

Viewing and Printing my Pay Advice/Stub with Employee Self Service (ESS)



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Accessing PeopleSoft Self Service

Log into the Self Service module of PeopleSoft. At <https://oasishrms.oasis.lcl/psp/HPD9/?cmd=login&languageCd=ENG&>

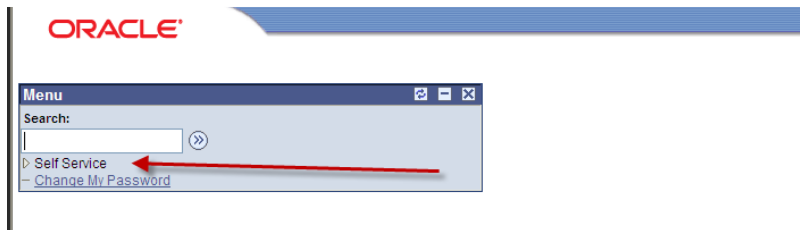
UserID = ESS + EmplID

Password = ESS + EmplID + \$ + last four digits of social security

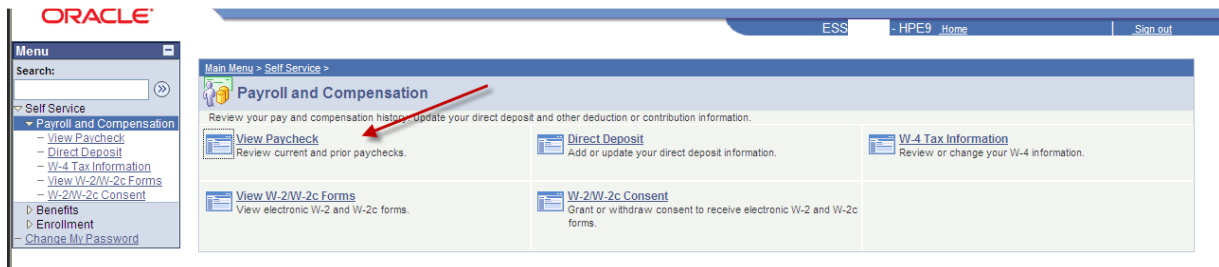


After you log in with your default password, the system will require you to change your password.

Click on the **Self Service** link.



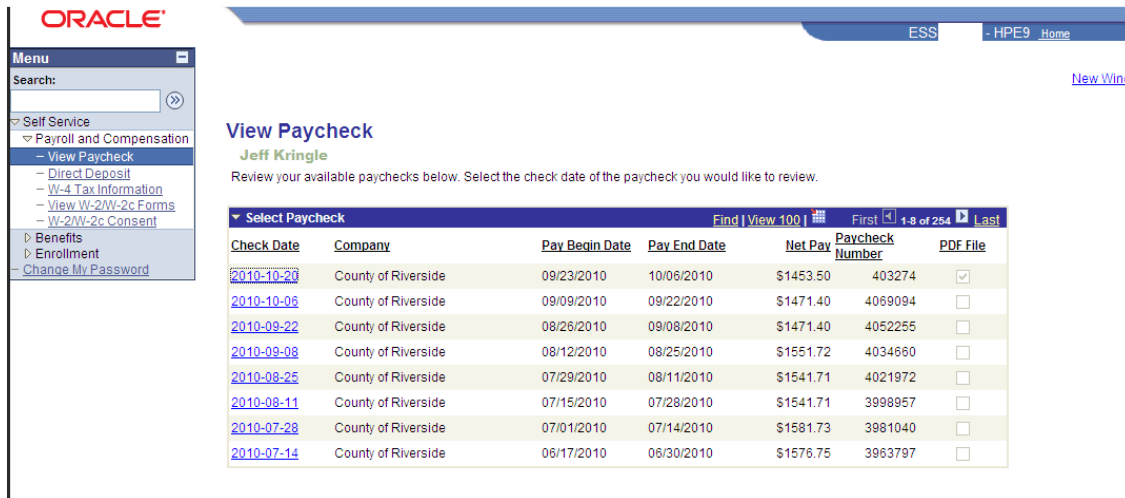
Select **Payroll and Compensation > View Paycheck**



There is a slight delay before the next page displays.

Viewing Your Pay Check/Pay Advice

The following page will display with your paycheck and/or pay advice history.



