may be purchased from a vendor.
Race	A SPAHRS 1-character field which identifies the employee race category. The race categories are: 1-American Indian, 2-White, 3-Hispanic, 4-Black, 5-Asian
Range Control	A SPAHRS 1 digit numeric field which counts the range spread occurrences containing usable data.
Range Effect Date1	A SPAHRS 8-position date field that is the effective date of the END1 and START1. Job codes always become active on the first of the month.
Range Effect Date2	A SPAHRS 8-position date field that is the effective date of the END2 and START2. Job codes always become active on the first of the month.
Range Effect Date3	A SPAHRS 8-position date field that is the effective date of the END3 and START3. Job codes always become active on the first of the month.
Range End Sal 1	A SPAHRS 8-position numeric field which provides the yearly end salary for the job range control in effect at the time of the last reclassification or when the job was added. The highest salary at which a fulltime employee may be paid in this job code.
Range End Sal 2	A SPAHRS 8-position numeric field which provides the yearly end salary for the job range control in effect at the time of the last reclassification or when the job was added. The highest salary at which a fulltime employee may be paid in this job code.
Range End Sal 3	A SPAHRS 8-position numeric field which provides the yearly end salary for the job range control in effect at the time of the last reclassification or when the job was added. The highest salary at which a fulltime employee may be paid in this job code.
Range Start Sal 1	A SPAHRS 8-position numeric field which provides the yearly start salary for the job range control in effect at the time of the last reclassification or when the job was added. The lowest salary at which a fulltime employee may be paid in this job code.
Range Start Sal 2	A SPAHRS 8-position numeric field which provides the yearly start salary for the job range control in effect at the time of the last reclassification or when the job was added. The lowest salary at which a fulltime employee may be paid in this job code.
Range Start Sal 3	A SPAHRS 8-position numeric field which provides the yearly start salary for the job range control in effect at the time of the last reclassification or when the job was added. The lowest salary at which a fulltime employee may be paid in this job code.
Realign Max Salary	A SPAHRS 8-position numeric field which provides the maximum yearly salary to which the current yearly salary can move to for the purpose of realignment. Format: 00000.00
Reallocation Run Nbr	A nine-digit SPAHRS system generated number that indicates if the person payroll record has been reallocated to a different accounting coding block.
Reapprop	SAAS budget modification code of 22. A reappropriation is an appropriation made by the Legislature which appropriates an unexpended budget amount of a previous years appropriation.
Reappropriations	A reappropriation is an appropriation made by the Legislature which appropriates an unexpended budget amount of a previous year appropriation. (SAAS budget modification code of 22.)
Received Date	Date goods were received by agency. If the agency fails to complete this field, the acceptance date is inserted as a default.
Record Date	A SAAS field which reflects the day the transaction was entered into the system.
Ref Line Number	A SAAS field which contains the individual line reference of the referenced document.
Ref Transaction Agency Nbr	A SAAS Field which contains the agency code of the referenced document.
Ref Transaction Code	A SAAS field which contains the document type of the referenced document (i.e. payment vouchers reference purchases).
Ref Transaction Number	A SAAS field which contains the document transaction number of the referenced document (i.e. payment vouchers reference purchases).
Refund Indicator	A flag depicted by a R on all detail transactions which indicate a refund of deductions was prepared for the employee.
Register Code	A SPAHRS 1-character field which indicates the category of applicants to select from to fill the positions that use this job code.
Renovation Cost/Value	The cost or value of renovations to a building.
Renovation Useful Life Years	The number of useful life years associated with a renovation to a depreciated property item.
Report Date	The month and year an item is acquired, purchased or donated
Report Nbr	The sequential number used by the reporting agency to identify the addition report as provided to the State Property Office.
Reserved	Appropriation freezes as mandated against the current budget year (SAAS budget modification code 30).
Restricted Flag	A system generated one character field that contains (*) if there is at least one agency on the Price Agreement Security Table (PASC) relating to the price agreement. If the field contains (*), then only agencies listed on the PASC table may order under this price agreement.
