

**1999 DRAFTING REQUEST**

**Bill**

Received: 04/26/99

Received By: **champra**

Wanted: **As time permits**

Identical to LRB:

For: **Jon Erpenbach (608) 266-6670**

By/Representing: **Rob**

This file may be shown to any legislator: **NO**

Drafter: **champra**

May Contact:

Alt. Drafters:

Subject: **Employ Pub - miscellaneous**

Extra Copies:

**Pre Topic:**

No specific pre topic given

**Topic:**

Printing of social security numbers on time cards

**Instructions:**

Prohibit state agencies from printing employees' social security numbers on time cards

**Drafting History:**

| <u>Vers.</u> | <u>Drafted</u>      | <u>Reviewed</u>     | <u>Typed</u>        | <u>Proofed</u> | <u>Submitted</u>        | <u>Jacketed</u>               | <u>Required</u> |
|--------------|---------------------|---------------------|---------------------|----------------|-------------------------|-------------------------------|-----------------|
| /1           | champra<br>05/25/99 | ygeller<br>05/26/99 | jfrantze<br>06/1/99 | _____          | lrb_docadmin<br>06/1/99 | lrb_docadminState<br>06/17/99 |                 |

FE Sent For:

<END>

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**Pre Topic:**

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**Topic:**

Printing of social security numbers on time cards

**Instructions:**

Prohibit state agencies from printing employees' social security numbers on time cards, *WRS statements / referral comp. also*

**Drafting History:**

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|--------------|----------------|-----------------|--------------|----------------|------------------|-----------------|-----------------|
| 1/?          | champra        | 1 5/26 jca      | 26/6/11      | 26/11          |                  |                 |                 |

FE Sent For:

<END>

RICK C.

To: Rob Marchant Fax:

From: Julie Date: 04/26/99

Re: Pages:

CC:

- Urgent
- For Review
- Please Comment
- Please Reply
- Please Recycle



CONFIDENTIAL

SUBUNIT 400

EMPLOYEE TIME SHEET

OTF STATE 1

FOR PAY PERIOD: 05  
02/14/99 THRU 02/27/99

SCHEDULE: 305

EMPLOYEE: WRIGHT, PAUL A

SSN: 389 84 9416 2 AC 0 CK

B-2 B-2 C-9 B-2

B-2

"MY SIGNATURE BELOW CERTIFIES THAT THE HOURS RECORDED ARE TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE."

| DAY     | 1    | 2    | 3    | 4    | 5    | 6    | 7    | 8    | 9    | 10   | 11   | 12   | 13   | 14   |
|---------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
|         | SUN  | MON  | TUE  | WED  | THU  | FRI  | SAT  | SUN  | MON  | TUE  | WED  | THU  | FRI  | SAT  |
| ADJ IN  | 0700 | 0700 | 0700 | 0700 | 0700 | 0700 | 0700 | 0700 | 0700 | 0700 | 0700 | 0700 | 0700 | 0700 |
| ADJ OUT | 2300 | 2300 | 0945 | 1500 | 2300 | 2300 | 2300 | 2300 | 2300 | 2300 | 2300 | 2300 | 2300 | 2300 |
| TOT     | 1600 | 1600 | 0800 | 1600 | 1600 | 1600 | 1600 | 1600 | 1600 | 1600 | 1600 | 1600 | 1600 | 1600 |

TOT WK1 = 104.00  
TOT WK2 = 112.00  
BI WEEKLY TOTAL: 216.00

ADJUSTMENTS TO LEAVE BALANCES

| LEAVE CODE | FROM DAY | TO DAY | HRS | MN |
|------------|----------|--------|-----|----|
| 06         | 02       | 02     | 008 | 00 |
| 06         | 03       | 03     | 005 | 15 |
| 06         | 10       | 10     | 006 | 00 |
| 06         | 13       | 14     | 006 | 00 |

SPECIAL HOURS

|                               |  |
|-------------------------------|--|
| SUPV RESP                     |  |
| 1/2 PREM OT                   |  |
| STANDBY (IN UNITS OR HRS/MNS) |  |

216.00

216

01 SICK 06 VAC 07 PERS HOL 08 SAT/LEGAL 14 LWOP 18 COMP USED

\*\*\* COMP EARNED CODES \*\*\*  
# 17 97  
# STRAIGHT PREMIUM #  
\*\*\*\*\*

Paul Wright 2/27/99  
EMPLOYEE SIGNATURE DATE

Thomas L. ... 02/25/99  
SUPERVISOR SIGNATURE DATE



State of Wisconsin  
1999 - 2000 LEGISLATURE

LRB-2984/1

RAC:.....

Jan

1999 BILL

- gen cat
- 1 AN ACT ...; relating to: prohibiting the inclusion of an individual's social security  
2 number on certain documents issued or used by the state.

