

PS9003 – Tax Table

Required table. Maintained by SBCTC-ITD.

Use this screen to view the federal and state withholding tax schedules for a tax table. Each tax table is defined by the Tax Yr, Pay Frequency, Marital Status, and Table Type fields. Each tax schedule for a tax table is defined by a set of Salary Limit, Tax Amt, and % of Excess fields. The tax schedules for a tax table are used to maintain the tax deduction rates by pay cycle frequency and by marital status for the payroll deduction of mandatory taxes.

Protected functions on this table are Add (A), Change (C), and Delete (D). These functions are used by CIS staff to update the Tax Table to conform to federal and state tax codes. To request additional updates, complete the Tax Table (PS9003) Update Form (see Appendix D of the PPMS Control Tables manual for sample request forms).

For a complete listing of the Tax Table, run DataExpress procedure PS9003R (from the Inform group and PLIB account).

User Functions and Key Fields

FUNC	I (Inquire)
KEY1	Enter a Tax Year Code
KEY2	Enter a Pay Frequency Code in the first position and a Marital Status Code in the second position
KEY3	Enter a Table Type Code

Data Field List

Tax Yr (Key1)	Exemption Amount (display only)
Pay Frequency (Key2)	Salary Limit (display only)
Marital Status (Key2)	Tax Amt (display only)
Table Type (Key3)	% of Excess (display only)

Tax Year (TAX-YR)

Definition	Key1 field. The last two digits of the year for which a tax table applies. For example, 2002 would be represented as 02 . A tax table is defined by a unique set of values in the Tax Year, Pay Cycle Frequency, Tax Marital Status, and Tax Table Type fields.
Length	2 characters

Pay Cycle Frequency (PAY-CYCLE-FREQ)

Definition	Key2 field. A code identifying the frequency with which a pay cycle is paid.
Values	Defined by SBCTC-ITD as follows: <ul style="list-style-type: none"> B Biweekly M Monthly

	Q Quarterly S Semimonthly W Weekly
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Tax Marital Status (TAX-MARITL-STAT)

Definition	Key2 field. A code identifying the marital status of an employee. This field is used by PPMS to determine which tax table to use for an employee.
Values	Defined by SBCTC-ITD as follows: M Married S Single 1 Single or Head of Household / Earned Income Credit 2 Married with both spouses filing certificate / Earned Income Credit 3 Married without spouse filing certificate / Earned Income Credit
Edits	If the Tax Table Type entry is E (earned income credit), the Tax Marital Status entry must be 1 or 2 .

Tax Table Type (TAX-TBL-TYP)

Definition	Key3 field. A code indicating whether the tax table is associated with earned income credit, federal income, or state income.
Values	Defined by SBCTC-ITD as follows: E Earned income credit F Federal XX Two-character state abbreviation (for example, WA or NY)

Tax Exemption Amount (TAX-EXEMPT-AMT)

Definition	Display only. The amount for each tax exemption that PPMS will exclude from the taxable gross when computing the withholding tax amount for a specific tax table.
Length	6 digits, including two decimal places
Format	9999.99

Tax Salary Limit (TAX-SAL-LIM)

Definition	Display only. The minimum salary amount for which a tax rate is effective.
Length	6 digits
Edits	A value must be entered in at least one Tax Salary Limit field.

Tax Table Amount (TAX-TBL-AMT)

Definition	Display only. The base tax amount associated with a Tax Salary Limit entry. Any salary above the salary limit and below the next salary limit is taxed at the rate in the Tax Percent of Excess field. The sum of this excess amount and the base tax amount is the tax for a specific salary.
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Length	7 digits, including two decimal places
Format	99999.99
Edits	The value in this field must not be greater than the value in the Tax Salary Limit field.

Tax Percent of Excess (TAX-PCT-EXCESS)

Definition	Display only. The percentage applied to the difference between a taxable gross and the highest salary limit (in the Tax Salary Limit field) below the taxable gross. The result of this calculation is added to the base tax (in the Tax Table Amount field), yielding the total tax. For example, if an employee's taxable gross of \$25,125 falls between the two salary limits of \$24,000 and \$26,000. The employee pays the amount in the Tax Table Amount field for the \$24,000 limit plus a percentage (in this field) of \$1,125.
Length	3 digits, including one decimal place
Format	99.9
Edits	If Tax Salary Limit is used, then Tax Table Amount or Tax Percent of Excess (or both) must be entered.