NTE DATE	--	401
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IP NUMBER PANAMA ONLY (AF&NV) (AR&DODDS USE SPACES)	BAK	406
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AR WG LDR	XCI	467
		468
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AR WG SPV HR	XCJ	472
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OR		223
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		249
PREV IOUS	- --	250
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(PREVIOUS		253
OR OLD JAP		254
VALUE)		255
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OFFICE ID		257
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		259
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TSP STAT CD	TSB	288
TSP STAT DT	TSC	289
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AR ACCTG	XDV	116
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		119
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SSN	BAA	6
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NAME	BBA	15
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NAF RET IDC	R1B	50
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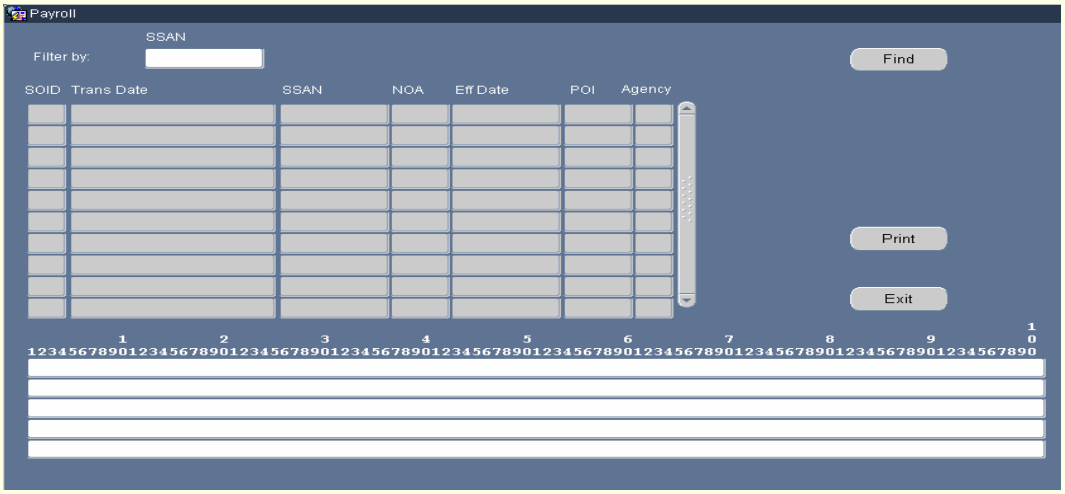
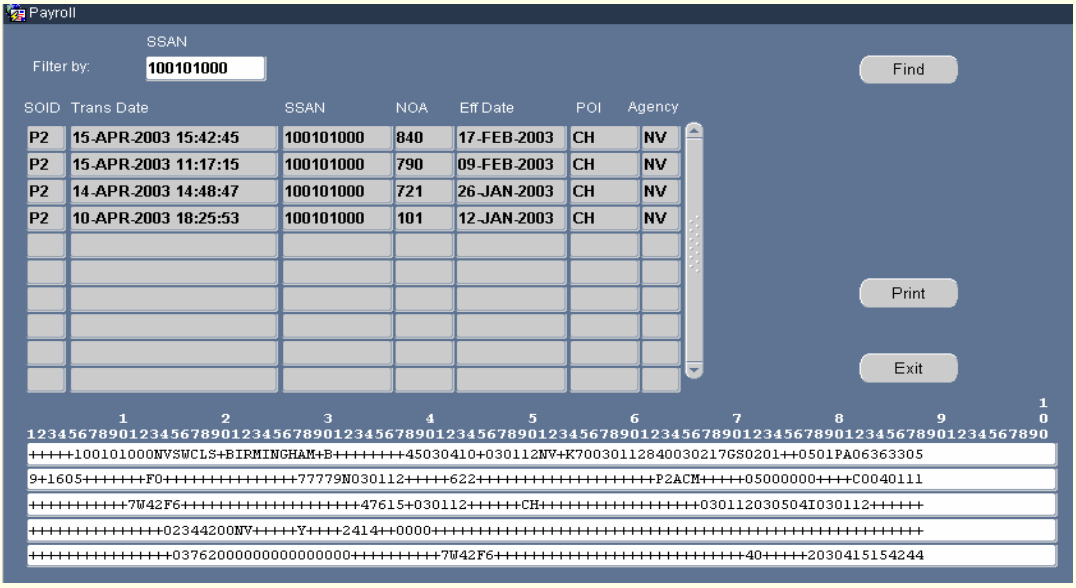
PRINTING THE PAY500

