

**Military Division  
Agency Code 190**

**State Active Duty  
Personnel and Time Entry  
Summary Report**

Date \_\_\_\_\_

**PERSONNEL INFORMATION:**

Dataset Name: MIL.S44.FTP080.PERSAD

Beginning SSN: \_\_\_\_\_ Ending SSN: \_\_\_\_\_

**TIME ENTRY INFORMATION:**

Dataset Name: MIL.S44.FTP080.PAYTRANS

Payroll Number: \_\_\_\_\_

Beginning Batch Number: \_\_\_\_\_ Ending Batch Number: \_\_\_\_\_

Number of Employees To Be Paid: \_\_\_\_\_

Total Hours: \_\_\_\_\_

I certify that the hours on this report and data file were necessary in the public service, are correct, and were actually rendered.

\_\_\_\_\_  
\*Authorized Signature  
Per Idaho Code 67-2012

**Fax to Division of Statewide Payroll at 208-334-3338**

\*Authorized signature must be an I-Time CPO, IPOPS Payroll Signer, or IPOPS Personnel Signer.