Retirement	A payroll field which provides the amount of retirement contributions deducted from an employee salary.
Rev Amt	The dollar amount of revenue received either by the general fund an an agency.
Rev Cat Cd	A two digit numeric field which further defines revenue and assigns a category for the revenue within a revenue type, i.e. 40 = TAXES; 41 = LICENSES, FEES & PERMITS; 43 = FEDERAL GRANTS
Rev Cat Nm	Description of revenue category code.

Rev Class Cd	A three digit numeric field which expands revenue types and categories further and assigns a class for revenue, i.e. 195 = RENT INCOME/MISC; 197 = RENT INCOME/TAXES-O; 200 = RENT INCOME/OTHER FEES
Rev Class Nm	Description of revenue class code.
Rev Source Cd	A five-digit SAAS code that records revenue. SAAS captures this data for all state agencies.
Rev Source Name	Description of revenue source code.
Rev Typ Cd	A two digit numeric field which assigns all revenue to a type, i.e. 01 = REVENUE FROM FEDERAL GOVT; 02 = REVENUE FROM STATE GOVT
Rev Typ Nm	Description of revenue type code.
Revenue Category Name	Description associated with the revenue reporting category code, which is a one digit numeric field which rolls revenue groups up into categories for reporting purposes, i.e. 0 = SALES TAX; 1 = INDIVIDUAL INCOME TAX; 2 = CORPORATE INCOME TAX; 3 = USE TAX; 4 = INSURANCE PREMIUM TAX; 5 = TOBACCO, ABC, & BEER; 6 = OIL & GAS SEVERANCE TAX; 7 = GAMING;8 = OTHER TAX COMMISSIONS; 9 = OTHER THAN TAX COMMISSION; E = CHARGED IN ERROR
Rptg Cat Cd	A SAAS field normally used to track expenditures by federal grant line items. These reporting categories summarize up to a grant amount; the grant amount corresponds with a federal aid number. This federal aid number can be tied to a CFDA number. Online agencies and agencies with federal moneis that fall under cash management requirements use this reporting category.
Rptg Cat Cd Name	A description of the reporting category code.
RPTG Category Code	A SAAS field normally used to track expenditures by federal grant line items. These reporting categories summarize up to a grant amount; the grant amount corresponds with a federal aid number. This federal aid number can be tied to a CFDA number. Online agencies and agencies with federal moneis that fall under cash management requirements use this reporting category.
RPTG Category Name	A description of the reporting category code.
RPTG Name	A description of the reporting category code.
Salary Cost	Expenditures incurred by an agency for wages/salaries for the agency employees.
Salvage Percent	This number represents the lowest book value of a depreciated property item.
Savings Bond Deductions	A calculated field. Includes all payroll deductions with a category code of SVB in the SPAHRS deduction code table. These would be all payroll deductions that are debt deductions (such as purchase of a savings bond).
School District Name	Names of the school districts which fall under the purview of the Department of Education.
Secondary Cat Code	The minor codes that provide for a motor vehicle item the cylinder, passenger capacity, body style or the tonage. For non-vehicle items, reporting agency may use this field as needed.
Sequence Number	A trip can possibly have multiple vouchers against the trip, therefore, the SPAHRS system assigns a number to track the number of vouchers/advances issued against the trip and refers to it as the sequence number.
Serial Nbr	The unique identifier assigned by the maker for a non-vehicle property item. For motor-vehicle property items, this field provides the Vehicle Identification Number (VIN).
Service Type	A two-digit SPAHRS number for the service status, i.e. state or non-state service, of a particular position, occupation (job classification) or agency.
Set By Status	TBD
Sex	A 1 character SPAHRS field wich identifies the employee sex category. M = male, F = female.
Sorting	Sorting allows you to organize how the data is presented. Sorting specifies which column will be sorted in ascending order in the final report. Note: You can not sort and group on the same query, only one option is allowed.
Source of Funding	Short name for federal agency name.
SPAHRS Organization Code	An organization code maintained by SPAHRS which allows an agency to specify the organizational placement of the position.
