STATE OF MISSISSIPPI
DEPARTMENT OF FINANCE AND ADMINISTRATION

TOPIC	PAYROLL	SUB-SECTION 20.10.30
SECTION	OVERVIEW	ISSUANCE DATE May 30, 2008
SUB-SECTION	REPORTS	REVISED - 2018

REPORTS

The Pay Detail Report is generated after an agency processes a preliminary payroll. The report contains a record for each paid employee listing the name of the individual, SSN, gross pay by earnings codes, deductions and net pay-by-pay period. The Pay Detail Report is a requested report not generated unless selected in SPAHRS.

A Payroll Summary Report summarizes all earnings, taxes and deductions at the SPAHRS agency level. SPAHRS generates this report for each preliminary and final payroll.

When an agency processes leave accrual, SPAHRS generates employee leave balances and loads to ACE. SPAHRS also generates an agency leave balance summary report by employee. Various reports are produced depending on the options selected in SPAHRS.

After BFC completes the payroll process, payroll reports are available for review or print by an agency using FMVIEW. The following is a list of available reports:

    Credit Utilization Report by Agency
    Deductions by Vendor
    Employee Register of EFT's
    Employee Register of All Warrants
    Employee Warrant/EFT Control Report
    Listing of Voided Warrants for Reissue
    Report of Vendor Credits/Journal Adjustments Processed
    Suspended Items Released/Prior Amounts Paid
    Vendor Register of all EFT's
    Vendor Register of All Warrants Issued
    Vendor Warrant/EFT Control Report

For additional information on FMVIEW, go to http://www.mmrs.state.ms.us. Then, click on Training.