

TACS Hours Codes/Reason Codes

HOURS CODES

The hours code is sometimes referred to as the payroll code

010 - Begin Tour	080 - Relocation leave
011 - Move	081 - Civil disorder leave
012 - Out to Lunch	082 - Travel within schedule
013 - In from Lunch	083 - Travel outside schedule
014 - End Tour	084 - Union official leave
024 - AWOL	085 - Voting leave
030 - Full LWOP Hours	086 - Other paid leave
031 - Partial LWOP Hours	088 - Non-bargain reschedule premium
032 - Telephone time	089 - Postmaster Org. leave
033 - Guarantee Telephone time	090 - Higher level authorization
034 - Beeper Time	091 - Overtime authorization
035 - Extra straight time	092 - Disallow guarantee time
036 - Guarantee telephone overtime	093 - No lunch punch
043 - Penalty Overtime Payment (POP)	
044 - Military LWOP	
046 - Donated Leave - Personal	
047 - Rural Free Saturday	
048 - Holiday Schedule Premium	
049 - OWCP LWOP Hours	
050 - Rural Carrier Trips	
051 - Rural carrier actual hours	
052 - Work Hours	
053 - Overtime Hours	
054 - Night Work premium hours	
055 - Annual Leave	
056 - Sick Leave	
057 - Holiday work	
058 - Holiday Leave	
059 - Part Day LWOP	
060 - Full Day LWOP	
061 - Court Leave	
062 - Guarantee time	
063 - TE cross-foot (also for code 035)	
065 - Meeting time	
066 - Convention leave	
067 - Military leave	
068 - Guarantee overtime	
069 - Blood donor leave	
070 - Stewards duty time	
071 - Continuation of pay leave	
072 - Sunday Premium	
073 - Out of schedule premium	
074 - Christmas work	
076 - Non-scheduled cross-foot	
077 - Civil defense leave	
078 - Act of nature leave	
079 - Veterans funeral leave	

REASONS CODES

The following are payroll codes with corresponding reason codes

024 00 AWOL
024 09 AWOL - Late
049 00 OWCP - Regular
049 99 10D/OWCP - Family Medical Leave
055 00 Annual leave - Regular
055 01 Annual leave - Emergency
055 09 Annual leave - Late
055 99 Annual leave - Family Medical Leave
056 00 Sick leave - Regular
056 09 Sick leave - Late
056 11 Sick leave - Restricted
056 97 Sick leave - Dependent care
056 98 Sick leave - FMLA Dependent care
056 99 Sick leave - Family Medical Leave
059 00 Part Day LWOP
059 01 Part Day LWOP - in lieu of sick leave
059 02 Part Day LWOP - Proffered
059 03 Part Day LWOP - Personal
059 04 Part Day LWOP - Other
059 05 Part Day LWOP - Maternity
059 06 Part Day LWOP - Suspension
059 07 Part Day LWOP - Union Official
059 08 Part Day LWOP - Suspending term
059 09 Part Day LWOP - Late
059 99 Part Day LWOP - Family Medical leave
060 00 Full day LWOP
060 01 Full day LWOP - in lieu of sick leave
060 02 Full day LWOP - Proffered
060 03 Full day LWOP - Personal
060 04 Full day LWOP - Other
060 05 Full day LWOP - Maternity
060 06 Full day LWOP - Suspension
060 07 Full day LWOP - Union official
060 08 Full day LWOP - Suspending term
060 09 Full day LWOP - Late
060 99 Full day LWOP - Family Medical Leave
071 00 COP - Regular
071 99 COP - Family Medical Leave
091 00 Overtime Authorization
091 01 OT Auth - Before Scheduled Tour
091 02 OT Auth - After Scheduled Tour
091 03 OT Auth - Full Tour
091 04 OT Auth - Before Scheduled Tour - Out of Schedule
091 05 OT Auth -After Scheduled Tour - Out of Schedule
091 06 OT Auth - Full Tour - Out of Schedule