SERVICE REQUEST 12820

HUMAN RESOURCES MANAGEMENT INITIATIVE

DETAILED DESIGN

Document Number DETL1068
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Information Systems & Computing
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INTRODUCTION

This Detailed Design addresses plans to change the Payroll/Personnel System (PPS) to fulfill the following requirements of Service Request 12820, dated May 28, 1996. The remainder of the requirements will be addressed at a later date.

- The current four tier staff personnel program structure must be collapsed into one program called ‘Staff’. The Staff program will have two divisions, ‘Support Staff and Professionals’ and ‘Management and Senior Professional’, to identify differences in policy. Within the Management and Professional Group will be a subgroup, the Senior Management Group, consisting of all those in the Management and Senior Professional group who have an appointment Title Code (EDB 2006) value of 0001 through 0199. As of July 1, 1996 the Personnel Program Code (EDB 2007) values on the Employee Data Base (EDB) must change to reflect these new divisions. Executive, current code ‘E’, will become Senior Management Group, new code ‘2’. The appointment Title Code value for this group must be 0001 though 0199. Management and Professional (MAP), current code ‘M’, will become Management and Senior Professional Group, new code ‘2’, and must have a Title Code other than 0001 through 0199. Administrative and Professional Staff (A & PS), current code ‘P’, will be Support Staff and Professional Group, new code ‘1’. Staff, current code ‘S’, will be ‘Support Staff and Professional Group, new code ‘1’.

- The Appointment Begin Date (EDB 2002) must be changed to 07/01/96 on all those appointments which have the Personnel Program Code changed. Appointments ending before 7/1/96 will not be changed. The Pay Begin Date (EDB 2053) for all distributions associated with appointments which are being changed must be updated to 07/01/96 if the Pay Begin Date is earlier than 07/01/96 and the Pay End Date is later than 6/30/96.

- The Leave Accrual Code (EDB 2018) values for all current A&PS and Executive employees with a Hire Date (EDB 0113) earlier than 7/1/96 must be changed to a new code signifying that the minimum total employment service credit (i.e. Employment Service Credit (EDB 0719) plus Prior Service Months (EDB 0146) required for each Leave Accrual Code value will remain the same as it has been. The new “grandfathered” Leave Accrual Code values are as follows.

  - ‘A’ becomes ‘G’
  - ‘B’ becomes ‘H’
  - ‘C’ becomes ‘J’
  - ‘D’ becomes ‘K’

Employees with a Hire Date after 6/30/96 will have the old codes A, B, C, D with the new minimum total employment service credit (ESC) amounts. Automatic derivation of Leave Accrual Code must become bargaining Unit sensitive since the total minimum ESC for a bargaining unit may be set by labor contract.

- The Appointment Type Code (EDB 2020) value for all non-Academic employees with an Appointment Basis (EDB 2010) value of 9, 10 or 11 will be changed to ‘7’. The value of ‘7’ will signify “Partial-Year Career” Positions.

- The History Data Base (HDB) must be changed to show that relevant appointments and distributions were ended on 6/30/96 and then had their begin dates changed to 7/1/96.

- Modifications to existing EDB file maintenance consistency edits and monthly maintenance edits are also required for the new Personnel Program Code, Appointment Type and Leave Accrual Code values. See the Service Request for complete details.
• Modify the existing Payroll Computation transaction edits to include the new Appointment Type value.

• Modify the Payroll Computation process to allow non-represented employees accrue factored vacation leave for any hours worked in a month rather than requiring these employees to be on pay status for one-half or more of the working hours in a month to be eligible for vacation. Sick leave retains the current policy of requiring on pay status of one-half or more working hours in a month. This new policy will not apply to represented employees.

• The PAN Notification Distribution Classification (NDC) Codes must be changed to reflect the new personnel program group designations.

• The Applied Resources Security Manager (ARSM) rule which refers to personnel programs must be changed to reflect the new code values.

• The On-line EDB Employment Documentation generation process (IDOC function on-line) must be changed to display the correct translations for the new Personnel Program Code values.

The following is a list of the modifications which will be made to the PPS to fulfill the above requirements.

• The Bargaining Unit Leave table, will be added to the Bargaining Unit Table series. This will be a new segment on the VSAM Bargaining Unit Table called the Leave Segment and new DB2 table PPPBUL. The table will contain the valid Leave Accrual Code values and corresponding minimum Employment Service Credit (ESC) values for each Bargaining Unit/Representation Code/Special Handling Code combination, where the Leave Accrual Code value and its corresponding minimum ESC value differs from the values of the general population because of a collective bargaining agreements. There will also be a set of default population values which will be sent with the release.

• The Title Code tables must be changed to reflect the new Title Type values which correspond to the new Personnel Program Code values. In addition, the names of Title Code Table columns will be changed to reflect the fact that A&PS and Staff have been changed to SSP (Support Staff and Professionals) and that Executive and MAP’s have been changed to MSP (Management and Senior Professionals). Since the Title Code System (TCS) will add the Pay Representation Code to the TCS SGT Table, we will change the PPPSGT Table in the CTL to reflect this change. A one-time process will be written to convert the Title Code Tables.

• Several CTL Tables must be updated.

• A one-time process will be written which will create appointment transactions to change the Title Code value to its current value for of all non-academic appointments. For all appointments active as of 7/1/96 and all future appointments, it will change the Appointment Begin Date to 7/1/96, change the Appointment End Date to its current value, and change the Leave Accrual Code and Appointment Title Type where appropriate. For current and future appointments the program will also directly update the Appointment End Date to 6/30/96 and create Employee Change File (ECF) records reflecting that change. These ECF records will be run through the HDB update process. The program will also create distribution transactions for all distributions related to the appointments having their dates updated if the Distribution Begin Date is prior to 7/1/96 and the Distribution End Date is after 6/30/96. These distribution transactions will change the Distribution Begin Date to 7/1/96. File maintenance must be run to process these one-time transactions in order to update the EDB with the correct dates and the new Personnel Program Codes. The Personnel Program Codes will be taken from the Title Code Tables which will already have been converted.

• A one-time process will be written to change the ARSM process.

• A one-time process will be written to change the NDC codes on the PND Table.

• The File Maintenance process will be changed to recognize the new Personnel Program Code values, Leave Accrual Code (EDB 2018) values and a new Appointment Type (EDB 2020) value.
• The transaction edits in the Payroll Computation Process will be changed to recognize the new Appointment Type value and to recognize the vacation leave accrual policy for non-represented employees.

• The Monthly maintenance process will be changed to derive the Leave Accrual Code based on values in Bargaining Unit Leave Table rather than based on values which have been in the program for the Leave Accrual Code and corresponding minimum Employment Service Credit. Monthly Maintenance will also be changed to produce error messages if the Appointment Type code indicates that the appointment is not Partial-Year Career and the employment to date Partial-Year deduction balance for greater than zero.

