Agricultural Sciences and Marine Sciences (AMBC)
Past Labor Redistribution (LD) Flow Chart for Stations

Notes:
1. OPE charges will redistribute automatically.
2. Each salary account code (101XX - 107XX) must be listed separately on the LD form.
3. For LDs that affect PAR forms, a revised PAR form must be submitted to AMBC Finance for scanning.
4. Do not request LDs for people outside your HOME ORG - please contact and coordinate with HOME ORG unit personnel.
5. Prior fiscal year redistribution on grant funds must be sent to Office of Post Award (OPAA) for approval and will be processed by Central Payroll
6. Redistributions greater than 90 days old on grant funds must be approved by OPAA before it can be processed by AMBC payroll contact
7. FAxxxx indexes are grant funds so get OPAA approval if necessary.
8. For OPAA approval, submit LD form to grant accountant responsible for the grant prior to submitting to AMBC payroll contact.