



County of San Bernardino ACTION/REASON CODES Exhibit

Action	Reason	Description	Action	Reason	Description
DEM	MOU	Demotion - MOU Change	DTA	CNT	Contract
DEM	RFC	Return to Former Class	DTA	INO	Initiate New Ordinance
DEM	USP	Unsatisfactory Performance	DTA	CDO	Correct dta only-no Ben/Admin
DEM	DWD	Demotion within Department	DTA	CNS	Consolidation
DEM	VDE	Voluntary Demotion	DTA	BCG	Benefit Change
DEM	DBC	Demotion Between Companies	DTA	RSH	Restart Hours
DEM	DIL	Dem In Lieu of Lay off	DTA	CCI	Correct Classified Indicator
DEM	LBP	Layoff Bump	DTA	SUS	Suspension
DTA	MGR	Merger	DTA	REC	Recall from Suspension/Layoff
DTA	TML	Term Medical Emergency Leave	DTA	ASD	Adjust Service Date
DTA	CDP	Change Department ID	DTA	CEC	Correct Elig Config
DTA	CPR	Correction-Pay Rate	HIR	RRT	Returning Retiree
DTA	STC	Status Change	HIR	90	ReEmploy 90 days No EMACS
DTA	RFT	Return to Full Time	HIR	TIE	Termination in Error
DTA	BEN	Benefit Correction	HIR	180	ReEmploy 180 days No EMACS
DTA	ABM	ATB Mid Pay Period	HIR	REL	Recall from Layoff-No EMACS
DTA	ANG	Assign New Grade	HIR	CON	Concurrent Job
DTA	CAC	Correction - Accounting Code	HIR	365	ReEmploy within 365 days
DTA	MDD	Modified Duty - Part Time	HIR	OAP	Original Appointment
DTA	SHF	Shift Change	HIR	CNV	Conversion Data
DTA	CCC	Correction-Cost Center	HIR	REH	Rehire-Never on EMACS
DTA	ADD	Correction-Advance Due Date	LOA	CIC	Parent of Critically Ill Child
DTA	RET	Change Retirement Hrs	LOA	EDU	Education
DTA	EXP	Extend Probation	LOA	MIL	Mil Svc-Over 30 Unpd
DTA	CAB	Contract Amended - Benefits	LOA	UAP	Unappvd Abs w/o Pay
DTA	CAP	Contract Amended - Pay Rate	LOA	APR	Approved Absence w/o Pay
DTA	CA2	Contract Amended-Benes & Pay	LOA	PDL	Pregnancy Disab-Unpd
DTA	UPD	Position Data Update	LOA	CFR	California Family Rts Act-Unpd
DTA	ASH	Adjust Step Hours Worked	LOA	NRT	Lv w/o Rt to Return
DTA	AJS	Adjust Job Status Hours	LOA	OCC	Occup Illness/Injury
DTA	UDU	Update- Daily Scheduled Units	LOA	FPD	Family & Med Lv/Preg Disblty
DTA	CJH	Correct Job History	LOA	FCF	Family & Med Lv/CFRA
DTA	CPG	Change Pay Group	LOA	MLA	Medical Leave of Absence
DTA	CPD	Correct - Probation End Date	LOA	FML	Family & Med Lv Act-Unpd
DTA	SCU	Update Standard Hours/COBRA	LOA	BRV	Bereavement
DTA	NJC	New Job Code	LOA	SCK	Appvd Sick w/o Pay
DTA	CTA	Contract Temporary Assignment	LOA	RET	Lv w/Right to Return
DTA	BAS	Ben Admin Correction	LOA	FDG	Loss of Funding
DTA	INC	Initiate New Contract	PAY	CSP	Change Salary Plan
DTA	RAS	Reassignment Step	PAY	S6R	Step Progression 6mo - Retro
DTA	EAV	Extend Asgnmt to vacant higher	PAY	SSI	Salary Schedule Increase
DTA	PIE	Promotion in Error	PAY	GSD	Grade Step Demotion
DTA	NCP	New Contract w/ lv PO	PAY	GSP	Grade Step Promotion
DTA	BDU	Bd Action-Chg Union Cd	PAY	RSD	Restore Step After Discipline
DTA	CJC	Correction-Job Code	PAY	LIC	Attained License
DTA	EXT	Extend Training Period	PAY	COL	Cost-of Living
DTA	SHN	Update Standard Hrs/Non-COBRA	PAY	MSK	Measure K
DTA	MOU	MOU Change	PAY	ATR	Across-the-Board, Retro
DTA	RTA	Retn from temp cntrt assignmt	PAY	EQU	Equity Adjustment - EQU

