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| **COMMON SAP TIME CODES** |

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| **BV** | BEREAVENEBT | **IL** | ILLNESS | **MS** | MISCELLANIOUS | **PN** | PERSONAL NECESSITY | **UP** | UNPAID TIME |
| **CA** | COMP ACCRUAL | **JU** | JURY DUTY | **OT** | OVERTIME | **RG** | REGULAR | **VA** | VACATION TIME PAY |
| **CU** | COMP TIME USAGE | **KC** | KIN CARE PAY | **PD** | PROFESSIONAL DEVELOPMENT | **RP** | REPLANEMENT TIME | **ZT** | RG-RELIEF FOR TA ASSIGNMENT |

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| **OTHER SAP TIME CODES** |

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| **AA**  CERTIFICATED ONLY | 0915 – AUXILIARY ASSIGN. | **HO** CERTIFICATED ONLY  **HOSB-NO LONGER USED** | HOLIDAY SPRING BREAK  (ADULT ED TEACHERS) |
| **FH** | FURLOUGH | **HO**  CERTIFICATED ONLY  **HOWB- NO LONGER USED** | HOLIDAY WINTER BREAK  (ADULT ED TEACHERS) |
| **MD** | MILITARY DUTY LEAVE | **RGSA** | PAYS THE K-12 CERTIFICATED DAY-TO-DAY SUB HOURLY RATE FOR OFF-TRACK TEACHERS. THE MONTHLY CALENDAR DOES NOT NEED TO BE CHANGED. |
| **MSAP** | MS-ANNUAL PHYSICAL EXAM | **RGMK** | REGULAR – MAKE-UP TIME |
| **HOAD** CERTIFICATED ONLY | HOLIDAY-ADMISSIONS DAY  FLEX | **SAXB** | SPECIAL ASSIGNMENT  X-BASIS |
| **HO**  CERTIFICATED ONLY | HOLIDAY  (ADULT ED TEACHER) |  |  |

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| **WORKER’S COMP SAP TIME CODES** |

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| **WC** | WORKER’S COMP | **FWC** | WORKER’S COMP-FMLA |
| **WA** | WORKER’S COMP  (SCHOOL POLICE ONLY) | **FWA** | WORKER’S COMP- FMLA  (SCHOOL POLICE ONLY) |
| **WI** | WORKER’S COMP – ILLNESS  (PAYROLL ONLY) | **FWI** | WORKER’S COMP-FMLA ILLNESS  (PAYROLL ONLY) |
| **WR** | WORKER’S COMP-REGULAR  (PAYROLL ONLY) | **FWR** | WORKER’S COMP-FMLA REGULAR (PAYROLL ONLY) |
| **WV** | WORKER’S COM-VACATION  (PAYROLL ONLY) | **FWV** | WORKER’S COMP-FMLA VACATION (PAYROLL ONLY) |

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| **FAMILY MEDICAL LEAVE ACT/CALIFORNIA FAMILY RIGHTS ACT TIME SAP TIME CODES** |

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| **FCIL** | FMLA/CFRA – ILLNESS | **FCUP** | FMLA/CFRA – UNPAID |
| **FCKC** | FMLA/CFRA – KIN CARE | **FCVA** | FMLA/CFRA - VACATION |
| **FCPN** | FMLA/CFRA – PERSONAL NECESSITY |  |  |

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| **PREGNANCY DISABILITY SAP TIME CODES** |

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| **PDIL** | PREGNANCY DISABILITY IL w/o FMLA | **PFIL** | PREGNANCY FMLA DISABILITY ILLNESS |
| **PDUP** | PREGNANCY DISABILITY UP w/o FMLA | **PFUP** | PREGNANCY FMLA DISABILITY UNPAID |
| **PDVA** | PREGNANCY DISABILITY VA w/o FMLA | **PFVA** | PREGNANCY FMLA DISABILITY VACATION |

**ANY QUESTIONS ABOUT FMLA/CFRA, CONTACT THE OFFICE OF RISK MANAGEMENT**

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| **TRAINING RATE SAP TIME CODES** |

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| **TRO1** | 8302/8299 DISTRICT SPONSORED TRAINING RATE 1  $25.00 PER HOUR (CERTIFICATED) |
| **TR02** | 8302 DISTRICT SPONSORED TRAINING RATE 2  $20.00 PER HOUR (CERTIFICATED) |
| **TR03** | 8304 DISTRICT SPONSORED TRAINING RATE 3  $10.00 PER HOUR (CLASSIFIED) |

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