DIFFERENCES FROM REQUIREMENTS DEFINITION
Analysis of the functional and technical impact of the original service request has resulted in the following changes and clarifications to the requirements.
Change: Page 3, paragraph one. Delete the phrase ‘active or future appointments as of July 1, 1996’. The Personnel Program Code will be changed for all appointments on the EDB which are non-academic. However, the Appointment and Distribution Date, Leave Accrual Code and Appointment Type will not be changed on appointments which expire prior to July 1, 1996. (See PPO1068A for details.)

Change: Page 4, paragraphs three and four. Delete the phrase ‘non-represented' and ‘non-exclusively represented’.

Clarification: Page 28, 08-720 and 12-920, Proposed. Support for Campus differences will not be provided in this release because further clarification is needed.
UPAY565D
This new form will be used to input updates to the new Bargaining Unit Leave Table, PPPBUL. See Attachment A for a copy of this form. See also Program PPP010 below.

UPAY789
This form is used to enter update transactions for A&PS titles will be obsoleted.

UPAY790
This form is used to enter update transactions for Executive titles will be obsoleted.

UPAY791
Currently, this form is used to enter update transactions for MAP titles.

This form will be used to enter update transactions for MSP titles.

UPAY792
Currently, this form is used to enter update transactions for STAFF titles.

This form will be used to enter update transactions for SSP titles.

Salary Grade, Health Flag, Covered Grade Lookup Flag, and Uncovered Grade Lookup Flag values will be entered on Transaction Code 51 in columns 22 through 23, column 24, column 25, and column 26 respectively.

Merit Base and Memo Grade values will be entered on Transaction Code 52 in column 48 and columns 49 through 50 respectively.

UPAY793
Currently, this form is used to enter the Salary Grade information on Transaction Code 01.

The Pay Representation Code will be entered in columns 9 through 11.

Salary Grade will be entered in column 12.

The Effective Date will be entered in columns 13 through 20.

Minimum Salary Range will be entered in columns 21 through 31.

Midpoint Salary Range will be entered in columns 32 through 42.

Maximum Salary Range will be entered in columns 43 through 53.
UPAY795
Currently, this form is used to enter Purge Specifications for Title Code Common Information and Rate Set Information.

The columns for specifying Purge Specifications on Personnel Program Codes ‘E’ and ‘P’ will be removed. The request for purging Personnel Program Codes 2 and 1 will be entered in columns 17 and 18 respectively. The request to purge Title Code Common Information will be entered in column 19. The request to purge Rate Set Information will be entered in column 20.

UPAY812
Selected reports for Executive and A&PS titles will be removed.

By entering any character in column 20 and column 21, report for MSP titles and SSP titles will be printed.

UPAY831A
The texts explaining the values for the Personnel Program selection criteria STAFF, ACADEMIC, and ALL will be removed.

UPAY831B
The texts explaining the values for the Personnel Program selection criteria STAFF, ACADEMIC, and ALL will be removed.
CONTROL TABLE (CTL) CHANGES

Title Code Table and Salary Grade Table Maintenance
DB2 column names containing ‘EXEC’, MAP’, or ‘STAFF’ have been renamed.

DB2 columns have been added to the PPPTPS Table for Salary Grade, Health Flag, Covered Grade Lookup Flag, and Uncovered Grade Lookup Flag. In addition, DB2 columns Merit Based and Memo Grade have been added to the PPPTPT Table. Pay Representation Code has been added to the PPPSGT Table.

In support of the DB2 structure changes to tables PPPTPS, PPPTPT, and PPPSGT, and the obsolescence of tables PPPTPE, PPPTPP, PPPTPH, and PPPTPI, the following programs will be modified:

PPCTLR33
PPCTRL34
PPCTLU33
PPCTRLU34
PPEC005
PPEI005
PPP003
PPP004
PPP030
PPP635
PPTCTUTL
USER12
USER17

Bargaining Unit Leave Table
Bargaining Unit Leave Table will be a new segment on the VSAM Bargaining Unit Table called the Leave Segment and corresponding new DB2 table PPPBUL. The DB2 table will be created by TSBUL00C, TBBUL00C, IXBUL00C and viewed using PPPVZBUL. The VSAM version will be updated via program PPP010 and the DB2 version will be updated by PPP851. PPP010 and PPP851 will be modified.
HISTORY CONTROL TABLE (CDB) CHANGES

Bargaining Unit Leave Table
A History Bargaining Unit Leave Table, PPPBULH, will be created to correspond to the CTL PPPBUL. This DB2 table will be created by TSBULH0C, TBBULH0C, IXBULH0C and viewed using PPPVZBULH. The table will be updated via program PPP741 and new called modules PPBULFET, PPBULHFT, PPBULHST and PPBULHUP. PPCDBFET and PPPP741 will be modified.
COPY MEMBERS

CPLNKTCCL
The field names containing 'MAP' will be replaced with ‘MSP’. The field names containing ‘STAFF’ will be replaced with ‘SSP’. The field names containing ‘EXEC’ or ‘A&PS’ will be removed.

The following items will be added:

- SPP Health Flag
- SSP Covered Grade Lookup Flag
- SPP Uncovered Grade Lookup Flag
- SSP Merit Based Flag
- SSP Memo Grade

CPLNKTCN
Reports for ‘A&PS’ and EXEC’ will be obsoleted.

The 88 level values for requesting reports PPP0310 andPPP0311 will be removed. Report PPP0308 will contain ‘MSP’ information, and report PPP0309 will contain ‘SSP’ information.

CPLNKTCU
The fields containing ‘EXEC’ and ‘A&PS’ will be removed, and the named fields containing ‘MAP’ and ‘STAFF’ will be renamed to ‘MSP’ and ‘SSP’.

Due to the obsolescence of Tables PPPTPP, PPPTPH, PPPTPI, and PPPTPE, Transaction Codes 21, 23, and 31 will be removed.

Due to the addition of columns on Table PPPTPS, entries for fields Salary Grade, Health Flag, Covered Grade Lookup Flag, and Uncovered Grade Lookup Flag will be added to Transaction 51.

Due to the addition of columns on Table PPPTPT, entries for fields Merit Based and Memo Grade will be added to Transaction 52.

CPWSBULH
This will be a layout of the new table PPPBULH.

CPWSBUTI
This is the linkage for the Bargaining Unit utility program. The following input fields will be added.

- BUTI-IN-ESC-VALUE - to pass the total employment service credit value
- BUTI-IN-LEAVE-CODE - to pass the appointment leave accrual code value
- BUTI-IN-ASHC - to pass the appointment special handling code value

These values are used in the new ‘DL’, derive leave code, action. The following output fields will be added.
BUTI-OUT-LEAVE-CODE - to pass back the leave code derived by the program
BUTI-OUT-LEAVE-CODE-FLAG - to signal whether the leave code derivation process was successful.

CPWSNTCL
The ‘EXEC’ and ‘MAP’ values specified in the 88 level for valid Notification Distribution Classification will replaced with ‘SR MGMT’ and ‘MSP’ respectively. The ‘STAFF’ value specified in the 88 level for valid Notification Distribution Classification will be replaced with ‘SSP’. The ‘A&PS’ value specified in the 88 level for valid Notification Distribution Classification will be removed.