Action	Reason	Description
PAY	CAP	Continue Additional Pay
PAY	MFS	MOU F-Step
PAY	LVC	Level Change
PAY	SPR	Step Progression - Retro
PAY	RAP	Remove Additional Pay
PAY	ATP	Assign Temporary Pay
PAY	RTP	Remove Temporary Pay
PAY	MOU	MOU Change
PAY	ATB	Across-The-Board
PAY	A&E	ATB and Equity Increase
PAY	DIS	Disciplinary Reduction in Step
PAY	SPG	Step Progression
PAY	AAP	Assign Additional Pay
PAY	SEN	Seniority Pay
PAY	S11	Salary Increase(By Step)
PAY	S12	Salary Increase(By Percent)
PAY	S13	Salary Increase(By Amount)
PAY	DPP	Disability Pre-Pymt
PAY	APC	Additional Pay Correction
PAY	MSP	Measure P
PAY	EQT	Equity Adjustment - EQT
PAY	ATS	ATB Suspension
PAY	MKW	Measure K Waiver
PAY	WOS	Waiver of Stipend
PAY	DGR	Downgrading
PAY	ACP	Assign Chairman Pay
PAY	MSG	MOU Salary Grid Change
PAY	SPL	Step Per Diem Longevity
PAY	SNL	Step NRE Longevity
PAY	MPW	Measure P Waiver
PAY	POS	POST Increase
PAY	RED	Reduction
PAY	RCP	Remove Chairman Pay
PAY	WCP	Waiver of Chairman Pay
PAY	MSQ	Measure Q
PAY	MSW	Assign MSW Incentive Pay
PAY	LVA	Level Advancement - SSP
PAY	SSL	Step NRS Longevity
PAY	MIN	Minimum Wage Increase
PAY	AES	ATB & Equity - Step hrs reset
PAY	SSD	Salary Schedule Decrease
PAY	SP6	Step Progression-6mo
PAY	MWR	Minimum Wage Hours Reset
PLA	MUP	Military Leave over 30 days
PLA	EDU	Education
PLA	CFR	CFR Act-Paid
PLA	FML	FMLA
PLA	SWP	Sick with Pay
PLA	OCC	Occu Illness/Injury
PLA	MIL	Military Service
PLA	FPD	FMLA / PDL
PLA	FOI	Family & Med Lv/CFRA/OIWP
PLA	MLW	Military Leave Without Pay