Special Fund Cost	Salary and fringe costs paid from special treasury funds. Special treasury funds are funds deposited with the State Treasurer whose revenues are from special sources other than the State general treasury fund.
SS Tax	The social security tax which is deducted from each employee pay.
SSN	The nine digit social security number which is associated with every State employee.
Standby Callback	A SPAHRS 1-character field which provides whether call-back or stand-by pay is authorized for this job class. C = call-back and stand-by pay is authorized for this job class, space = not authorized
Starting Salary	A SPAHRS 8-position numeric field which provides the yearly start salary of the job range control in effect at the time of the last reclassification or when the position was added. Format: 00000.00
State Cost	Salary and fringe costs incurred by community and junior colleges which are reimbursed by funds received from the State.
State Health Ins	A payroll field which provides the amount of state health insurance deducted from a specific employee salary.
State Life Ins	A payroll field which provides the amount of state life insurance deducted from a specific employee salary.
State Tax	A payroll field which provides the amount of state taxes deducted from a specific employee salary.
State Unemployment	The amount paid by the employer which is directed to the state unemployment fund. This is not currently being used in SPAHRS.

Status	The status of the warrant may be O for open, V for void, T for one year old cancelled warrant and C for cleared. Also, a two-letter code from the Federal Aid Status Table (FAST) that is input on the SAAS FM document establishing or modifying a grant.
Status After Approvals	The status of SAAS approvals applied by the user at the appointed date and time.
Status Before Approvals	The status of SAAS approvals prior to the user opening the document and assigning their own approvals.
Status Begin Date	A SPAHRS 8-position date field which provides the begin date of the employee status as indicated by the evaluation code. Format: MM/DD/YY
Status Date	A SPAHRS 8-position date field which provides the begin date of the employee status as indicated by the evaluation code. Format: MM/DD/YY
Status Description	The name associated with the character/code depicting the status of a Bureau of Buildings capital project - A (active), B (furniture and equipment), C (closed) or D (cancelled).; A description that identifies the name associated with the assigned Federal Aid Satus Code.
Status Short Name	Identifies the abbreviated name that will appear on reports when space is minimal.
Sub Obj Code	The lowest level of expenditures captured in SAAS. This code can only be used by those agencies who use SAAS as their primary accounting system.
Sub Obj Name	Description of sub object code.
Sub Object Code	The lowest level of expenditures captured in SAAS. This code can only be used by those agencies who use SAAS as their primary accounting system.
Sub Org Cd	Contains a further breakdown, within SAAS, of an agencys organization structure. This field can only be used by those agencies who use SAAS as their primary accounting system.
Sub Org Code	Contains a further breakdown, within SAAS, of an agencys organization structure. This field can only be used by those agencies who use SAAS as their primary accounting system.
Sub Project	A SAAS field which further defines a project and contains the 6th and 7th digits of the 8 digit project code. This field can only be used by those agencies who use SAAS as their primary accounting system.
Sub Project Description	A specific SAAS alpha field providing a description of the Sub Project.
Sub Rev Src Cd	The lowest level of revenue information captured in SAAS. This field can only be used by those agencies who use SAAS as their primary accounting system.
Sub Rev Src Code	The lowest level of revenue information captured in SAAS. This field can only be used by those agencies who use SAAS as their primary accounting system.
Sub Rev Src Name	Description of sub revenue source code.
Subsidies Amount	The amount of contract money requested for subsidies, loans, and grants.
System User Id	A system generated identification number.
Tax Code	The five digit code associated with the type of tax paid by an employee or an employer for a particular pay period i.e., the tax code is MCARE and the description for the tax code is MEDICARE.
Tax Description	The description associated with a five digit tax code paid by an employee or an employer for a particular pay period i.e., the tax code is MCARE and the description for the earnings code is MEDICARE.
Terminal Id	A four character code that is system generated.
Test Status	A SPAHRS 1-character field that indicates the status of testing requirements or the type of test required for this field
Time Type Code	A SPAHRS 1-character field which indicates whether this agency is a time-limited agency and the particular type of time limitation as applicable. Type Codes are: G=Grant, C=CETA, 6=CETA VI, P=Permanent, O=Other
Total Accrued Funds	The total amount of accrued funds from the four types of accrued revenue funding sources.