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*Analysis by the Legislative Reference Bureau*

This bill does all of the following with respect to certain documents issued or used by the state:

1. Requires the secretary of employe trust funds to ensure that the social security number of a participant in the Wisconsin retirement system does not appear on any account statement sent to the participant.

2. Requires the deferred compensation board to ensure that the social security number of an individual who participates in a deferred compensation program does not appear on any account statement sent to the individual.

3. Requires the secretary of employment relations to ensure that no state agency require that its employes record their number of hours worked during any part of a pay period on a form on which is printed the employe's social security number.

For further information see the *state* fiscal estimate, which will be printed as an appendix to this bill.

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*The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:*

- 3 SECTION 1. 40.03 (2) (g) of the statutes is amended to read:

**BILL**

1           40.03 (2) (g) Shall submit once each year to each participant currently making  
 2 contributions, and to any other participant upon request or as in the secretary's  
 3 judgment is desirable, a statement of the participant's account together with  
 4 appropriate explanatory material. The secretary shall ensure that the participant's  
 5 social security number does not appear on the statement.

History: 1981 c. 96 ss. 24, 32; 1981 c. 386; 1983 a. 247; 1985 a. 29; 1985 a. 332 ss. 53, 251 (1); 1987 a. 356; 1989 a. 31, 166, 323; 1991 a. 116, 141, 152, 269; 1993 a. 16; 1995 a. 302, 414; 1997 a. 27.

6           **SECTION 2.** 40.82 (3) of the statutes is created to read:

7           40.82 (3) The deferred compensation board shall ensure that any statement  
 8 sent to employees who participate in a deferred compensation plan established under  
 9 this subchapter does not contain the social security number of the employee.

10           **SECTION 3.** 230.04 (16) of the statutes is created to read:

11           230.04 (16) <sup>The Secretary</sup> shall ensure that no agency require that its employees record their  
 12 number of hours worked during any part of a pay period on a form on which <sup>(s printed)</sup>  
 13 the employee's social security number.

14           **SECTION 4. Initial applicability.**

15           (1) WISCONSIN RETIREMENT SYSTEM. The treatment of sections <sup>g</sup>40.03 (2) (g) of the  
 16 statutes first applies to statements sent to participants in the Wisconsin retirement  
 17 system on the first day of the 7th month beginning after the effective date of this  
 18 subsection. ✓

19           (2) DEFERRED COMPENSATION PROGRAM. The treatment of sections <sup>g</sup>40.82 (3) of the  
 20 statutes first applies to statements sent to individuals who participate in a deferred  
 21 compensation plan offered under subchapter VII of chapter 40 <sup>of the statutes</sup> on the first day of the  
 22 7th month beginning after the effective date of this subsection. ✓

23           (3) RECORDING OF HOURS WORKED DURING A PAY PERIOD. The treatment of section  
 24 230.04 (16) <sup>✓</sup> of the statutes first applies to forms used by a state agency to record hours

**BILL**

1 worked by an employe for the pay period closest to the first day of the 7th month  
2 beginning after the effective date of this subsection. ✓

3 (END)



**SUBMITTAL  
FORM**

**LEGISLATIVE REFERENCE BUREAU  
Legal Section Telephone: 266-3561  
5th Floor, 100 N. Hamilton Street**

The attached draft is submitted for your inspection. Please check each part carefully, proofread each word, and sign on the appropriate line(s) below.

Date: 6/1/99

To: Senator Erpenbach

Relating to LRB drafting number: LRB-2984

**Topic**

Printing of social security numbers on time cards

**Subject(s)**

Employ Pub - miscellaneous

1. **JACKET** the draft for introduction \_\_\_\_\_  
in the Senate  or the Assembly \_\_\_\_\_ (check only one). Only the requester under whose name the drafting request is entered in the LRB's drafting records may authorize the draft to be submitted. Please allow one day for the preparation of the required copies.

2. **REDRAFT.** See the changes indicated or attached \_\_\_\_\_  
A revised draft will be submitted for your approval with changes incorporated.

3. Obtain **FISCAL ESTIMATE NOW**, prior to introduction \_\_\_\_\_  
If the analysis indicates that a fiscal estimate is required because the proposal makes an appropriation or increases or decreases existing appropriations or state or general local government fiscal liability or revenues, you have the option to request the fiscal estimate prior to introduction. If you choose to introduce the proposal without the fiscal estimate, the fiscal estimate will be requested automatically upon introduction. It takes about 10 days to obtain a fiscal estimate. Requesting the fiscal estimate prior to introduction retains your flexibility for possible redrafting of the proposal.

If you have any questions regarding the above procedures, please call 266-3561. If you have any questions relating to the attached draft, please feel free to call me.

Richard A. Champagne, Legislative Attorney  
Telephone: (608) 266-9930