

The Town of Ellington

Payroll Pay Code Guide

Employee reference | Updated October 1, 2026

This guide explains the pay codes you may see on your pay statement or time record. Not every pay code will apply to you. Your pay rates and eligibility depend on the Town policies and labor agreements that apply to your position.

If you have questions about a code or how your pay was calculated, please call the Finance Office at 860-870-3115. We're happy to help!

Code	Payroll Description	Updated Description
AUT	AUTO_EARN	Automobile Tax Earning
BRM	Bereavement	Bereavement
BV	Bereavement	Bereavement
CBK	Call Back	Call Back
COH	Comp Hourly	Comp Time Hourly
CON	Contribution	Contribution
DC1	DPW OnCall 1	DPW On Call
DC2	DPW OnCall 2	DPW On Call
DT	Double Time	Double Time
ECM	Earn Comp	Earn Comp Time
EME	Emergency	Emergency Close
FLA	FMLA	FMLA
FLM	Float Memo	Float Time Off Salary Employee
FLT	Float	Float Time Off
GTL	Hist GTL	Group Term Life
HLW	Holiday Worked	Holiday Worked
HOL	Holiday	Holiday Off
HOM	Holiday Memo	Holiday Off Salary Employee
HW1	Holiday Work 1	Holiday Worked
HW2	Holiday Work 2	Holiday Worked
JUR	JURY DUTY	Jury Duty
M	Meal Allowance	Meal Allowance
MAN	Mandate Pay	Mandate Pay
MIN	Minutes	Recording Secretary - Minutes
MNO	Mndt Pay OT	Mandate Pay Overtime
MOT	MPTCA OT	Police MPTC - Training Overtime
MPC	SRO MPTC	Police MPTC - Training Overtime SRO Officer
MPO	MPTC OT	Police MPTC - Training Overtime
MRN	Marine	Police Marine Patrol

Questions or pay calculation concerns? Contact the Finance Office.

Finance Office | 860-870-3115

55 Main Street, Ellington, CT 06029

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Code	Payroll Description	Updated Description
MRO	MRNEC OT	Police Marine Patrol Overtime
MTC	MPTC	Police MPTC Training
ONC	On Call	On Call
OTH	Other	Other - Longevity
PEM	Personal Memo	Personal Time Off Salary Employee
PER	Personal	Personal Time Off
PLT	Police OT	Police Overtime
PTY	Private Duty	Police Private Duty
RDC	Road Constable	Police Road Constable
ROT	ROADC OT	Police Road Constable Overtime
SBY	Standby	Standby
SCM	Sick Memo	Sick Time Off Salary Employee
SDO	SDUTY OT	Police Special Duty Overtime
SES	Second Shift	Second Shift
SIC	Sick	Sick Time Off
SMO	SROMR OT	Police Marine Patrol Overtime - SRO Officer
SO2	SRO OT	Police Overtime - SRO Officer
SOO	SROR OT	Police Road Constable Overtime - SRO Officer
SOT	SRS OT	Police Special Duty Overtime - SRO Officer
SRC	SRO Road Co	Police Road Constable - SRO Officer
SRD	Special Duty	Police Special Duty
SRO	SRO DT	Police Double Time - SRO Officer
SRP	SRO Prv Dty	Police Private Duty - SRO Officer
SRR	SRO Marine	Police Marine Patrol - SRO Officer
SRS	SRO Spec Dty	Police Special Duty - SRO Officer
SRT	SRO OT	Police Overtime - SRO Officer
UJD	Jury Duty	Jury Duty
VAC	Vacation	Vacation Time Off
VAM	Vacation Memo	Vacation Time Off Salary Employee

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