Total Approp	A MERLIN calculated field which takes the original budget and subtracts/adds any escalations, transfers, add appropriations, reappropriations, other budget modification codes, reserved and budget cuts. The original budget and all modifications are obtained from SAAS.
Total Collected Funds	The total amount of collected funds from the four types of collected revenue funding sources.
Total Estimated Funds	The total amount of estimated funds from the four types of estimated revenue funding sources.
Trade/Sale Value	The value received from the trade or sale of a property item.
Transaction Agency	A SAAS field which reflects the agency code for the agency that created the transaction. The agency number is part of the transaction identification.
Transaction Agency Code	A SAAS field which reflects the agency code for the agency that created the transaction. The agency number is part of the transaction identification.
Transaction Code	A two-digit SAAS field assigned to represent each transaction type (i.e. PV, JV, CR). This code denotes the type of transaction that created the ledger entry.
Transaction Date	The date a transaction was accepted into the SAAS system and posted against the general ledger.

Transaction Number	A unique SAAS code that identifies each transaction. This number, along with Trans-Number-Agency and Trans-Code, creates a unique combination of codes that uniquely identifies the document.
Transfers	SAAS budget modification codes of 03, 04, 05, and 06. 03 is used to record transfers between expenditure categories. 03 transfers spending authority between expenditure authority but does not change the total appropriation and may not change the allotment. 04 transfers spending authority between allotment periods but maintains the same major object codes (expense types). 05 transfers spending authority between allotment periods and different major object codes (expense types). 06 transfers spending authority between an agency's division. Only certain agencies are allowed to use this code.
Transparency Flag	A one character field used to indicate that executed contracts have been added to the Award/Contract Interface. Ex. N - A contract document was approved and awarded; Y - an executed contract has been uploaded to the Award/Contract Interface; X - a contract document is not required.
Travel Code	A trip is identified as generic (GENRC) or specific (SPECF). Generic trips, are generally for in-state travel, and specific trips are generally for out-of-state and out-of-country.
Travel Destination	The location (city, state, country) of the trip.
Travel Meeting Title	The name associated with the meeting or conference.
Travel Type	SPAHRs designates travel as one of three types: in-state (0), out-of-state (1), and out-of-country (2).
Travel/Sub Amount	The amount of contract money requested for travel and subsistence.
Treasury Amt	Cash at Treasury balance obtained on a daily basis from SAAS's BBAL table.
Trip From Date	The start date of the trip.
Trip Number	A 12-digit number used to track costs related to a trip. The first four digits are the SAAS agency number, the fifth and sixth digits are the budget year and the last six digits are the SPAHRs travel system assigned number.
Trip PTE Flag	The flag that indicates whether or not the trip has been approved to allow prior trip expenses to be paid in SPAHRs.
Trip To Date	The end date of the trip.
Unit	The unit to measure the commodity, i.e. each or inch.
Unit Cost	The cost of the commodity.
Useful Life Months	This is the number of months allowed on a depreciated property item.
Useful Life Years	The useful life associated with a land improvement or other property.
User Approval Level	A five character field of Ys and Ns that explain what type of SAAS approval level the user can apply. i.e. YYYYY means the user can apply five levels of approvals, while YYNNN means the user can only apply three levels of approval. The user approval level is tied to the SAAS users security level which has been requested by the agency.
User Id	An eight character number assigned to each SAAS user.
User Name	The user name associated to the SAAS user id. This field may be blank which indicates at the time of loading the data into MERLIN, the user name was not known since the user id was no longer valid. This possibility will be higher for those records which are older.
Vacancy Indicator	Depicts whether or not the position is vacant at the time
Vehicle Category Code	The two digit code providing the vehicle category description.
Vehicle Category Description	The description associated with the first two fields of the primary category code.
Vehicle Fuel Cost	The annual cost of fuel for a motor vehicle.
