e-Campus Encumbrance Calculations

Payroll encumbrances for hourly employees are calculated based on workdays per year according to the following formula:

\[
\frac{\text{Annual Salary on Job data}}{\text{# of work days per year}} \times \text{# of days worked by the employee}
\]

Payroll encumbrances for contract employees are calculated based on workdays according to the following formula:

\[
\frac{\text{Contract Salary on Job data}}{\text{# of work days in the contract}} \times \text{# of days the employee is employed during the contract}
\]