Action	Reason	Description
PLA	BRV	Bereavement
PLA	APR	Appvd Abs w/o Pay
PLA	MAT	Maternity/Paternity
PLA	MLA	Medical Leave of Absence
PLA	RET	Lv w/Right to Return
PLA	NRT	Lv w/o Rt to Return
PLA	FCF	FMLA / CFRA
PLA	PDL	Preg Disability Lv-Pd
PLA	PSB	Paid Sabbatical Leave
POS	MGR	Merger
POS	EJS	Establish Job Share
POS	RJS	Remove Job Share
POS	DGR	Downgrade - Reclassification
POS	CDP	Change Dept ID
POS	UCD	Change Union Code
POS	CJC	Correct Job Code
POS	ACT	Correct Acct String
POS	HOL	Correct Holiday Schedule
POS	A&E	ATB and Equity Increase
POS	CRT	Correct Reg/Temp
POS	EQU	Equity Adjustment
POS	LOC	Change Dept Location
POS	XTR	Extra Help to Recurrent
POS	JRC	Job Re-Classification-Upgrade
POS	NEW	New Position
POS	IHC	Increase Head Count
POS	DHC	Decrease Head Count
POS	ATB	Across the Bd Pay Increase
POS	REO	Re-Organization
POS	TTL	Title Change
POS	UPD	Position Data Update
POS	XFR	Transfer Position Number
POS	NJC	New Job Code
POS	PGR	Change Pay Group
POS	UTC	Unclassified to Classified
POS	MOU	MOU Change
POS	12D	8 hr to 12 hr Designation
POS	8D	12 hr to 8 hr Designation
POS	ANG	Assign New Grade
POS	RTX	Recurrent to Extra-Help
POS	SHF	Change Shift
POS	CTU	Classified to Unclassified
POS	INA	Position Inactivated
POS	TBC	Transfer Between Companies
POS	CON	Classification Consolidation
POS	HRS	Update Std/Rtm Hours
POS	WCC	Workers Comp Code Change
POS	CNS	Consolidation
POS	RIA	RIP- Authorized to fill by CAO
POS	RIP	Retirement Incentive Program
POS	RIS	RIP - Substitute
POS	RTF	Update Rtm Hrs - Furlough
POS	CUC	Correct Union Code

Action	Reason	Description
POS	CCI	Correct Classified Indicator
POS	STA	Position Status Change
POS	JSH	Job Sharing
POS	REA	Position Reactivated
POS	MSG	MOU Salary Grid Change
POS	REC	Recycle
POS	JRS	Job Reclass - Same Grade
POS	80D	84 hr to 80 hr Designation
POS	84D	80 hr to 84 hr Designation
PRB	PRB	On Probation
PRC	PRC	Probation Completed
PRO	JRC	Job Reclassification
PRO	PRO	Promotion
PRO	PBC	Promotion Between Companies
PRO	AVH	Assign to Vacant Higher Posn
PRO	PRR	Promotion-Retro-Corr History
PRO	SAF	Promotion to Safety
PRO	XMT	Promotion from Safety to Exmpt
PRO	INT	Interim Appointment
REC	REC	Recall from Suspension/Layoff
RFL	LWR	Return frm Leave Without Right
RFL	POE	PLE Return Post Open Enrollmnt
RFL	RFL	Return From Leave
RFL	MOD	Return Fr Lv-Mod/Ptl
RFL	RUL	Return from unpaid leave
RFL	RFG	Restored Funding
RFL	MLA	Return from medical leave
RFL	RET	Return frm Leave With Right
SUS	DAC	Disciplinary Action
SUS	DSB	Disorderly Behavior
TER	HIR	Hired in Error
TER	UNS	Unsatisfactory Performance
TER	ELC	Elected Officials-End of Term
TER	TMP	End Temporary Employment
TER	EXI	Exit to Different Pay Service
TER	RTM	Retirement
TER	ELI	Elimination of Position
TER	EXH	Termination - Extra-Help
TER	RED	Staff Reduction
TER	OTP	Other Position
TER	ATT	Attendance
TER	CDE	Closing Down of Establishment
TER	EFT	End of Fixed-Term Contract
TER	EOD	End of Demand
TER	GMI	Gross Misconduct
TER	LTC	Legal Termination of Contract
TER	UFC	Unforseen Circumstances
TER	EOR	Elected Official-Resignation
TER	RTD	Retirement - Disability
TWP	RLS	Release
TWP	REL	Relocation
TWP	RES	Resignation
TWP	RTM	Retirement

