**Key**

1. **Duke Unique**
   The employee’s Duke Unique ID is used as the personnel identification number.

2. **Org. Key**
   The Organizational Key identifies the employee’s pay point/department.

3. **Vac Hrs, Sick Hrs, and DDays**
   These three items pertain to University employees. Note the new balance for discretionary hours.

4. **STB Hrs, LTB Hrs, and COB Hrs**
   These three items pertain to Health System employees.

5. **M/S**
   This box displays the marital status the employee declared for tax purposes. M: Married; S: Single; H: Head of Household

6. **Gross Pay**
   Health System employees see more detail about premium pay, e.g., Clinical Nurse, Weekend, etc.

7. **Medicare and OASDI**
   These two figures added together are known as FICA Tax.

8. **Deductions**
   All post-tax deductions, 8A plus 10, are totaled in field 8B.

9. **Tax Deferred Deds**
   Employee contributions are listed by specific vendors.

10. **Post Tax Retirement**
    Post tax contributions are listed by specific vendors. The total is included in the total deductions field, 8B.

11. **Add’l Amts and Taxes**
    Additional taxes withheld appear as separate lines and in the Taxes total.

12. **United Way**
    Year-to-date United Way contributions.

13. **Imputed Income**
    Employees who have Imputed Income can see the amount for the current pay period.