



TC
TOKAT GAZIOSMANPASA UNIVERSITY
PAZAR VOCATIONAL SCHOOL of HIGHER EDUCATION
Process Chart

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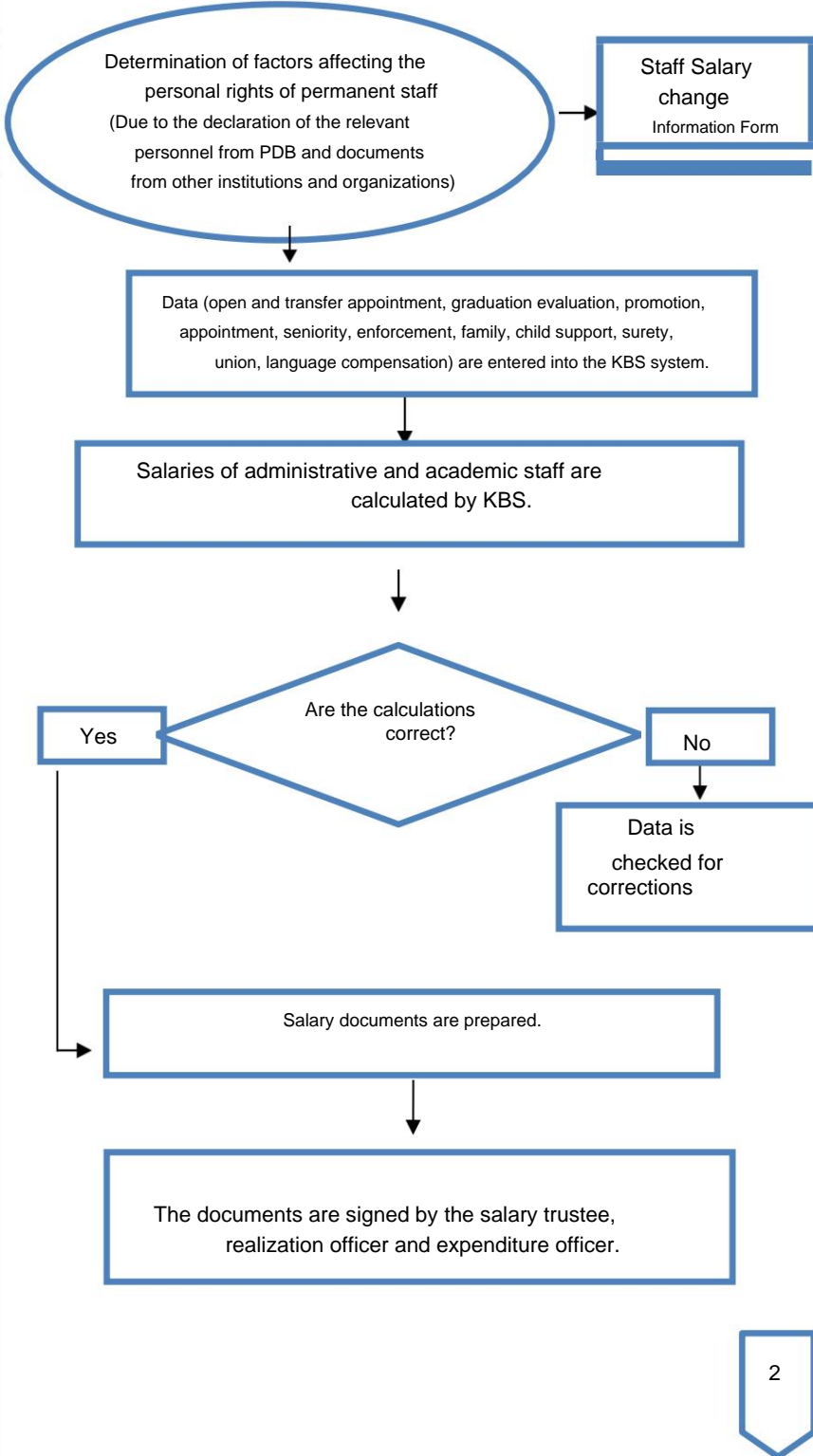
Financial Affairs Unit