Vehicle Marking	The code that indicates whether a motor vehicle is marked or unmarked, i.e. M, Marked, UM, Un-Marked
Vehicle Model Type	The manufacturers model name of the motor vehicle, i.e. Crown Victoria
Vehicle Tag Nbr	The tag number affixed to the motor vehicle
Vehicle Type Code	The code that identifies the motor vehicle as a bus, truck, van, motorcycle, automobile or ambulance.
Vehicle Type Description	The description for the code that identifies the motor vehicle as a bus, truck, van, motorcycle, automobile or ambulance.
Vehicle Use Type	The descripton of the specific use of the motor vehicle. Ex. Enforcement
Vendor 1099 Ind	Indicates whether or not the vendor will receive a 1099 form.
Vendor Address	The first line of the vendors address from the SAAS vendor table
Vendor Address 2	The second line of the vendors address from the SAAS vendor table.
Vendor Certified Begin Date	The beginning date for the minority certification provided by Mississippi Development Authority Minority Business Enterprise Division
Vendor Certified End Date	The ending date for the minority certification provided by Mississippi Development Authority Minority Business Enterprise Division
Vendor Certified Flag	The minority certified flag provided by Mississippi Development Authoritys Minority Business Enterprise Division. The minority certified flags are as follows: A - ASIAN INDIAN, B - ASIAN PACIFIC, C - BLACK AMERICAN, D - HISPANIC AMERICAN, E - NATIVE AMERICAN, M - ASIAN INDIAN WOMEN, N - ASIAN PACIFIC WOMEN, O - BLACK AMERICAN WOMEN, P - HISPANIC AMERICAN WOMEN, Q - NATIVE AMERICAN WOMEN, R - OTHER NON ETHNIC WOMEN

Vendor Certified Flag Desc	The description for the minority certified vendor flag. The minority certified flags are as follows: A - ASIAN INDIAN, B - ASIAN PACIFIC, C - BLACK AMERICAN, D - HISPANIC AMERICAN, E - NATIVE AMERICAN, M - ASIAN INDIAN WOMEN, N - ASIAN PACIFIC WOMEN, O - BLACK AMERICAN WOMEN, P - HISPANIC AMERICAN WOMEN, Q - NATIVE AMERICAN WOMEN, R - OTHER NON ETHNIC WOMEN
Vendor Certified Prior Begin Date	The beginning date for the prior minority certification provided by Mississippi Development Authority Minority Business Enterprise Division
Vendor Certified Prior End Date	The ending date for the prior minority certification provided by Mississippi Development Authority Minority Business Enterprise Division
Vendor Certified Prior Flag	The minority certified flag in existence prior to the current minority certified flag as provided by Mississippi Development Authority Minority Business Enterprise Division. The minority certified flags are as follows: A - ASIAN INDIAN, B - ASIAN PACIFIC, C - BLACK AMERICAN, D - HISPANIC AMERICAN, E - NATIVE AMERICAN, M - ASIAN INDIAN WOMEN, N - ASIAN PACIFIC WOMEN, O - BLACK AMERICAN WOMEN, P - HISPANIC AMERICAN WOMEN, Q - NATIVE AMERICAN WOMEN, R - OTHER NON ETHNIC WOMEN
Vendor City/State	SAAS field which contains the vendor city/state.
Vendor Comments	Comments section provided on the SAAS VEND table.
Vendor Commodity Ind	A SAAS field of blank, D, Y or N which indicates whether the vendor related to a specific transaction provides commodities.
Vendor Contact Name	The contact name(s) of the vendor from SAAS VEND table.
Vendor Dealer Ind	A SAAS field of Y or N which indicates whether the vendor related to a specific transaction is considered a dealer.
Vendor Employee Ind	A SAAS field of Y or N which indicates whether the vendor related to a specific transaction is an employee.
Vendor Fact Rep Ind	A SAAS field of Y or N which indicates whether the vendor related to a specific transaction is a factory rep.
Vendor Fed Id Change Flag	Flag indicating that the Vendor has changed their Federal Id Number.
Vendor Fed Id Number	A SAAS field which provides the federal id number for a specific vendor.
