Update: Negative Leave Adjustment

This is an update to bulletin: WebTA Leave Accrual Issue issued on 12/04/2019, regarding negative leave accruals in the annual leave and sick leave accrual reduction fields in the webTA System. Note: The partial government shutdown at the end of leave year 2018 affected many Transportation Security Administration (TSA) employees’ leave accruals through leave year 2019. The National Finance Center (NFC) has confirmed that the leave discrepancy issue has now been resolved and no further corrective action is needed.

The following is a brief explanation of the events that occurred and the corrective actions taken by the NFC:

- **The issue initially occurred following the partial government shutdown in Pay Period (PP) 02, 2019, when negative leave accruals were generated in the leave reduction fields for individuals with a late Time and Attendance (T&A) with non-pay hours in PP26, 2018, which was processed in PP01, 2019. **Note:** This resulted in an extra pay period of accrued annual and sick leave which was reflected on the PP03, 2019 T&A Summary.

- **Carryover Balance Fixed** – The NFC implemented programming which zeroed out the negative leave accruals in the leave reduction fields and added the negative amount to the employee’s carryover balance in PP10, 2019. **Note:** This adjustment was reflected in the webTA system as a leave adjustment on the PP24, 2019 T&A Summary.

- After further evaluation, NFC identified that not all employees’ carryover balances should have been updated.

- **Carryover Balance Adjusted** – NFC adjusted the carryover balances of employees who were originally misidentified. These employees did not actually have a leave reduction in PP26, and their leave balances should not have been adjusted in PP24, 2019. Therefore, NFC backed out the carryover balance by the number of leave hours that were adjusted in PP26, 2018.

**Questions?**

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