CPWSWRKC
The key to the PPPBUL table will be added to this copymember.

CPWSWRKPP
The key to the PPPBUL table will be added to this copymember.

CPWSW88S
This copymember will be modified to include two new 88 level values for the Personnel Program Code, ‘1’ for Staff Professionals and ‘2’ for Management Professionals. The following Personnel Program Code values are being deleted: ‘E’ for Executive, ‘M’ for Map, ‘P’ for A&PS, and ‘S’ for Staff.

CPWSX BUT
A new Bargaining Unit Leave Segment will be added to this layout of the Bargaining Unit Table segments. It will contain the same key fields as the other BUT segments. The BUT data for the segment will consist of 40 occurrences of the XBUT-LEAVE-CODE, containing the leave accrual code value, and XBUT-LEAVE-ESC-MIN, the minimum total employment service credit value for that leave accrual code value.

CPWSX IDC
This copymember will be modified to include two new 88 level values for the Personnel Program Code, ‘1’ for Staff Professionals and ‘2’ for Management Professionals. The following Personnel Program Code values are being deleted: ‘E’ for Executive, ‘M’ for Map, ‘P’ for A&PS, and ‘S’ for Staff. Another 88 level is being added to contain Senior Management Title values 0001 through 0199.

CPWSXTCT
Name fields and comments containing EXEC’ will be removed. 88 level values for reports PPP0310 and PPP0311 will be removed. Messages 01-259, 01-318, and 01-349 will be removed.

CPWSXT IF
The key to the PPPBUL table will be added to this copymember.
DDL'S

**IXBULH0C**
This DDL will create the index to the BULH table. The key will be
BUL_BUC
BUL_REP
BUL_SHC
BUL_DISTRIBUTION
BUL_LEAVE_CODE
SYSTEM_ENTRY_DATE
SYSTEM_ENTRY_TIME

**IXBUL00C**
This DDL will create the index to the BUL table. The key will be
BUL_BUC
BUL_REP
BUL_SHC
BUL_DISTRIBUTION
BUL_LEAVE_CODE

**IXSGT00C**
Index SGT-PAY-REP-CODE will be added to the PPPSGT Table.

**IXTPT00C**
The Indexes containing ‘STAFF’ will be replaced with ‘SSP’.

**IXTPU00C**
The Indexes containing ‘STAFF’ will be replaced with ‘SSP’

**IXTPX00C**
The Indexes containing ‘STAFF’ will be replaced with ‘SSP’

**IXTPY00C**
The Indexes containing ‘STAFF’ will be replaced with ‘SSP’

**PPPVVBULH**
This DDL will be the whole table view of the BULH table.

**PPPVZBUL**
This DDL will be the whole table view of the BUL table.
The column SGT-PAY-REP-CODE will be added to the view.

The column name containing ‘EXEC’ will be replaced with ‘MSP’

The column names containing ‘STAFF’ will be replaced with ‘SSP’

The column names containing ‘STAFF’ will be replaced with ‘SSP’

The column names containing ‘STAFF’ will be replaced with ‘SSP’

The column names containing ‘STAFF’ will be replaced with ‘SSP’

This DDL will be used to create the new BULH table in the CTL data base. The columns will be as follows.

BUL_BUC
BUL_REP
BUL_SHC
BUL_DISTRIBUTION
BUL_LEAVE_CODE
SYSTEM_ENTRY_DATE
SYSTEM_ENTRY_TIME
BUL_LEAVE_ESC_MIN
BUL_LAST_ACTION
BUL_LAST_ACTION_DT

This DDL will be used to create the new BUL table in the CTL data base. The columns will be as follows.

BUL_BUC
BUL_REP
BUL_SHC
BUL_DISTRIBUTION
BUL_LEAVE_CODE
Column SGT-PAY-REP-CODE will be added to the PPPSGT Table.

The column containing ‘EXEC’ will be replaced with ‘MSP’

The columns containing ‘STAFF’ will be replaced with ‘SSP’. Columns for Salary Grade, Health Flag, Covered Grade Lookup, and Uncovered Grade Lookup flag will be added.

An Alter for Columns Salary Grade, Health Flag, Covered Grade Lookup, and Uncovered Grade Lookup Flag will be provided.

The columns containing ‘STAFF’ will be replaced with ‘SSP’

Columns for Merit Base and Memo Grade will be added.

The columns containing ‘STAFF’ will be replaced with ‘SSP’

The columns containing ‘STAFF’ will be replaced with ‘SSP’

The columns containing ‘STAFF’ will be replaced with ‘SSP’

This DDL will be used to create the BULH table in the CDB data base.

This DDL will be used to create the BUL table in the CTL data base.
Include Members

The following include members will be created or modified to correspond to the views of the same name described above under DDL Members.

PPPVBULH

PPPVZBUL

PPPVZSGT

PPPVZTPM

PPPVZTPS

PPPVZTPT

PPPVZTPU

PPPVZTPX

PPPVZTPY
Programs

**PPAPTLAC**
This program is called if the campus has automatic Leave Accrual Code adjustment. It will be modified to call PPBUTUT2 to derive the Leave Accrual Code if the Personnel Program Code value is 1. The program will pass the current Leave Accrual Code, the total employment service credit amount and the Appointment Title Unit Code, Representation Code and Special Handling Code to PPBUTUT2. PPBUTUT2 will return the correct Leave Accrual Code. If PPBUTUT2 cannot find a BUT table entry for that appointment data combination and it cannot find a default population value for that Leave Accrual Code value it will return an error flag to PPAPTLAC. If an error flag is returned, the following message will be issued.

Error Message 13-208 LEAVE ACRU CODE NOT DERIVED - NO DEFAULT ON BARG UNIT LEAVE TBL

If the Personnel Program Code value is ‘2’ and the Leave Accrual Code is not ‘K’ (i.e. a management appointment with the highest grandfathered leave accrual code), then the program will derive the Leave Accrual Code value using the same minimum ESC values which are currently being used by Personnel Code Value ‘M’.

**PPBULFET**
This new module will select and fetch all column values in the PPPBUL table for updating the PPPBULH table. It will follow the model of all other FET type programs in the CDB update complex.

**PPBULHFT**
This new module will select the row with the latest system entry date and time from the PPPBULH table for a given PPPBUL table key, i.e. a given Bargaining Unit code, representation code, special handling code, distribution code and leave accrual code. It will follow the model of all other HFT type programs in the CDB update complex.

**PPBULHST**
This new module will receive a call from the CDB update program, PPP741, to pass back the number of changes made to the PPPBULH table. It will follow the model of all other HST type programs in the CDB update complex.

**PPBULHUP**
This new module will update, insert or delete rows from the PPPBULH table. It will follow the model of all other FET type programs in the CDB update complex.

