New Personnel Object Codes

Department: Budgeting

Currently, object code #61305 Support Staff - RPT is used for a variety of temporary full time and part time appointments across a number of funding sources. In order to help the University to budget and track expenses, we are replacing #61305 with several new personnel object codes. As a result of a detailed analysis of past usage, there are three main categories of employees that should be coded separately for better planning, managing and reporting:
1) Temporary full time employees (Class G, C, D) who are not represented by an existing collective agreement will be budgeted for and charged to new object #61207

2) Temporary Part time appointments for less than 24 hours per week (class F) who are not represented by an existing collective agreement will be budgeted for and charged to new object #61307

3) Temporary Part time appointments for less than 24 hours per week (class F) who are represented by the OSSTF collective agreement will be budgeted for and charged to new object #61335

To assist you with the appointment process, new HR templates will be available on August 1st which will match the employee to the correct object code and applicable benefit rate.

The benefit rates for the new codes are listed at the link below. By refining the categories, we are able to better match the allocation rate to the typical benefit entitlement for the category. For the balance of the 2013/2014 fiscal year, the rate for the full times in 61207 will remain at the current rate of 16.70%. The rate for the temporary appointments in objects 61307, 61335 is lower at 14.70%

For the complete revised listing of benefit rates, follow this link to the Financial Services website: Benefit Rates [1]
The new object codes are available for use now. We would like all appointments for the fall semester to be made to the new objects. Continuing appointments must have the distribution coding changed in their HR appointment (required if you wish to take advantage of the lower benefit rate for the part time appointments). You should also review your operating budgets allotments in old object #61305, compare the budgeted amounts to the actual expenditures in recent fiscal periods and revise the budgets in the new objects to reflect your expected spending in 2013/2014.

If you have any questions on budgeting or benefits rates, please contact any member of Budget & Financial Planning staff. For HR/appointment assistance, please contact your HR Service Associate.

Source URL:https://www.uoguelph.ca/finance/service-updates/new-personnel-object-codes

Links
[1] https://www.uoguelph.ca/finance/departments-services/budget-office/budget-tools/benefit-rates