



Nontransactor Report

Date	Day of Pay Period/PP
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Employee Name and ID No.	BT	Move	Move	Route No. Or		Move	Move	ET	OT/OOS Code					Check When Transacted	
				OL	IL				TR TY	No. Hrs. Auth.	Time	Reg (0) or Repl (1)	Tour Code*		

<p>*Overtime and Outside of Schedule Premium Tour Codes</p> <table style="width: 100%;"> <tr> <td style="width: 50%;">0 = Part-time employee overtime</td> <td style="width: 50%;">4 = Reserved</td> </tr> <tr> <td>1 = BT</td> <td>5 = OOS BT</td> </tr> <tr> <td>2 = ET</td> <td>6 = OOS ET</td> </tr> <tr> <td>3 = FT</td> <td>7 = OOS FT</td> </tr> </table>	0 = Part-time employee overtime	4 = Reserved	1 = BT	5 = OOS BT	2 = ET	6 = OOS ET	3 = FT	7 = OOS FT	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Unit</td> <td rowspan="2" style="width: 50%; vertical-align: top;">Signature</td> </tr> <tr> <td>Pay Location</td> </tr> </table>	Unit	Signature	Pay Location
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