Certification within the Tolerance Threshold

Welcome to the Certification within the Tolerance Threshold module. In this module you will learn that policy allows effort to be reported within a tolerance threshold.

Introduction

If an employee is unable to be precise about reporting the amount of effort expended on a specific project, policy allows for a +/- tolerance threshold.

What is the Tolerance Threshold?

The **current practice** in the University of California is to **certify effort within +/- 5% accuracy**.

When is it appropriate to certify effort within the +/- tolerance threshold?

When effort reported is within +/- 5% of actual effort expended it is appropriate to certify the report.

For example: An employee receives an Effort Report indicating that 25% of his/her effort has been charged to a sponsored project. The employee can certify that percentage if between 20% and 30% of his/her time was spent on that project because the actual effort exerted was +/- 5% of what was charged to the sponsored project.

When is it appropriate to certify effort within the +/- tolerance threshold?

However, if the Effort Report shows 25% time, the employee **knows precisely** that he or she worked 22% time and proceeds to change and certify the Effort Report to 22% then the tolerance threshold does not apply.

ERS will flag an out-of-balance situation with a status of Certified/AdjusReqd, indicating that some action must be taken to bring the two into balance.

Conclusion

This concludes the Certification Within the Tolerance Threshold module. In this module you learned that:

- Effort may be certified if it is within 5 percentage points of the actual effort percent.