**PPBUTUT2**
Two new routines must be added to this program. The first will load the values of the Bargaining Unit Leave (BUL) Table into an internal table. This routine will be performed after all the other BUT tables have been loaded into internal tables. All the rows of the PPPBUL table will be selected in order by Bargaining Unit Code, Representation Code, Special Handling Code, Distribution Unit Code and then Leave Accrual Code. Data from each row will be put in a table containing the Bargaining Unit Code (BUC), Representation Code, Special Handling Code (SHC), Leave Accrual Code, Minimum Employment Service Credit value for that BUC/Rep/SHC/Leave Accrual Code combination and the Minimum Employment Service Credit for the next Leave Accrual Code with the same BUC/Rep/SHC combination. The value for the Minimum Employment Service Credit for the next Leave Accrual Code will be high values if the current leave accrual code is the last in the series. Below is the resulting table for the default population plus a proposed test case, the GS Bargaining Unit Code.
The second routine will be invoked when the BUTI-IN-ACTION field in the linkage section (see CPWSBUTI above) is coded with a value of ‘DL’, ‘derive leave’. If the action code is ‘DL’ the program will use the values it has been passed for the BUC, REP, SHC to find a match on the internal BUL table (see above). If there is no match, then the program will try to find a match for the default key (<<, blank, blank). If there is no match there, then there is a serious error on the table and the program sends back a ‘Y’ value in the BUTI-OUT-ERROR-FLAG, which indicates to the calling program that there is a serious error and that an error message should be issued. When a key has been found on the table, then the program will find the row with that key plus the leave accrual code value it has been passed, e.g. ‘<< A’. If the value of the employment service credit (ESC) is equal to the minimum ESC value on the table, or it is greater than the value on the table but less than the next minimum value, the leave code for that row is passed back to the calling program. If the value is less than the minimum value in that row, then the program will look at the previous row. If the value is equal to or greater than the next minimum ESC value then the program looks at the next row. Testing continues until a leave code is found within the ESC parameters. Unless the BUT table has been coded incorrectly, the ESC which has been passed in should be found because it will be between zero and high values. If it cannot be found, then a ‘Y’ value will be passed back in the BUTI-OUT-ERROR-FLAG indicating to the calling program that there is a serious error on the BUT table.

NOTE: The program PPBUTUTL will not be changed, although it will have to be recompiled to accommodate changes to the linkage copymember, CPWSBUTI. PPBUTUTL only accesses the VSAM version of the BUT Table, which will eventually become obsolete when PPP010 is rewritten to only access DB2 versions of the CTL. The program which will be changed to use the new ‘DL’ action, PPAPTLAC, is a DB2 program and will call PPBUTUT2. Any other program which requires the BUT utility to perform this action must call PPBUTUT2.
**PPCB01**
The code which references Personnel Program Code value ‘E’ will be changed to reference Personnel Program Code value ‘2’ for those appointments with a Title Code value of 0001 through 0199.

**PPCDBFET**
The Bargaining Unit Leave (BUL) Table will be added to the list of valid History Control Tables in this program.

**PPCTRL33**
Appropriate program codes will be removed in the following areas:

- Executive and A&PS Reporting.
- Processing for Tables PPPTPE, PPPTPP, PPPTPH, and PPPTPI.
- Personnel Program Codes ‘E’ and ‘P’.

Personnel Program Codes ‘M’ and ‘S’ will be replaced with ‘2’ and ‘1’ respectively.

Salary Grade, Health Flag, Covered Grade Lookup Flag, Uncovered Grade Lookup Flag, Merit Based, and Memo Grade values will be added to the SSP reports.

**PPCTRL34**
The Pay Representation Code from the Salary Grade table (PPPSGT) will be added to the Salary Grade report.

**PPCTLU33**
The Personnel Program Codes ‘E’ and ‘P’ will be removed. Personnel Program Codes ‘M’ and ‘S’ will be replaced with ‘2’ and ‘1’ respectively.

Processing on Transactions 21, 23, 24, and 31 will be removed.

Processing on Tables PPPTPE, PPPTPP, PPPTPH, and PPPTPI will be removed.

Minimum edits on inputs Covered Grade Lookup Flag, Uncovered Grade Lookup Flag, Merit based, and Memo Grade be included. Existing edits for Salary Grade and Health Flag (from transaction code 21) will be removed, and the edits for Salary Grade and Health Flag (from transaction code 51) will be added.

Inputs Covered Grade Lookup Flag, Uncovered Grade Lookup Flag, Salary Grade, and Health Flag will be moved to table PPPTPS. Inputs Merit Based and Memo Grade will be moved to table PPPTPT.

**PPCTLU34**
The Personnel Program Codes ‘E’ and ‘P’ will be removed. Personnel Program Codes ‘M’ and ‘S’ will replaced with ‘2’ and ‘1’ respectively.

The edit on input Pay Representation Code will be added. Input Pay Representation Code will be moved to the appropriate column on the table PPPSGT.
PPDXAPPT
Program PPDXAPPT is a dual purpose program used to create the appointment text block for the various employee documents. It is called by the On-line EDB Employee Document (IDOC) generation process and by the batch program which generates these same Employee Documents (PPP750). The CTT values for personnel program codes and the appointment types which are derived from the Code Translation Table are reported in this text block.

Currently, if the personnel program code is 'A', the literal 'Step' is printed, followed by the step value. If the personnel program code is 'S', nothing is printed. If the personnel program code is other than 'A' or 'S', the literal 'Grade' is printed, followed by either the literal 'none' or the actual grade value. This program will be changed so that if the personnel program is not 'A', the literal 'Grade' will be printed followed by either the literal 'none' or the actual grade value.

PPDXPRPG
Program PPDXPRPG is a dual purpose program called by the On-line EDB Employee Document (IDOC) generation process to determine whether the employee for whom a document is requested has any staff appointments. The code which examines the Personnel Program Code to determine whether an appointment is a staff appointment will be changed to check for values ‘1’ and ‘2’ rather than values ‘E’, ‘M’, ‘P’, ‘S’.

PPEC002
Program PPEC002 is the file maintenance edit module which performs the Appointment Title Code consistency edits.

Changes:

Error Message 08-076: APPOINTMENT TYPE AND BASIS ARE INCONSISTENT FOR NON-ACADEMIC APPOINTMENT
This is a new message which will be produced either when the Personnel Program Code equals 1 or 2, Appointment Type Code equals 7, and Basis is not 9, 10, or 11 OR when the Personnel Program Code equals 1 or 2, and the Appointment Type Code equal 1, 2, 3, 4, or 6 and the Basis is greater than 0.

Error Message 08-250: APPOINTMENT TYPE CODE IS BLANK OR INVALID
Currently this message is produced when the Appointment Type code is not 1, 2, 3, 4, 5, or 6. The program will be changed to produce this message when the Appointment Type code is not 1, 2, 3, 4, 5, 6 or 7.

Error Message 08-251: PERSONNEL PROGRAM CODE IS BLANK OR INVALID
Currently this message is produced when the Personnel Program Code is not E, M, P, S or A. The program will be changed to produce this message when the Personnel Program Code is not 1, 2, or A.

Error Message 08-255: INVALID COMBINATION OF PERSONNEL PROGRAM CODE AND APPOINTMENT TYPE
Currently this message is produced when these two fields are not in the following combinations:
Personnel Program Code is E, Appointment Type Code is 2.
Personnel Program Code is A, Appointment Type Code is 5.
Personnel Program Code is M, Appointment Type Code is 1, 2, or 3.
Personnel Program Code is P, Appointment Type Code is 1, 2, 3, or 4.
Personnel Program Code is S, Appointment Type Code is 2, 3, 4, or 6.

