



## National Finance Center Customer Notification

# CULP0053, Time and Attendance (T&A) Error Analysis Report

September 16, 2020

Reference Number: NFC-1600180874

Each pay period, the National Finance Center (NFC) makes the CULP0053, T&A Error Analysis Report, available to our customer Agencies. The report is generated for our Agencies each time we run a Time and Attendance Validation System (TIME) job to update incoming T&A's. One of the benefits of utilizing the information provided in the CULP53 report is to increase your awareness of the need to process personnel actions in a timely manner, and submit complete and accurate T&A data, which would eliminate errors and increase efficiency of your payroll processing.

In addition, we encourage Agencies to use this information to enhance any T&A front-end systems/edits that you are currently using in an attempt to eliminate common errors, lead to fewer rejected T&A's, thus resulting in a more efficient and cost-effective payroll processing cycle.

Below are a few common TIME errors and the proactive Agency actions.

Error Code	TIME Edit Error Message	Required Agency Action
235	Tour of duty Not Balanced	Ensure the number of hours on the T&A is consistent with the employees' current tour of duty. *Corrected timecards can be submitted to resolve this error.
191	T&A Received for Separated Employee	T&As (prior/corrected) for separated employees are processed in SPPS Web.

Error Code	TIME Edit Error Message	Required Agency Action
121	Advanced Annual Leave exceeds leave earned by year end	Ensure leave is available in IRIS 136 before allowing usage on time card.

The CULP0053, is available on the Reporting Center under Administrative reports, after each pass of TIME.

## Resources

The procedure manual for this application is available online at the NFC Web site. To view this procedure, select **HR and Payroll Clients** from the **MyNFC** drop-down menu on the NFC Home page. At the [HR and Payroll Clients](#) page, select the **Publications** tab and select the applicable category to access the procedure manual within the category.

## TIME Edit Messages

The following TIME edits are maintained online by NFC in the Table Management System (TMGT) Table 34, TIME Edit Error Messages and Codes. All errors encountered are reflected on an error suspense file.

### [TIME Edit Messages](#)

## Other Resources

### [Research Tools](#)

### [Conditions for T&A Reporting](#)

Authorized Agency representatives with questions concerning this notification should contact the NFC Contact Center at 1-855-632-4468 or submit a request in the ServiceNow Customer Service Portal using the following links:

- Federated Service Now users: <https://nfcerp.servicenowservices.com/>
- Non-Federated Service Now users: [https://nfcerp.servicenowservices.com/sp\\_ess/](https://nfcerp.servicenowservices.com/sp_ess/)