

**City of Maumee
Payroll Hours Codes**

GENERAL - ALL EMPLOYEES

ADJ	Adjustment to base hours
ASU	Administrative suspension w/pay
AWL	Absent without leave
BVC	Bonus vacation conversion
C	Comptime used
CV	Covid-19 leave
CP	Comptime paid
D	Double time
DS	Double time w/shift
FL	Funeral leave
FUR	Furlough
H	Holiday
JD	Jury duty
LA	Approved leave of absence
ML	Military leave
O	Overtime
OC	Office Closure
OS	Overtime w/shift (no longer used)
P	Personal leave
R	Regular
S2	Regular w/shift
S3	Regular w/shift & weekend
S	Uncertified sick leave
SC	Certified sick leave
SI	Uncertified injury leave
SML	Approved medical leave (no longer used)
STB	Time bank usage
STC	Sick time conversion
SU	Unpaid sick leave
SUS	Suspension without pay
SWC	Certified injury leave
V	Vacation used
VC	Vacation conversion

VOLUNTEER FIRE/EMT ONLY

AM	EMT squad meeting/training (no longer used) – record as drill
ASB	EMT standby time - weekdays
CO	Fire call out (no longer used)
CU	Fire clean up
DR	Fire drill
VA	EMT runs
VF	Fire runs
WSB	EMT standby time – weekends & holidays

ADMINISTRATION ONLY

FT	Flextime used
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MUNICIPAL COURT ONLY

CH	Court holiday
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AFSCME ONLY

AO	Acting operator
RT	Paid rest time
URT	Unpaid rest time

IAFF ONLY

DCA	City ambulance double
DF	Fire double
DFS	Fire double/FICA
DSB	Double OT on stand by
DSBS	Double OT on stand by/FICA
DRE	LC EMS double
ETO	Earned time off
FH	Fire holiday
OCA	City Ambulance overtime
OF	Fire overtime
OFS	Fire OT/FICA
OR	LC EMS overtime
ORA	LC EMS overtime w/SL
OSB	Overtime on stand by
OSBS	OT on stand by/FICA
OSL	Overtime w/SL
RS	Regular w/shift
SL	Acting shift leader
SLS	Acting shift leader w/shift
T	Training (hr for hr)

FOP/OLC ONLY

AL	Acting Lieutenant
AS	Acting Sergeant
AS2	Acting Sergeant w/shift
AS3	Acting Sergeant w/2 shift
DA	Double time w/acting
DSA	Double time w/shift/acting
FFL	Fatal force leave
HC	Holiday Credit
HM	Holiday Military
MLN	Military Leave Non-Pensioned
MW	Makeup time worked
OA	Overtime w/acting
OSA	Overtime w/shift/acting
PDS	Double w/shift
POS	Overtime w/shift
S2	Regular w/shift
S3	Regular w/2 shift
T	Training (hr for hr)
TS	Training w/shift

City of Maumee Payroll Income Codes

GENERAL - ALL EMPLOYEES		AFSCME ONLY	
BS	Signing bonus	AD	Differential pay (no longer used)
CN	Clothing/Foot allowance-non taxable		
CT	Clothing/Foot allowance – taxable		
EN	Education allowance – non taxable		
ET	Education allowance – taxable	UM	FOP/OLC ONLY Uniform maintenance allowance
FSB	Fire Stand-by/Pager pay	FTO	Field Training Officer Stipend
IB	Health Insur buyout(no longer used)	MPN	Military Payback non-pensioned
LP	Longevity pay		
LS	Lump sum (1, 2, 3 etc)		
LSR	Lump sum retirement incentive	AN	SUPERVISORY ONLY Auto use personal nontaxable
LSV	Lump sum void (refund)	AT	Auto use personal taxable
MN	Meal allowance – non taxable	LN	Excess life ins nontaxable
MP	Military payback	LS1	March lump sum(no longer used)
MT	Meal allowance - taxable	LS2	Sept lump sum (no longer used)
PA	Pay Adjustment	LT	Excess life ins taxable
PRN	Pension refund taxable		
PRT	Pension refund non-taxable		
SB	Stand-by/Pager pay	CU	IAFF ONLY Volunteer fire clean up
SD	Shift differential on comp	DR	Volunteer fire drill
		FSB	Fire Stand-by/Pager pay

City of Maumee Payroll Deduction Codes

AD	VOYA Deferred Comp (ING)	MAU	Maumee City Income Tax
AI2	OML Accident D&D Insurance	MDCR	Medicare portion of Soc. Security
AU	AFSCME Union Dues	OH*	Ohio State Withholding Tax
COM	Community Shares	OR	Oregon City Income Tax
CSPC	Child Support	PE1	PubEmployees Retirement (after tax)
DC	Ohio Pub Employees Deferred Comp	PE2	PubEmployees Retirement (pre tax)
DD1	Direct Deposit – Account 1	PE3	Pub Employees Retirement (pickup)
DD2	Direct Deposit – Account 2	PE4	PubEmp Retirement (back payments)
DD3	Direct Deposit – Account 3	PER	Perrysburg City Income Tax
DD4	Direct Deposit – Account 4	PP2	Police & Fire Retirement (pickup)
DDY	Direct Deposit - NET	PP3	Police & Fire Retirement (pickup)
FDN	OPAFF Deferred Comp	SDIT	School District Income Tax
FDT	OPAFF Roth - taxable	TOL	Toledo City Income Tax
FICA	FICA portion of Social Security	UFP	IAFF Union Dues
FSD	Flexible Spending – Dependent	UP	State FOP/OLC Union Dues
FSL	Flexible Spending - Limited	UP2	FOP Lodge 118 Union Dues
FSM	Flexible Spending - Medical	UP3	Local OLC Union Dues
FWT*	Federal Withholding Tax	UW	United Way
GARN	Garnishments/Trusteeships	VACH	Vol Acc Critical Ill & Hospitalization
HSA	Health Saving Account	VLA	Vol Life/Acc Death/Dism Insur
INS	Health Insurance Plan	WTRV	Waterville City Income Tax