Who can edit the Employee ID field on the MCD eForm?

Tell Me

1. If you are the Preparer, then the Employee ID is not editable.
2. If you are a Business Officer or identified in Banner as a Supervisor, then the Employee ID is editable and can be overridden.

Related FAQs

- Can our Department create policies to ensure that FLSA (Fair Labor Standard Act) subject employees who receive a Mobile Communication Device (MCD) allowance do not use their devices outside of normal, established working hours?
- Are there specific security policies I need to comply with if I receive a Mobile Communication Device (MCD) allowance for my personal MCD?
- Is an employee on leave eligible to receive an MCD allowance?
- How do I terminate an MCD allowance?
- What supporting documentation should I submit with my MCD Allowance Request eForm?