ORACLE ESS - HPE9 Home

Menu
Search: []
Self Service
Payroll and Compensation
View Paycheck
Direct Deposit
W-4 Tax Information
View W-2/W-2c Forms
W-2/W-2c Consent
Benefits
Enrollment
Change My Password

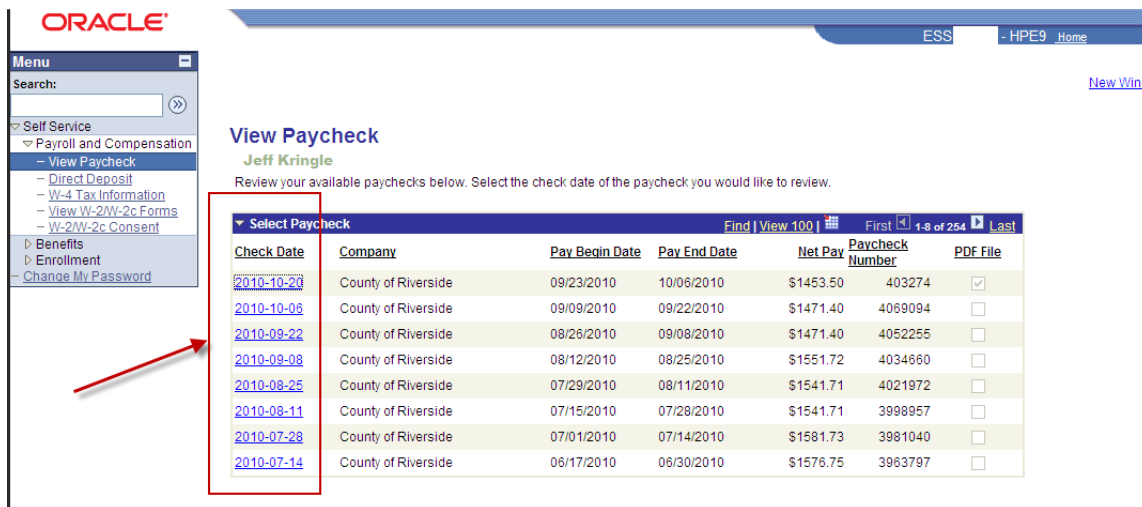
View Paycheck

Jeff Kringle

Review your available paychecks below. Select the check date of the paycheck you would like to review.

Check Date	Company	Pay Begin Date	Pay End Date	Net Pay	Paycheck Number	PDF File
2010-10-20	County of Riverside	09/23/2010	10/06/2010	\$1453.50	403274	<input checked="" type="checkbox"/>
2010-10-06	County of Riverside	09/09/2010	09/22/2010	\$1471.40	4069094	<input type="checkbox"/>
2010-09-22	County of Riverside	08/26/2010	09/08/2010	\$1471.40	4052255	<input type="checkbox"/>
2010-09-08	County of Riverside	08/12/2010	08/25/2010	\$1551.72	4034660	<input type="checkbox"/>
2010-08-25	County of Riverside	07/29/2010	08/11/2010	\$1541.71	4021972	<input type="checkbox"/>
2010-08-11	County of Riverside	07/15/2010	07/28/2010	\$1541.71	3998957	<input type="checkbox"/>
2010-07-28	County of Riverside	07/01/2010	07/14/2010	\$1581.73	3981040	<input type="checkbox"/>
2010-07-14	County of Riverside	06/17/2010	06/30/2010	\$1576.75	3963797	<input type="checkbox"/>

Click on the check date for the check you want to view.



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Menu
Search: []
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W-2/W-2c Consent
Benefits
Enrollment
Change My Password