Vendor Flag 1	A SAAS four digit field which indicates whether the vendor related to a specific transaction is a city, county, an agency.
Vendor Flag 1 Location Cd	A SAAS four digit field which indicates whether the vendor related to a specific transaction is a city, county, an agency.
Vendor Flag 1 Location Desc	The description associated with the four digit flag (which can be a city, a county, or an agency), i.e. 0037 is the flag and the description is LAMAR COUNTY (PURVIS).
Vendor Flag 1 Location Type	The two digit code which categorizes the vendor flags by the following types: ** (undefined); CO (county); CS (consolidated school district); CT (city); JC (community and junior college); SC (state university); SS (separate school district).
Vendor Flag 2	A SAAS four digit field which indicates whether the vendor related to a specific transaction is a CORP (CORPORATION); EXMT (TAX EXEMPT PER IRS); FOR (FOREIGN GOVERNMENT ORGANIZATION PERSONS); GE (GOVERNMENTAL ENTITY); IRS (IRS CONFIRMATION - VENDOR NAME); NOT (NOTIFIED BY IRS); W9 (W-9 ON FILE)
Vendor Flag 2 Location Cd	A SAAS four digit field which indicates whether the vendor related to a specific transaction is a CORP (CORPORATION); EXMT (TAX EXEMPT PER IRS); FOR (FOREIGN GOVERNMENT ORGANIZATION PERSONS); GE (GOVERNMENTAL ENTITY); IRS (IRS CONFIRMATION - VENDOR NAME); NOT (NOTIFIED BY IRS); W9 (W-9 ON FILE)
Vendor Flag 2 Location Desc	The description (in paranthesis) associated with the vendor flag for the following location codes: CORP (CORPORATION); EXMT (TAX EXEMPT PER IRS); FOR (FOREIGN GOVERNMENT ORGANIZATION PERSONS); GE (GOVERNMENTAL ENTITY); IRS (IRS CONFIRMATION - VENDOR NAME); NOT (NOTIFIED BY IRS); W9 (W-9 ON FILE)
Vendor Flag 2 Location Type	The two digit code which categorizes the vendor flags by the following types: ** (undefined); CO (county); CS (consolidated school district); CT (city); JC (community and junior college); SC (state university); SS (separate school district).
Vendor In State Ind	A SAAS field of Y or N which indicates whether the vendor related to a specific transaction is located in state.
Vendor Incorp Ind	A SAAS field of Y or N which indicates whether the vendor related to a specific transaction is incorporated.
Vendor Indep Ind	A SAAS field of Y or N which indicates whether the vendor related to a specific transaction is an independent contractor.
Vendor Jobber Ind	A SAAS field of Y or N which indicates whether the vendor related to a specific transaction is a jobber.
Vendor Last Action Date	The last action date a transaction was processed for the vendor in SAAS
Vendor Manufact Ind	A SAAS field of Y or N which indicates whether the vendor related to a specific transaction is a manufacturer.
Vendor Name	A SAAS field which contains the name associated with the 11 digit vendor/traveling employee code. If this code is a miscellaneous vendor code, this field has been user-defined.
Vendor Nbr	An 11-digit SAAS field which contains the vendor/traveling employee code associated with the transaction. A vendor provides goods and/or services to the State and compensation from the State for these goods and services. Due to the need to have purged vendors on the MERLIN VEND table, older vendor numbers purged from SAAS will have a data source name of 'VENDHIST'.
Vendor Number	An 11-digit SAAS field which contains the vendor/traveling employee code associated with the transaction. A vendor provides goods and/or services to the State and compensation from the State for these goods and services.
Vendor Partner Ind	A SAAS field of Y or N which indicates whether the vendor related to a specific transaction is a partner.
Vendor Payment Hold Ind	A SAAS field of Y or N which indicates whether the vendor number has been placed on hold.
Vendor Phone Number	The phone number of the vendor from SAAS VEND table.
Vendor Retailer Ind	A SAAS field of Y or N which indicates whether the vendor related to a specific transaction is a retailer.