The error message is being changed to:

Error Message 08-255: APPOINTMENT TYPE CODE INCONSISTENT WITH PERSONNEL PROGRAM CODE

The program will be changed to produce this message when these two fields are not in the following combinations:

Personnel Program Code is A, Appointment Type Code is 5.
Personnel Program Code is 1, Appointment Type Code is 1, 2, 3, 4, 6, or 7.
Personnel Program Code is 2, Appointment Type Code is 1, 2, 3, 4, 6, or 7.

Error Message 08-718: GRADE INVALID FOR STAFF OR ACADEMIC PERSONNEL PROGRAM CODE
Currently this message is produced when the Personnel Program Code is S or A and Salary Grade is not blank.
The error message is being changed to:
Error Message 08-718: GRADE INVALID FOR ACADEMIC PERSONNEL PROGRAM CODE
The program will be changed to produce this message when the Personnel Program Code is A and Salary Grade is not blank.

Error Message 08-719: SALARY GRADE INVALID FOR A&PS-DERIVED GRADE WILL BE SUBSTITUTED
This edit has been eliminated.

Error Message 08-720: GRADE INVALID FOR THIS PERSONNEL PROGRAM LEVEL
Currently this message is produced when these two fields are not in the following combinations:

Personnel Program Code is E, Grade = A, B, C, D, E, or X.
Personnel Program Code is M, Grade = 0, 1, 2, 3, 4, 5, or 6.
Personnel Program Code is P, Grade = 0, 1, 2, 3, 4, 5, 6, or 7.

The error message is being changed to:
Error Message 08-720: INVALID GRADE VALUE
The program will be changed to produce this message under the following conditions.

Personnel Program Code is 2 and Title Code = 0001-0199 and Grade not = A through E.
Personnel Program Code is 2 and Title Code = 0200-0799 and Grade not = 0 through 6 or blank.
Personnel Program Code is 1 and Title Code = 4000-9999 and Grade not = 0 through 7 or blank.

NOTE: As noted above in the Differences from Requirements section, support for campus differences will not be provided in this release.

PPEC005
Currently, no references are made to the fields defined in copymember CPLNKTC. This copymember in Working Storage will be removed.

PPEC051
Program PPEC051 is the file maintenance edit module which performs the minimum distribution consistency edits.

Changes:

Error Message 08-721: STEP INVALID FOR THE PERSONNEL PROGRAM CODE
Currently this message is produced when the Personnel Program Code is S and invalid Step values are entered. The error message is being changed to:
Error Message 08-721: STEP INVALID FOR THIS PROGRAM LEVEL
The program will be changed to produce this message when the Personnel Program code is equal to 2 and the Step is not blank or zero.

Error Message 08-722: STEP INVALID FOR OFF/ABOVE INDICATOR AND PROGRAM CODE
Currently this message is produced when the Personnel Program Code is S and the Off/Above Indicator is T or R, and Step is not equal to zeros. The error message is being changed to:
Error Message 08-722: STEP INVALID FOR OFF/ABOVE INDICATOR AND PROGRAM LEVEL
The program will be changed to produce this message when the Personnel Program code is equal to 1 instead of S.

Error Message 08-724: STEP INVALID FOR EXEC, MAP, & A&PS
This edit has been eliminated.

Error Message 08-725: INVALID STEP VALUE
Currently this message is produced when the Personnel Program Code is A or S and valid Staff or Academic Steps are not entered.
The program will be changed to produce this message when the Personnel Program code is equal to A or 1 instead of A or S.

**PPEC605**

This new program will be triggered when there are changes to the Salary Grade on an appointment, the Step on the distribution, or a Title Code. It will produce the following messages:

Error Message 08-717: GRADE & STEP ENTERED - ONLY ONE ALLOWED

Error Message 12-917: GRADE & STEP ENTERED - ONLY ONE ALLOWED

These messages will be produced when both a Salary Grade is entered on the appointment and a Step is entered on an associated distribution. Only one is allowable.

In Batch this will produce a warning message. For On-line, the employee will be rejected.

**PPEC611**

Program PPEC611 is the file maintenance consistency edit module which verifies that the next salary review date is valid based on the Personnel Program Code and the Appointment Type.

**Changes:**

Error Message 08-241: NEXT SALARY REVIEW DATE IS BLANK OR INVALID

Currently this message is produced when the Personnel Program Code is M, P, or S and Appointment Type is 2 and Next Review Type is not equal to 5 and the Next Review Date missing or invalid.

The program will be changed to produce this message when the Personnel Program Code is 1 or 2, Title Code is greater than 0199, Appointment Type Code equals 2 or 7, Next Review Type not equal 5 and Next Review Date is missing or invalid.

Error Message 08-242: NEXT SALARY REVIEW DATE IS PRIOR TO ALL APPOINTMENT BEGIN DATES

Currently this message is produced when the Personnel Program Code is M, P, or S, the Appointment Type is 2, the Next Review Type equals 1 or 2 and Next Salary Review Date is not greater than the earliest Appointment Begin Date.

The program will be changed to produce this message when the Personnel Program Code is 1 or 2, Title Code is greater than 0199, Appointment Type Code equals 2 or 7, Next Review Type equals 1 or 2 and Next Salary Review Date is not greater than the earliest Appointment Begin Date.

**PPEDTFT**

This program currently edits the value of the Appointment Type. It will be modified to allow for new Appointment Type value '7' when issuing error message 36-063 INVALID APPOINTMENT TYPE.
**PPEDTPAY**
This program currently edits the value of the Appointment Type. It will be modified to allow for new Appointment Type value ‘7’ when issuing error message 36-063 INVALID APPOINTMENT TYPE.

**PPEDTRST**
This program currently edits the value of the Appointment Type. It will be modified to allow for new Appointment Type value ‘7’ when issuing error message 36-063 INVALID APPOINTMENT TYPE.

**PPEDTTEX**
This program currently edits the value of the Appointment Type. It will be modified to allow for new Appointment Type value ‘7’ when issuing error message 36-063 INVALID APPOINTMENT TYPE.

**PPEI002**
Program PPEI002 is the file maintenance edit module which performs the Appointment Title Code consistency edits.

**Changes**

Error Message 12-213: APPOINTMENT TYPE CODE CONTAINS INVALID VALUE, SET TO BLANK
Currently this message is produced when the Appointment Type code is not 1, 2, 3, 4, 5, or 6.
The error message is being changed to:
Error Message 12-213: APPOINTMENT TYPE CODE IS BLANK OR INVALID
The program will be changed to produce this message when the Appointment Type code is not 1, 2, 3, 4, 5, 6 or 7.

Error Message 12-215: PERSONNEL PROGRAM CODE CONTAINS INVALID VALUE, SET TO BLANK
Currently this message is produced when the Personnel Program Code is not E, M, P, S or A.
The error message is being changed to:
Error Message 12-215: PERSONNEL PROGRAM CODE BLANK OR INVALID
The program will be changed to produce this message when the Personnel Program Code is not 1, 2, or A.

