

Common ePAF Errors and Remedies

NOIEMSG – Electronic Approvals Error Message

If you Click **Options>Submit Transaction** for an Electronic Personnel Action Form (ePAF) and a new form comes up called Electronic Approvals Error Message (NOIEMSG), then you have an error. To view errors

1. **Next Block**, (or **Ctrl/PgDn**)
2. You are now in the information block of this form
3. You should now see the error(s) that has occurred with this transaction

Electronic Approvals Error Message NOIEMSG 7.3 (TEST)

Proxy For:

Transaction Number: ID:

Originator:

Category: Termination Job only Errors

Approval Type	Error Type	Errors and Warnings Information
TERMJ	ERROR	*ERROR* The future dated Job record must be deleted before ending Job.
TERMJ	WARNING	*WARNING* Future changes exist - starting on 30-JUN-2007.

ERROR Future-dated job must be deleted before ending Job

Problem: The employee has a future transaction in NBAJOBS. Non-citizen employees can have a future-dated termination record due to work authorization. HR Operations will need to remove that record before you can submit the termination ePAF.

Solution: Contact HR Operations to have the transaction Removed.

ERROR UserId(s) must be entered on Routing window

Problem: Routing has not been established for the ePAF.

Solutions:

- Click on "Routing TAB" and enter HR ePAF under user ID field for both HROAP level and HROAPL level.
- Click Save and then Submit the transaction.
- Set up Routing queue for TERME and TERMJ ePAF so that this error does not repeat when you submit ePAFs the next time.

Transaction Default Earnings Job Labor Distribution **Routing** Other Information and Comments

Originator ID: |

Level Code	Level	User ID	Name	Required Action	Queue Status
HROAPR	78	HREPAF	HR EPAF	Approval	In Queue
HROAPL	88	HREPAF	HR EPAF	Apply	In Queue

***ERROR* Effective Date must be greater than Last Paid Date**

Proposed Change Proxy For:

Transaction: 73054 Waiting

Approval Category: TERME Termination of Employment

Approval Type: TERMJ Termination Job only

Generate ID:

Query Date: 21-JUL-2010

Position: HR Banner System Manager

Suffix: 00

Last Paid Date: 24-JUL-2010

Transaction Default Earnings Job Labor Distribution Routing Other Information and Comments

Field Name	Current Value	New Value
Jobs Effective Date	10-JUN-2010	18-JUL-2010
Personnel Date	10-JUN-2010	18-JUL-2010
Job Status	A	T
Job Change Reason	STR	1T01

Problem: Job effective date must be greater than or equal to Last paid date.
Solution: Correct the effective date in the ePAF, save and submit the ePAF.

HR Contact Information

ePAF Processing: 827-1770 Leave: 828-1712
 Benefits: 827-1723 Banner Security: 827-0495
 Payroll: 828-0740

See also the listing of [HR Generalist and HR Operations Staff](#).