Vendor Self Certified Date	The beginning date for the minority self-certificated flag
Vendor Self Certified Flag	The minority self certified flag as provided by the vendor and entered on the SAAS VEND table.The minority certified flags are as follows: A - ASIAN INDIAN, B - ASIAN PACIFIC, C - BLACK AMERICAN, D - HISPANIC AMERICAN, E - NATIVE AMERICAN, M - ASIAN INDIAN WOMEN, N - ASIAN PACIFIC WOMEN, O - BLACK AMERICAN WOMEN, P - HISPANIC AMERICAN WOMEN, Q - NATIVE AMERICAN WOMEN, R - OTHER NON ETHNIC WOMEN
Vendor Self Certified Flag Desc	The description for the minority self certified vendor flag. The minority self certified flags are as follows: A - ASIAN INDIAN, B - ASIAN PACIFIC, C - BLACK AMERICAN, D - HISPANIC AMERICAN, E - NATIVE AMERICAN, M - ASIAN INDIAN WOMEN, N - ASIAN PACIFIC WOMEN, O - BLACK AMERICAN WOMEN, P - HISPANIC AMERICAN WOMEN, Q - NATIVE AMERICAN WOMEN, R - OTHER NON ETHNIC WOMEN
Vendor Sml Bus Ind	A SAAS field of Y or N which indicates whether the vendor related to a specific transaction is considered a small business.
Vendor Type Code	A SAAS field which indicates what type vendor is related to a specific transactio, P for private business, S for state agencies, U for university/colleges or O for other gov't entities.
Vendor Zip Code	SAAS field which contains the vendor zip code.
Void Date	The date the warrant or EFT is voided.
Voucher Contract Nbr	The SPAHRS contract number associated with a WIN travel voucher.
Voucher From Date	The exact start date for the travel reimbursement/voucher submitted to SPAHRS.
Voucher Nbr	The purchase order number, voucher number or requisition number used to purchase property.
Voucher To Date	The exact end date for the travel reimbursement/voucher submitted to SPAHRS.
Warrant Nbr	Reflects the eleven digits assigned to the warrant. Warrant numbers beginning with an E reflect an electronic transfer. Warrant numbers beginning with an C reflect a payment made via Clareon PayMode.
Warrant Status	The status of the warrant may be O for open, V for void, T for one year old cancelled warrant and C for cleared.
Warrants Pay Amt	SAAS field obtained from the BBAL table. Provides the outstanding liability amount for a warrant that has been issued but has not cleared the Treasury and includes balance sheet account codes 20100 and 21025 (SPAHRS payable)
WIN	A number (up to 6 characters) that is assigned by the system which is used to identify a contract worker hired into an agency.
WIN Contract Nbr	A unique seven-digit sequential number assigned by the SPAHRS system to identify contracts paid via SPAHRS contracts system. The number does not contain an agency number or a contract year.
Worker Type	The identification of whether a worker is in a PIN (P) or a WIN (W) position in SPAHRS.
Workers Comp	The amount paid by the employer on behalf of an employee for worker compensation insurance. This is currently not being used in SPAHRS.
Wrong Pay Indicator	A 1-character SPAHRS field which indicates the employee salaries are not on the pay table (Chart of Salaries). For Set by Statute Positions or Vacant Positions, the Wrong Pay Indicator is 0 or space. The codes are: 0-On Pay , 9 - Off Pay
Year Model	The year the motor vehicle was manufactured.
Year to Date Revenue Amount	The amount of general fund revenue taxes collected for a budget year.
Yearly From Sal	A SPAHRS 8-position numeric field which indicates the low end of the annual salary range for this job class. Format: 00000.00
Yearly To Salary	A SPAHRS 8-position numeric field which indicates the high end of the annual salary range for this job class.
Years Education	A SPAHRS 2-digit numeric field which provides the years of formal education. The minimum is 1 year and the maximum is 30 years. Examples: High School Graduate = 12, Jr College Graduate = 14, Sr College Graduate = 16
% Spent	The percentage of the annual appropriation amount spent in comparison to the amount of time elapsed in the budget year. This percentage is figured on a monthly basis.