Error Message 12-216: APPOINTMENT TYPE CODE INCONSISTENT WITH PERSONNEL PROGRAM
Currently this message is produced when these two fields are not in the following combinations:

- Personnel Program Code is E, Appointment Type Code is 2.
- Personnel Program Code is A, Appointment Type Code is 5.
- Personnel Program Code is M, Appointment Type Code is 1, 2, or 3.
- Personnel Program Code is P, Appointment Type Code is 1, 2, 3, or 4.
- Personnel Program Code is S, Appointment Type Code is 2, 3, 4, or 6.
The error message is being changed to:

**Error Message 12-216: APPOINTMENT TYPE CODE INCONSISTENT WITH PERSONNEL PROGRAM CODE**

The program will be changed to produce this message when these two fields are not in the following combinations:

- Personnel Program Code is A, Appointment Type Code is 5.
- Personnel Program Code is 1, Appointment Type Code is 1, 2, 3, 4, 6, or 7.
- Personnel Program Code is 2, Appointment Type Code is 1, 2, 3, 4, 6, or 7.

**Error Message 12-255: APPOINTMENT TYPE AND BASIS ARE INCONSISTENT FOR NON-ACADEMIC APPOINTMENT**

This is a new message which will be produced either when the Personnel Program Code equals 1 or 2, Appointment Type Code equals 7, and Basis is not 9, 10, or 11 OR when the Personnel Program Code equals 1 or 2, and the Appointment Type Code equals 1, 2, 3, 4, or 6 and the Basis is greater than 0.

**Error Message 12-920: GRADE INVALID FOR THIS PERSONNEL PROGRAM LEVEL**

Currently this message is produced when these two fields are not in the following combinations:

- Personnel Program Code is E, Grade = A, B, C, D, E, or X.
- Personnel Program Code is M, Grade = 0, 1, 2, 3, 4, 5, or 6.
- Personnel Program Code is P, Grade = 0, 1, 2, 3, 4, 5, 6, or 7.

The error message is being changed to:

**Error Message 12-920: INVALID GRADE VALUE**

The program will be changed to produce this message under the following conditions.

- Personnel Program Code is 2 and Title Code = 0001-0199 and Grade not = A through E.
- Personnel Program Code is 2 and Title Code = 0200-0799 and Grade not = 0 through 6 or blank
- Personnel Program Code is 1 and Title Code = 4000-9999 and Grade not = 0 through 7 or blank

**NOTE:** As noted above in the Differences from Requirements section, support for campus differences will not be provided in this release.

**Error Message 12-921: SALARY GRADE INVALID FOR A&PS-DERIVED GRADE WILL BE SUBSTITUTED**

This edit has been eliminated

**PPEI005**

Currently, no references are made to the fields defined in copymember CPLNKTCI. This copymember in Working Storage will be removed.
**PPEI053**

Program PPEI053 is the file maintenance edit module which performs the miscellaneous distribution edits.

**Changes:**

Error Message 12-923: GRADE INVALID FOR STAFF OR ACADEMIC PERSONNEL PROGRAM CODE

Currently this message is produced when the Personnel Program Code is S or A and Salary Grade is not blank. The error message is being changed to:

Error Message 12-923: GRADE INVALID FOR ACADEMIC PERSONNEL PROGRAM CODE

The program will be changed to produce this message when the Personnel Program Code is A and Salary Grade is not blank.

Error Message 12-924: STEP INVALID FOR EXEC, MAP, & A&PS

This edit has been eliminated.

Error Message 12-925: STEP INVALID FOR THE PERSONNEL PROGRAM CODE

Currently this message is produced when the Personnel Program Code is S and invalid Step values are entered. The error message is being changed to:

Error Message 12-925: STEP INVALID FOR THIS PROGRAM LEVEL

The program will be changed to produce this message when the Personnel Program code is equal to 2 and the Step is not blank or zero.

Error Message 12-926: STEP INVALID FOR OFF/ABOVE INDICATOR AND PROGRAM CODE

Currently this message is produced when the Personnel Program Code is S and the Off/Above Indicator is T or R, and Step is not equal to zeros. The error message is being changed to:

Error Message 12-926: STEP INVALID FOR OFF/ABOVE INDICATOR AND PROGRAM LEVEL

The program will be changed to produce this message when the Personnel Program code is equal to 1 instead of S.

**PPEI717**

As part of the Human Resources Management Initiatives (HRMI), the current four tier Personnel Program (EDB 2007) structure (EXEC, MAP, A&PS, and STAFF) will be collapsed into one program called 'Staff'. The new Staff program will have two divisions to identify differences in policy.

Currently, the derivation of the Notification Distribution Classification Code (EDB 0790) is determined by the Personnel Program Code (EDB 2007), or Personnel Program Code and Appointment Type (EDB 2020) on the
employee's appointment(s). If the employee does not have any appointments, the Primary Title Code (EDB 0460) (from the employee level record) is matched to the title code on the Title Code Table (TCT). If there is a match on title code, the Personnel Program Code value from the Title Code Table is used in the derivation of the Notification Distribution Classification Code.

In support of the changes to the Personnel Program structure, the derivation of the Notification Distribution Classification Code will be changed as follows:

Employee has appointments:

a. If any of the appointment records contain a Personnel Program Code of '2' and the Title Code falls within the title code range of 0001 through 0199, the derived Notification Distribution Classification Code will be 'SR MGMT', or

b. If any of the appointment records contain a Personnel Program Code of '2' and the Title Code does not fall within the title code range of 0001 through 0199, the derived Notification Distribution Classification Code will be 'MSP', or

c. If any of the appointment records contain a Personnel Program Code of '1', the derived Notification Distribution Classification Code will be 'SSP', or

d. If any of the appointment records contain a Personnel Program Code of '1' and Appointment Type equals '2' or '7', the derived Notification Distribution Classification Code will be 'STAFCARR', or

e. If any of the appointment records contain a Personnel Program Code of '1' and Appointment Type equals '3' or '4', the derived Notification Distribution Classification Code will be 'STAFCAS'.

Employee does not have any appointments:

a. If the Primary Title Code from the employee level record is blank or zero, the derived Notification Distribution Classification Code will be 'SSP', or

b. If the Primary Title Code is greater than zero, the Primary Title Code is matched to the title code on the Title Code Table. If the Primary Title Code does not exist on the Title Code Table, the derived Notification Distribution Classification Code will be 'SSP'. If the Primary Title Code matches the title code on the table, and the Personnel Program Code from the table is '1', the derived Notification Distribution Classification Code will be 'SSP', or Personnel Program Code from the table is '2' and the Primary Title Code falls within the title code range of 0001 through 0199, the derived Notification Distribution Classification Code will be 'SR MGMT', or Personnel Program Code from the table is '2' and the Primary Title Code does not fall within the title code range of 0001 through 0199, the derived Notification Distribution Classification Code will be 'MSP', or Personnel Program Code from the table is not '1', '2', or 'A', the derived Notification Distribution Classification Code will be 'SSP'.