Work Flow Number: İ.A.Ş.016

SALARY PREPARATION WORKFLOW PROCESS

Responsible

Legislation/Documents



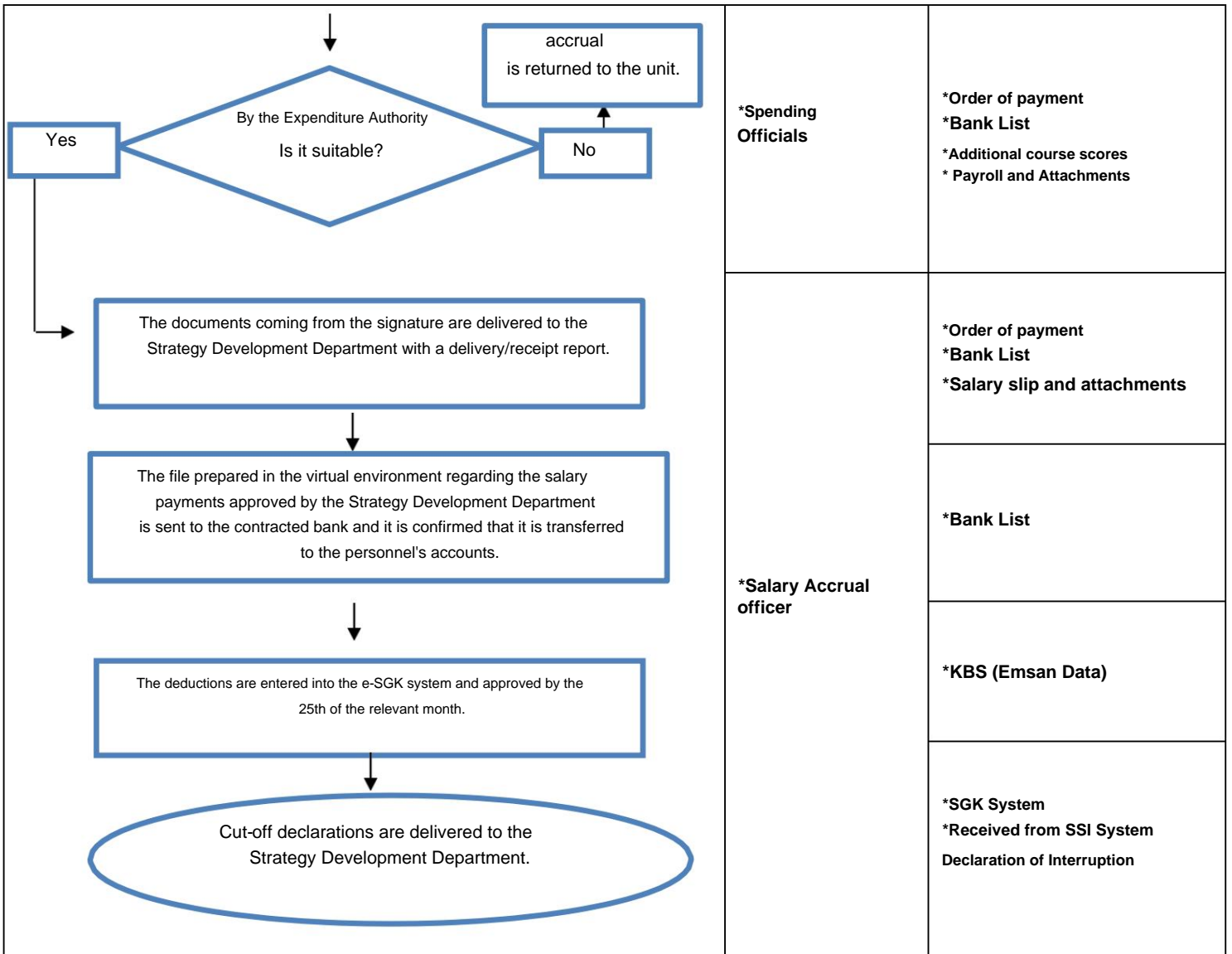
*Salary Accrual officer

*Law No. 657 *Law No. 2914 (2547) *Law No. 5510 *Law No. 5434 *Law No. 5018 *Decree Law No. 631 *Decree Law No. 666 *103 Central Government Budget Law

*Family Status Notification form
*Family Assistance Notification form
*Title-Rank-Promotion Decrees
*Seniority Promotion Lists
Assignment Approvals
*Union Lists
*Enforcement Court Decisions

*Order of payment
*Bank List
*Personnel Notification
*Minimum Subsistence Discount
*Base list
*For Academic Staff Academic Incentive List
*Payslip and Related Making Change on the Moon Information and Documents

*Salary Accrual officer
*Realization officer
*Spending Officials



***Spending
Officials**

***Order of payment
*Bank List
*Additional course scores
* Payroll and Attachments**

***Salary Accrual
officer**

***Order of payment
*Bank List
*Salary slip and attachments**

***Bank List**

***KBS (Emsan Data)**

***SGK System
*Received from SSI System
Declaration of Interruption**