

## Overview and general explanation of this file

The data contained in this file is for Fiscal Year 2016 (July 1, 2015 - June 30, 2016). In Fiscal Year 2016, the State of Minnesota had the usual 26 pay periods.

The data is split into three spreadsheets: HR Info, Earnings, and Metadata. Earnings represent the total expenditures on behalf of each individual for all positions from the previous fiscal year. While the Earnings data is summed up by individual, the HR data represents all currently active positions the individual held as of June

The relationship between HR Info and Earnings is not always direct, especially when the individual held or currently holds multiple positions in state service. An individual may have earned their previous year's earnings in a completely different position or set of positions sometimes crossing multiple agencies. Please keep in mind that any number representing earnings is total earnings for all positions from all agencies for the previous year and not an isolated subset.

Within the Earnings tab of the file, the dollars included in the salary column represents the total amount expended on behalf of the individual for regular work, vacation, sick, holiday etc. for full time, part time, seasonal and other service for the period between July 1, 2015 and June 30, 2016. These amounts may also include retroactive earnings for the prior fiscal year.

This amount does not represent what would appear on their W-2 as various types of earnings are taxable and others are not. Plus, the information on their W-2 is calendar year data and this file contains fiscal year data. The figure does not necessarily reflect the employee's current or annualized salary.

The Metadata sheet explains the fields in the other two spreadsheets.