

Common Action Codes

Can type number or use drop down

| Code | Action | Explanation |
|------|--------------------------------|-------------------------------------------------------------------------------------------------|
| 73 | Account # or Position # change | Change or extend account line |
| 93 | Change in appointment status | Change from LAC to LBC, LAC to FAC, ST to GA, etc |
| 12 | Data Correction | Correct an error |
| 75 | Department change | |
| 31 | End of grant funding | Used at separation, not as account change, with 95 or 05 |
| 74 | FTE change | work hours are increased or reduced |
| 95 | Job end | separation or job end to move to another department |
| 36 | Merit salary increase | Salary increase for student employees |
| 11 | Other data change | Update data, not a correction |
| 51 | Overload Pay | |
| 76 | Permanent Status | Classified only |
| 19 | Reappointment | Continue previous employment, has not separated NOT USED FOR CLASSIFIED EMPLOYEES |
| 14 | Rehire | Continue previous employment, has separated |
| 05 | Separation | Must suspend with errors |