It is noted that a one-time process won't be necessary for converting the Notification Distribution Classification Codes (NDCC) on the Notification Distribution Classification Table PPPNDC. The one-time conversion of the
Personnel Program Code values on the EDB will also trigger the re-derivation of the Notification Distribution
Classification Codes on the EDB employee records based on appointment changes.

**PPEM003**

Program PPEM003 is the monthly file maintenance edit module which determines whether or not to delete jobs
and accounts, and passes appointment information to PPEM004.

**Changes**

Currently it is using the academic basis field to determine whether an employee is part-year-basis or full-year-basis.

The program is being changed to test the Appointment Type Code. If it is equal to 7, then is a part-year-basis employee. This information is passed on to PPEM004 which uses this information to test whether the Appointment Type Code is consistent with the Partial Year Deduction (GTN number 191) employment to date balance, and produces these messages:

Error Message 12-061: EMPLOYEE IN PARTIAL YEAR DEDUCTION PLAN NOT PARTIAL YEAR EMPLOYEE

Currently this is produced when the Appointment Basis Code is not 0 or 12 and the Partial Year Deduction (GTN number 191) employment to date balance is greater than zero.

The edit has been changed to produce this message when the Appointment Type Code is not equal to 7, and Partial Year Deduction (GTN number 191) employment to date balance is greater than zero.

Error Message 12-063: EMPLOYEE WITHOUT PARTIAL YEAR APPT HAS PARTIAL-YEAR DED BALANCE

Currently this is produced when the Appointment Basis Code is not 0 or 12 and the employee has an employee to date balance for Partial Year Deduction (GTN number 191).

The edit has been changed to produce this message when the Appointment Type Code is not equal to 7, and the employee has an employee to date balance for Partial Year Deduction (GTN number 191).

**PPEM109**

This program will be modified to load the Bargaining Unit Table which will be used in deriving the Leave Accrual Code by calling PPBUTUT2. If there is an error in loading the table, PPBUTUT2 will return an error flag. If an error flag is returned, PPEM109 will issue following ‘See Operations’ message which is currently in the System Messages Table.

12-701 ERROR OCCURRED LOADING BARG UNIT TABLE

**PPEXECLF**

Code will be modified in this program so that the combination of a Personnel Program Code value of ‘2’ and a Title Code in the IDC-SR-MGMT-TITLE-RANGE, currently 0001 through 01999, will be used to determine whether an employee is eligible for the Executive Life benefit.
PPEXECSP
Code will be modified in this program so that the combination of a Personnel Program Code value of ‘2’ and a Title Code in the IDC-SR-MGMT-TITLE-RANGE, currently 0001 through 01999, will be used to determine whether an employee is eligible for Executive Severance Pay.

PPEXERPT
Code will be modified in this program so that the combination of a Personnel Program Code value of ‘2’ and a Title Code in the IDC-SR-MGMT-TITLE-RANGE, currently 0001 through 01999, will be used to determine whether an employee is eligible for imputed income reporting.

PPLVHRS
This program will be modified to use the threshold value from the Leave Accrual Table (LAT) for vacation and PTO only. Sick leave will use a constant threshold value of 50% (0.5000). Eventually, the LAT will be modified to carry three separate threshold values and this change will be overridden.

PPO1068A
This one time program will select all appointment records with a Personnel Program Code (EDB 2007) with values other than ‘A’, Academic. The program will first process the standard Specification Record. The program id must be ‘O1068A-SPEC’. The next six characters must be the effective date of the EDB File Maintenance transactions which will be produced. It must have the format MMDDYY. The effective date will be edited for a valid date value. The Campus location code, 2 characters, the Batch Number, 3 characters, and the Origin Code, 3 characters, should also be coded but will not be edited. If the program ID or the effective date are not valid, a ‘See Systems’ error will be issued and processing will end. Otherwise the program will proceed as described below.

The program will create an appointment transaction to do the following.

1. The transaction will change the Title Code to itself.
2. If the Appointment End Date (EDB 2003) is after 6/30/96 and the Appointment Begin Date (EDB 2002) is before 7/1/96, the transaction will change the Appointment Begin Date to ‘1996-07-01’.
3. If the Appointment End Date is after 6/30/96, the transaction will change the Appointment Type Code (EDB 2020) value to ‘7’, if the Basis Code (EDB 2010) value is ‘9’, ‘10’ or ‘11’.
4. If the Appointment End Date (EDB 2003) is after 6/30/96, the transaction will also change the Leave Accrual Code as follows if the current Personnel Program Code has a value of ‘P’ (A&PS) or ‘E’ (Executive) and the Hire Date (EDB 0113) is earlier than 7/1/96.
   • If the current Leave Accrual Code value is ‘A’, the transaction will change it to ‘G’.
   • If the current Leave Accrual Code value is ‘B’, the transaction will change it to ‘H’.
   • If the current Leave Accrual Code value is ‘C’, the transaction will change it to ‘J’.
   • If the current Leave Accrual Code value is ‘D’, the transaction will change it to ‘K’.

For any appointment for which a transaction is being produced, if the Appointment Begin Date (EDB 2002) is before 7/1/96 and the Appointment End Date is after 6/30/96, the program will also directly update the Appointment End Date on the EDB to 6/30/96, and create an Employee Change File (ECF) record reflecting a change of the current Appointment End Date to 6/30/96. The ECF record will be used to update the appointment record in the History Data Base (HDB) to indicate that the new Personnel Program Code and Leave Accrual Code, which will be updated via the transaction, takes effect after 6/30/96 for that appointment.
For any appointment for which a transaction is being produced to change the dates, the program will create a
distribution transaction for all the appointment’s distributions which have a Pay End Date later than 6/30/96 and a
Pay Begin Date prior to 7/1/96. The transaction will change the Pay Begin Date to 1996-07-01’.

The program will produce the following reports

1. Report O1068A1 - A&PS Employees grandfathered for Leave Accrual’. This report will be sorted in employee
   name order within Home Department order with page breaks by home department. The detail lines will
   contain Employee Name, Employee ID, Hire Date, old Leave Accrual Code, new Leave Accrual Code, and
   Appointment Number.

2. Report O1068A2 - ‘Partial-Year Career Appointment Type 7’. This report will be sorted in employee name
   order within Home Department order with page breaks by home department. The detail lines will contain
   Employee Name, Employee ID, Old Appointment Type, Basis Code and Appointment Number.

3. Report O1068A3 ‘Control Totals’. This will list the total number of employees who have had appointment
   change transactions produced, the total number of employees who have a change to the Leave Accrual Code
   and the total number of employees who have had a change to the Appointment Type.

4. Report O1068A4 ‘Error Report”. This will report on any errors in the specification record or with DB2
   processing.

This one-time program will not be run until after July 1, 1996. Next, the HDB update (PPP742) must then be run
before any other HDB or EDB maintenance is performed. Next, EDB file maintenance must be run using only the
transactions produced by this program. Transactions to update the Title Code will trigger automatic derivation of
the Personnel Program Code and the primary title code. Finally, the HDB update should be run using only the
ECF file produced by this EDB file maintenance run.