Action	Reason	Description
TWP	RET	Return to School
TWP	RED	Staff Reduction
TWP	TAR	Tardiness
TWP	TRA	Transportation Problems
TWP	UNS	Unsatisfactory Performance
TWP	VIO	Violation of Rules
TWP	OTE	Other Employment
TWP	MUT	Mutual Consent
TWP	PER	Personal Reason
TWP	OTH	Other
TWP	TWP	Termination With Pay
TWP	ATT	Attendance
TWP	DEA	Death
TWP	DIS	Dishonesty
TWP	POL	Dissatisfied w/County Policies
TWP	PRM	Dissatisfied w/Promotion Opps
TWP	TYP	Dissatisfied w/Type of Work
TWP	WOR	Dissatisfied w/Work Conditions
TWP	LOC	Dissatisfied with Location
TWP	PAY	Dissatisfied with Pay
TWP	SUP	Dissatisfied with Supervision
TWP	ELI	Elimination of Position
TWP	FAM	Family Reason
TWP	HEA	Health Reasons
TWP	INS	Insubordination
TWP	JOB	Job Abandonment
TWP	MAR	Marriage
TWP	MIS	Misstatement on Application
TWP	END	End of Term
TWP	REF	Refused Transfer
TWP	RTD	Retirement - Disability
TWP	CHI	Child/House Care
TWP	DSC	Discharge
TWP	EES	Dissatisfied w/Fellow Employee
TWP	HRS	Dissatisfied with Hours
TWP	LVE	Failure to Return from Leave
TWP	ILL	Illness in Family
TWP	CON	Misconduct
TWP	LOF	Layoff
TWP	EXI	Exit to Different Pay Service
TWP	EXH	Termination - Extra-Help
XFR	FTM	Full Benefit Option to MBO
XFR	SIX	Student Intern to Extra-Help
XFR	XFR	Transfer
XFR	PEX	Per Diem to Extra-Help
XFR	LAT	Lateral Transfer
XFR	XRC	Extra Help to Recurrent
XFR	RCX	Recurrent to Extra Help
XFR	RTC	Reg To Cont-Cobra-Leave Payout
XFR	RTX	Reg to Xtra-Hlp-COBRA-Lv PO
XFR	CXH	Contract to Extra Help
XFR	INA	Interim Appointment
XFR	PSN	Position # Change

Action	Reason	Description
XFR	INE	End of Interim Appointment
XFR	RTR	Recurrent to Regular
XFR	PSS	Position # and Shift Change
XFR	RGC	Regular to Contract
XFR	LPO	Transfer w/Lv P/O no COBRA
XFR	XTC	Extra Help to Contract
XFR	ROR	Reorganization
XFR	TWD	Transfer With Demotion
XFR	TBC	Transfer Between Companies
XFR	RTE	Regular to Recurrent
XFR	CCR	Contract to Recurrent - Cobra
XFR	UJH	Update Job History
XFR	XTR	Extra Help to Regular
XFR	CTR	Contract to Regular
XFR	JCG	Job Change
XFR	CRC	Contract to Recurrent
XFR	UNC	Unclassified to Classified
XFR	JUD	Reg to Judge w/LV P/O & COBRA
XFR	SPT	Special Project Transition
XFR	NEO	New Elected Office
XFR	NES	New elected staff appt
XFR	LAP	Lateral Transfer/Probationary
XFR	END	End AVHP/Interim Appointment
XFR	FTP	Full to Partial Benefited
XFR	PTF	Partial to Full Benefited
XFR	PTR	Per Diem to Staff
XFR	TWO	Transfer Without Promotion
XFR	LTR	Lateral Transfer/Training
XFR	CTM	Contract to Regular w/ MBO
XFR	MTF	MBO to Full Benefit Option
XFR	XTM	Extra Help to Regular w/MBO
XFR	RTM	Recurrent to Regular w/MBO
XFR	EXP	Extra-Help to Per Diem
XFR	DRH	Direct Hire