

Attachment 2

Member Information Spreadsheet

Example of Monthly Reporting

Social Security Number	Employer Code	Unit Code	Coverage Group	First Name	MI	Last Name	Pay Rate	Lost Earnings Due to Furlough	Work Schedule Code	Total Months	Service Credit
111-11-1111	0245	001	60004	John	J	Johnson	\$4,500.000	\$1,200.00	173	0.27	0.0270

Example of Hourly Reporting

Social Security Number	Employer Code	Unit Code	Coverage Group	First Name	MI	Last Name	Pay Rate	Lost Earnings Due to Furlough	Work Schedule Code	Total Hours	Service Credit
111-11-1111	0245	001	60004	John	J	Johnson	\$25.000	\$850.00	400	34.00	0.0190

Example of Daily Reporting

Social Security Number	Employer Code	Unit Code	Coverage Group	First Name	MI	Last Name	Pay Rate	Lost Earnings Due to Furlough	Work Schedule Code	Total Days	Service Credit
111-11-1111	0245	001	60004	John	J	Johnson	\$75.000	\$150.00	050	2.00	0.0093

Pre-Populated Fields

Required Employer Data Entry

ENTER LOST EARNINGS DUE TO FURLOUGH