



National Finance Center Customer Notification

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

September 30, 2020

Reference Number: NFC-1601488485

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 CULP0053 report is to increase your awareness of the need to process personnel actions timely 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 and lead to fewer rejected T&A's, resulting in a more efficient and cost-effective payroll processing cycle.

Below are a few common TIME errors and the required 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 Leave Exceeds Leave Earned by Year End	Ensure leave is available on IRIS 136 before allowing usage on timecard.

The CULP0053 report, is available in the Reporting Center under Administrative Reports, after each pass of TIME.

Resources

The procedure manual for this application is available online at the National Finance Center (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](#)

Federal employees with questions concerning this notification should contact their Servicing Personnel Office. Authorized Agency representatives with questions concerning this notification should contact the National Contact Center at 1-855-632-4468 or the ServiceNow Customer Service Portal at:

- Federated ServiceNow users: <https://nfcerp.servicenowservices.com/>
- Non-Federated ServiceNow users: https://nfcerp.servicenowservices.com/sp_ess/