View Paycheck

Jeff Kringle

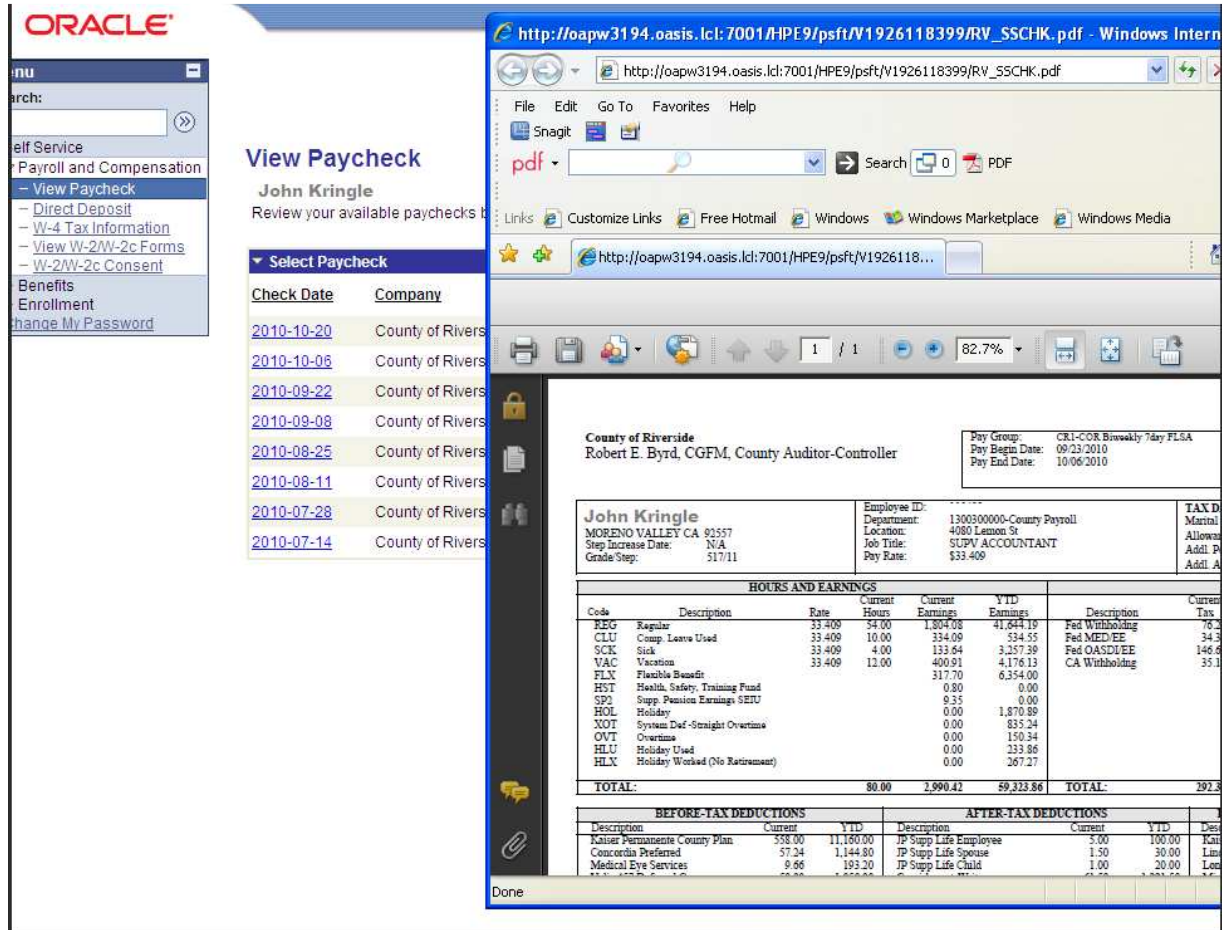
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2010-07-14	County of Riverside	06/17/2010	06/30/2010	\$1576.75	3963797	<input type="checkbox"/>

NOTE—the PDF style is only available for warrants issued December 1, 2010 or later.

Online checks issued between pay cycles may not appear in PDF version until the following payday. An online check is check that was not issued on your regular pay day. Online checks are issued when employees turn timesheets in late; partial hours are posted, prior period short term disability pay health insurance adjustments, etc.

The check/advice will open in a new window.



ORACLE

View Paycheck
John Kringle
Review your available paychecks

Select Paycheck

Check Date	Company
2010-10-20	County of Riverside
2010-10-06	County of Riverside
2010-09-22	County of Riverside
2010-09-08	County of Riverside
2010-08-25	County of Riverside
2010-08-11	County of Riverside
2010-07-28	County of Riverside
2010-07-14	County of Riverside

County of Riverside
Robert E. Byrd, CGFM, County Auditor-Controller

Pay Group: CRI-COR Biweekly Tay FLSA
Pay Begin Date: 09/23/2010
Pay End Date: 10/06/2010

John Kringle
Employee ID: 1300300000-County Payroll
Department: 4080 Lemon St
Location: 4080 Lemon St
Job Title: SUPV ACCOUNTIANT
Step Increase Date: N/A
Grade/Step: 517/11
Pay Rate: \$33,409

HOURS AND EARNINGS						
Code	Description	Rate	Current Hours	Current Earnings	YTD Earnings	Description
REG	Regular	33,409	34.00	1,804.08	41,644.19	Fed Withholding
CLU	Comp. Leave Used	33,409	10.00	334.09	534.55	Fed MED/EE
SCK	Sick	33,409	4.00	133.64	3,257.39	Fed OASD/EE
VAC	Vacation	33,409	12.00	400.91	4,176.13	CA Withholding
FLX	Flexible Benefit			317.70	6,354.00	
HST	Health, Safety, Training Fund			0.80	0.00	
SPJ	Supp. Pension Earnings SEIU			9.35	0.00	
HOL	Holiday			0.00	1,870.89	
XOT	System Def-Straight Overtime			0.00	835.24	
OVT	Overtime			0.00	150.34	
HLU	Holiday Used			0.00	233.86	
HLX	Holiday Worked (No Retirement)			0.00	267.27	
TOTAL:		80.00		2,990.42	59,323.86	TOTAL:

