

Hot Off The Press

Updating an Employee mailing address through HRConnect

Effective August 15, 2003: When an employee's mailing address (reference BPP Screen 111) is changed through HRConnect, the system will attempt to update any bond mailing addresses for the employee (reference BPP Screen 110). The address update will be made to the bond mailing address if A) the employee SSN matches the bond owner SSN or B) the bond mailing address street and city exactly match the current employee mailing address street and city. If neither of these conditions are met, the bond mailing address will be left as is. Any Bond owner address fields that are blank will be left blank.

