



Member Salary Contribution Report by Employer

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LOUISIANA SCHOOL EMPLOYEES'
RETIREMENT SYSTEM

Purpose

- To provide detailed instructions for employers to generate the Member Salary Contribution Report
- To list all salaries and contributions reported by the employer for each employee during a specified month including salary and contributions reported on a Contribution Correction Report (CCR) form
- To allow employers to confirm what was reported has been properly recorded

1. Log into the Salary Contributions report under Reports option.



2. Select Month and Year, and then click View Report.

When selecting the Fiscal Year option Yes; Select the Fiscal Year End for the Year to display the entire year of contributions by employer.