BEFORE-TAX DEDUCTIONS				AFTER-TAX DEDUCTIONS			
Description	Current	YTD	Description	Current	YTD	Description	Current
Kaiser Permanente County Plan	338.00	111,801.00	JP Supp Life Employee	5.00	100.00	Lim	100.00
Concordia Preferred	57.24	1,144.80	JP Supp Life Spouse	1.50	30.00	Lim	30.00
Medical Eye Services	9.66	193.20	JP Supp Life Child	1.00	20.00	Lim	20.00

Printing Your Pay Stub / Pay Advice

Use the printer icon on your tool bar to print the stub/advice.

http://oapw3194.oasis.lcl:7001/HPE9/psft/V1926118399/RV_SSCHK.pdf - Windows Internet Explorer

http://oapw3194.oasis.lcl:7001/HPE9/psft/V1926118399/RV_SSCHK.pdf

File Edit Go To Favorites Help

pdf - Search 0 PDF

Links Customize Links Free Hotmail Windows Windows Marketplace Windows Media

http://oapw3194.oasis.lcl:7001/HPE9/psft/V1926118...

Find

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County of Riverside
Robert E. Byrd, CGFM, County Auditor-Controller

Pay Group: CRI-COR Biweekly 7day FLSA
Pay Begin Date: 09/23/2010
Pay End Date: 10/06/2010

Business Unit:
Warrant #:
Warrt Date:

John Kringle
MORENO VALLEY CA 92537
Step Increase Date: N/A
Grade/Step: 517/11

Employee ID:
Department: 1300300000-County Payroll
Location: 4080 Lemon St
Job Title:
Pay Rate: \$33.409

TAX DATA:
Marital Status: Federal Married
Allowances: 8
Addl. Pct:
Addl. Amt:

HOURS AND EARNINGS						TAXES		
Code	Description	Rate	Current Hours	Current Earnings	YTD Earnings	Description	Current Tax	Current Tx Emrs
REG	Regular	33.409	54.00	1,804.08	41,644.19	Fed Withholding	76.24	2,298.02
CLU	Comp. Leave Used	33.409	10.00	334.09	534.55	Fed MED/EE	34.30	2,365.52
SCK	Sick	33.409	4.00	133.64	3,257.39	Fed OASDI/EE	146.66	2,365.52
VAC	Vacation	33.409	12.00	400.91	4,176.13	CA Withholding	35.18	2,298.02
FLX	Flexible Benefit			317.70	6,354.00			
HST	Health, Safety, Training Fund			0.80	0.00			
SP2	Supp. Pension Earnings SEIU			9.35	0.00			
HOL	Holiday			0.00	1,870.89			
XOT	System Def -Straight Overtime			0.00	835.24			
OVT	Overtime			0.00	150.34			
HLU	Holiday Used			0.00	233.86			
HLX	Holiday Worked (No Retirement)			0.00	267.27			
TOTAL:			80.00	2,990.42	59,323.86	TOTAL:	292.38	

BEFORE-TAX DEDUCTIONS			AFTER-TAX DEDUCTIONS			EMPLOYER PAID BENEFITS
Description	Current	YTD	Description	Current	YTD	Description
Kaiser Permanente County Plan	558.00	11,160.00	JP Supp Life Employee	5.00	100.00	Kaiser Permanente County Plan
Concordia Preferred	57.24	1,144.80	JP Supp Life Spouse	1.50	30.00	Lincoln Basic Life
Medical Eye Services	9.66	193.20	JP Supp Life Child	1.00	20.00	Long Term Disability Class I



Frequently Asked Questions (FAQ)

Q—I forgot my password, how do I reset it?

A—Email the Oasis help desk at OasisHelpDesk@co.riverside.ca.us or call (951) 358-6100. You can also contact your department Human Resources representative.

Q—What does ESS mean?

A—The letters are an acronym for Employee Self Service.

Q—What is my UserId?

A—Your user id begins with the letters ESS followed by your employee Id number. For example, ESS123456

Q—Who do I contact if I have questions about my Pay Advice/Stub?

A—Contact the Auditor-Controller Payroll Division at (951) 955-3810 or via email at aco_payroll@co.riverside.ca.us

Q—I am a member of Riverside Sheriff Association (RSA) and I want ACO to stop mailing my pay advice to me. Who do I call?

A—Contact the Auditor-Controller Payroll Department at (951) 955-3815 or via email at aco_payroll@co.riverside.ca.us and request to have the printing and mailing of your pay advice suppressed.

Q—I am a member of Laborers International Union of North America (LIUNA) and I want ACO to stop mailing my pay advice to me. Who do I call?

A—Contact the Auditor-Controller Payroll Department at (951) 955-3815 or via email at aco_payroll@co.riverside.ca.us and request to have the printing and mailing of your pay advice suppressed.

**Auditor-Controller Office hours
Monday – Thursday
7:30 AM – 5:30 AM**