

Casual pay

Following similar principles to the basic pay structure the codes are as follows:

Code	Description
BAZA	Casual pay - Academic Activities
BHZA	Casual pay - Administration
BIZA	Casual pay - Museum
BJZA	Casual pay - Library
BKZA	Casual pay - Maintenance of Premises
BLZA	Casual pay - Staff & Student facilities
BMZA	Casual pay - Technicians
BNZA	Casual pay - IT/ Computing
BOZA	Casual pay - Security
BSZA	Casual pay - Custodians/ Porters
BTZA	Casual pay - Cleaners
BUZA	Casual pay - Messengers
BVZA	Casual pay - Gardeners
BWZA	Casual pay - Catering

Additional pay

The codes are as follows:

Code	Description	Code	Description
BZAB	Additional pay - Academic activities	BZBB	Additional pay - Non-academic activities
BZAC	Additional pay - demonstrating	BZBC	Additional pay - early / late duties
BZAD	Additional pay - exam invigilation	BZBD	Additional pay - locum shift
BZAE	Additional pay - lecturing /teaching	BZBE	Additional pay - on call payment
BZAF	Additional pay - examining	BZBF	Additional pay - security
		BZBG	Additional pay - standby allowance
		BZBH	Additional pay - safety duties
		BZBI	Additional pay - first aid
		BZBJ	Additional pay - library invigilation
		BZBK	Additional pay - holiday pay
		BZBL	Additional pay - book bindery
		BZBM	Additional pay - travel allowance
		BZBN	Additional pay - reimbursement of VISA costs
		BZBO	Additional pay - telephone rental
		BZBP	Additional pay - additional hours
		BZBQ	Additional pay - honorarium
		BZBR	Additional pay - bonus
		BZBS	Additional pay - recruitment incentive
		BZBT	Additional pay - PVC allowance

The structure has been designed to offer two parent codes: **BZAB** (Additional pay - Academic activities) and **BZBB** (Additional pay - Non-academic activities) with further codes available in the BZA* and BZB* range to give greater detail when and if required.

Transaction code AAAA will remain in use for Institutional Responsibility payments.