

STATE OF HAWAII
Accounting Manual

Volume III

Part 800: Appendix - Explanations and Related Sample Reports

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SECTION 862: ASSIGNMENT WARRANT

Purpose:

The ASSIGNMENT WARRANT (Report No. PRD441) is a negotiable instrument drawn against the State of Hawaii Payroll Clearance Fund to remit to agents amounts deducted from employees' earnings.

Frequency:

Generated every payroll period.

Distribution:

The ASSIGNMENT WARRANT, along with the PAYROLL ASSIGNMENT REGISTER, is mailed directly to the assignee.

Organization of the ASSIGNMENT WARRANT:

The ASSIGNMENT WARRANT is identical in format with the PAYROLL WARRANT.

The printing sequence of the ASSIGNMENT WARRANT is:

1. Assignment type.
2. Agent code.

(NOTE: Since both the PAYROLL WARRANT and the ASSIGNMENT WARRANT are identical in format, refer to SECTION 841: PAYROLL WARRANT AND EMPLOYEE'S EARNINGS, DEDUCTIONS, AND LEAVE STATEMENT for the explanation and sample WARRANT that would be applicable also for the ASSIGNMENT WARRANT.)

September 1, 1973