

SLT, DLA, DLCA Surcharge Impact Guidance

Detail Labor Cost Adjustments [DLCA]

- Surcharges **do not** apply when making adjustments to Direct or Internal Fund/Fee for Service Project Codes
 - Must change/correct costs posted against all labor object classes (and any associated hours) 11.xx.xx.xx and 12.xx.xx.xx
- Surcharges **do** apply when making adjustments to Reimbursable Project code(s)
 - Only change/correct costs posted against base labor (11.10.xx.xx – 11.39.xx.xx) and benefit object classes (12.xx.xx.xx)
 - Leave will already be in Non-Reimbursable or Internal Fund/Fee for Service Project Code(s)
 - Surcharge process will continue to make 11.60.00.00 and 12.10.00.00 adjustments
 - Surcharges **will** move *FROM one Reimbursable Project Code TO another Reimbursable Project Code*

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Summary Level Adjustments [SLT's]

- Surcharges **do not** apply when making adjustments to Non-Reimbursable or Internal Fund/Fee for Service Project Codes
 - Must move costs posted against all labor object classes (and any associated hours) 11.xx.xx.xx and 12.xx.xx.xx
- Surcharges **do** apply when moving costs FROM Non-Reimbursable TO Reimbursable Project Codes
 - “FROM” side should include costs posted against all **non-leave** object classes (and any associated hours)
 - ❖ *Surcharges **will not** be generated on the Non-Reimbursable costs.*
 - Leave taken remains in the Non-Reimbursable or Internal Fund/Fee for Service Project Code(s)
 - “TO” side includes costs posted against only base labor (11.10.xx.xx to 11.39.xx.xx) and benefits object classes (12.xx.xx.xx)
 - Surcharge process will add the leave surcharge (11.60.00.00) and benefits surcharge (12.10.00.00) to the Reimbursable Project Code(s)
 - ❖ *Surcharges will be applied against the costs moved TO the Reimbursable Project(s)*

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Summary Level Adjustments *(continued)*

- Surcharges **do** apply when moving costs from Reimbursable to Non-Reimbursable Project Codes
 - “FROM” side includes costs posted against only base labor (11.10.xx.xx to 11.39.xx.xx) and benefits object classes (12.xx.xx.xx)
 - Surcharge process will continue to subtract the leave (11.60.00.00) and leave-benefits (12.10.00.00) FROM the Reimbursable Project Code(s)
 - ❖ *Surcharges will move FROM the Reimbursable Project(s)*
 - “TO” side includes all **non-leave** object classes
 - Leave taken should already be in a Non-Reimbursable or Internal Fund/Fee for Service Project Code(s)
 - ❖ *Surcharges **will not** be generated on the Non-Reimbursable costs*

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NOAALink/Fee for Service-Specific SLT's/Document Level Adjustments

- Surcharges **do** apply when moving costs FROM a NOAALink/Fee for Service object class [xx.xx.xx.11; xx.12.25.17; xx.12.25.35] TO a different NOAALink/Fee for Service object class.
 - ❖ *Surcharges **will** move FROM the NOAALink/Fee for Service ACCS TO the new NOAALink/Fee for Service ACCS*

- Surcharges **do** apply when moving costs FROM a NOAALink/Fee for Service object class TO a Non-NOAALink/Fee for Service
 - ❖ *Surcharges **will** move FROM the NOAALink/Fee for Service ACCS*
 - ❖ *Surcharges **will not** be generated on the Non-NOAALink/Fee for Service ACCS*

- Surcharges **do not** apply when moving costs FROM a Non-NOAALink/Fee for Service object class TO a Non-NOAALink/Fee for Service
 - ❖ *Surcharges **will not** be generated on Non-NOAALink/Fee for Service object classes*