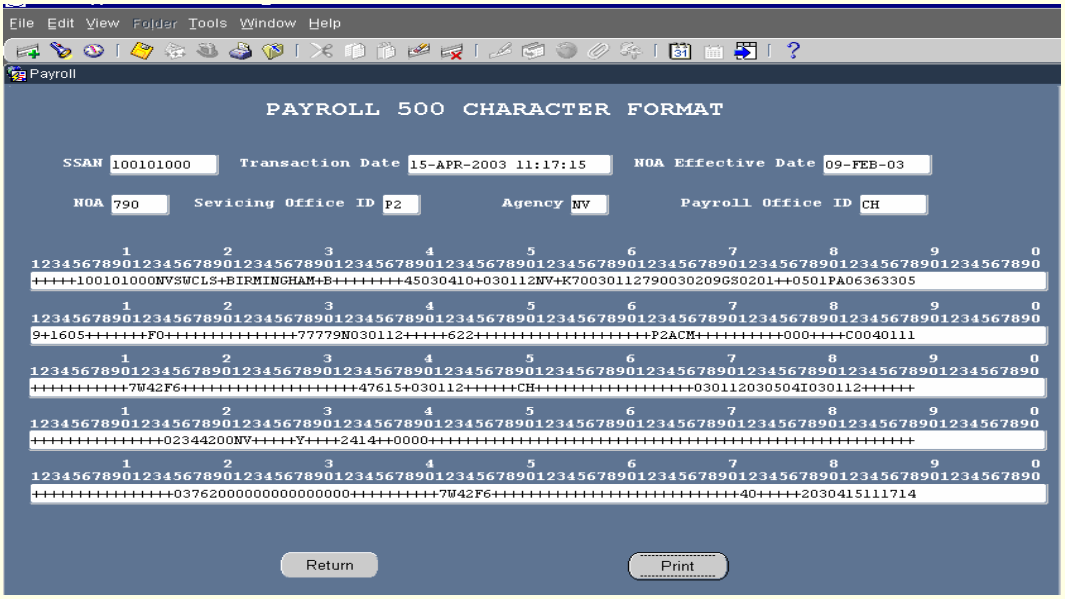
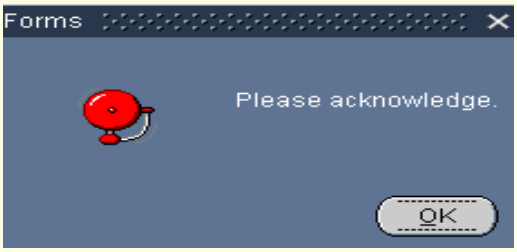
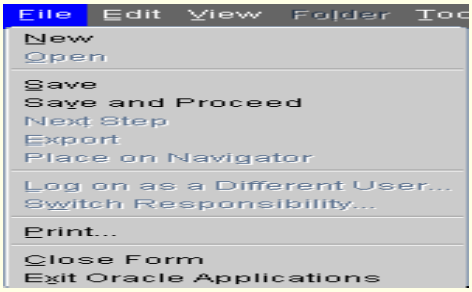
Printing the Pay500

To verify if your action created a payroll transaction file for Payroll flow to DFAS, you can print the Pay500 report after updating HR.

Follow these steps to print the Pay500:

Step	Action
1	From the Navigation List – Click on **PAY500 → <Open>**. The **Payroll** window is displayed. • Type the Employee's SSN (with or without dashes) in the **SSAN** data field. • Click **<Find>**. 
2	The **Payroll** window displays the Pay500 NOA's that have flowed to payroll on the requested employee. • Click anywhere on the line of the NOA you would like to print. • Click **<Print>**. 

Job Aid #18-7 – Pay500-How to Print

3	The Payroll 500 character format is displayed. 
4	**To Print using the <Print> button:** • Click **<Print>**. Select the appropriate printer and number of copies. • Click **<OK>** . • Click **<OK>** again in the Forms pop up menu.  **To Print using the Menu Bar:** • Click **File** on the Menu Bar. • Click **Print.** Select the appropriate printer and number of copies. • Click **<OK>**. 
5	**Note**: The forms will automatically print using portrait. To print using Landscape: • Click **<Print>** or Click **File** on the Menu Bar then Click **Print.** Select the appropriate printer and number of copies. • Click **<Properties>**. • Click on the **Basics** Tab – Select **Landscape**. • Click **<OK>**. • Click **<OK>.**
6	• Click **<Return>.** • Click anywhere on the line of the NOA if you would like to print another; or • Click **<Exit>**.