**PPO1068B**

A one-time process will be developed to convert the existing PAN Notification Distribution Classification Codes
on the PAN Notification Distribution Table PPPPND (PCD database).

The one-time process will select all PAN Notification Distribution Records on the PAN Notification Distribution
Table with a value of 'EXEC', 'MAP', 'A&PS', or 'STAFF' in column named PND_NOTIF_CLASS”.

a. For each selected PAN Notification Distribution Record, the following literals in column named
   "PND_NOTIF_CLASS" will be changed as follows:

   **A literal of (‘A&PS' or 'STAFF') will be converted to 'SSP' or**

   **A literal of (‘EXEC' ) will be converted to 'SR MGMT or**

   **A literal of (‘MAP’) will be converted to 'MSP'**

b. **Output Report:**

   The Control Totals report O1068B1 will contain the following totals:

   **Total number of PAN Notification Records read.**

   **Total number of PAN Notification Distribution Records with literal 'A&PS' changed to 'SSP'.**

   **Total number of PAN Notification Distribution Records with literal 'STAFF' changed to 'SSP'.**
Total number of PAN Notification Distribution Records with literal 'EXEC' changed to 'SR MGMT'.

Total number of PAN Notification Distribution Records with literal 'MAP' changed to 'MSP'.

Total number of PAN Notification Distribution Records changed.

**PPO1068C**

A one-time process will be developed to convert the Personnel Program Codes in the Association Table. In addition, a report will be written to display the changed values.

The one-time process will select all Access Records on the Access Table with a value of 'PERPGM' in column named "ACCESS_RULE".

a. For each selected Access Record, the "IDENTIFIER" and "ACCESS_RULE" values will be used as a Key to find the appropriate Association Record on the Association Table. If the Association Record is found, the value in position 1 of the Association Data will be converted as follows:

* A value of ('P' or 'S') will be converted to '1'
* A value of ('M') will be converted to '2'
* A value of ('E') will be converted to '3'

Note: Due to the combining of current Executive and MAP titles into Personnel Program ‘2’ (Management and Senior Professional Group), the current Association data containing ‘E’ for Access Rule PERPGM will be converted to a value ‘3’ on the Association Table. This will allow program UCPNPEDB to determine whether or not to grant a user access to an Employee Database record in the MSP (Management and Senior Professional) group.

b. Output Report:

The one-time report O1068C3 will report each Association Record that has changed.

The report will contain the following data:

|-----------------|-------------|--------------------------------|---------------------------|

In addition, a one-time Control Totals report O1068C1 will be written to report the control totals.

The Control Totals report will contain the following totals:

- **Total number of Association Records read.**
- **Total number of Association Records containing Personnel Program Code of ('P' or 'S') converted to '1'.**
- **Total number of Association Records containing Personnel Program Code of ('M') converted to '2'.**
- **Total number of Association Records containing Personnel Program Code of ('E') converted to '3'.**
Currently, Executive (Personnel Program Code ‘E’) information is stored on the PPPTPE table, APS (Personnel Program Code ‘P’) information are stored on tables PPPTPP, PPPTPH, and PPPTPI.

Due to Personnel Program Codes of ‘E’ and ‘P’ being replaced with ‘2’ and ‘1’ respectively, a one-time process will be developed to copy all ‘Executive’ records from table PPPTPE to the PPPTPM table, and all ‘APS’ records from tables PPPTPP, PPPTPH, and PPPTPI to the PPPTPS, PPPTPX, and PPPTPY tables.

For each unique Title Code on the PPPTCI Table, all records on the PPPTPE Table will be written to the PPPTPM Table, all records on the PPPTPP Table will be written to the PPPTPS, all records on the PPPTPH Table will be written to the PPPTPX Table, and all records on the PPPTPI Table will be written to the PPPTPY Table.

In addition, a new column named TPT-MERIT-BASED on the PPPTPT table will be initialized with the following values:

If the Title Unit Code is ‘EX’ on the PPPTCI Table and the number of Pay Intervals is exactly 3 on the PPPTPT, a ‘Y’ value will be moved to TPT-MERIT-BASED, otherwise a value ‘N’ will be moved to TPT-MERIT-BASED.

A one-time Control Totals report will be written. The following counts will be displayed on the report:

Number of records read on the PPPTCI, PPPTPE, PPPTPP, PPPTPH, PPPTPI, and PPPTPT tables.

Number of records updated on the PPPTCI and PPPTPT tables.

Number of new records written to the PPPTPM, PPPTPS, PPPTPX, and PPPTPY tables.

This program currently derives the Primary Title Code (EDB 0460) value based on the Personnel Program Code value if all regular pay appointments have equal percent time or if there are no regular appointments. The following is the new order of precedence.

- Title Code value is 0001 through 0199
- Personnel Program Code value is A and CTO is not 400 through 499
- Personnel Program Code value is 2 and Title Code value is greater than 0199
- Personnel Program Code value is 1
- Personnel Program Code value is A and CTO is 400 through 499

The program codes for processing transaction codes 21, 23, 24, and 31 will be removed.

Merit Based and Memo Grade will be added to the processing of transaction code 52.

The program codes for processing transaction codes 21, 23, 24, and 31 will be removed.
The program code for loading the value for System Parameter Number 201 will be removed.

In addition, the mechanism to create a file of valid TCT update transactions for input to program PPP005 will not be removed at this time (see paragraphs under program PPP005 below for more detail). Those campuses who do not want the output file of valid TCT transactions created should dummy out the DD Name (TRANS005) in the JCL for PPP004. The mechanism to create an output file of valid TCT transactions will be removed when the VSAM TTL Table is obsoleted.

PPP005

Currently, this program converts the valid TCT update transactions generated by program PPP004 to a format of TTL update transactions processed by PPP010 for updating the VSAM TTL Table.

Program PPP005 will not be modified. A decision has been made to obsolete program PPP005. Those campuses who still need the output TCT update file from PPP004 to update their VSAM TTL Table must modify program PPP005 locally.

PPP010

This program will be modified to include a new Bargaining Unit Leave Segment on the Bargaining Unit Table, table 17. Input transactions will be coded on the new UPAY565D form. The key will be the same as all the other BUT segment keys, Bargaining Unit Code (BUC), Representation Code, Special Handling Code and Distribution Unit Code. For each key, one leave segment is allowed with a maximum of eight entries which will consist of unique Leave Code values with corresponding minimum ESC values. As with all other segments, edits will require that a transaction for this new segment have a valid key on the table. The transaction type will be ‘L’. The new segment ID number will be ‘9’.

As with all other BUT transactions, only adds and deletes will be allowed. If the Leave segment already has a leave code which equals the transaction and the transaction is an add, the new minimum ESC value will be substituted. Otherwise, if that leave code is not on the segment, it will be added along with its minimum ESC value. If there is not enough room on the segment, the following fatal error message will be issued.

01-822, BARG UNIT TBL - LEAVE SEGMENT FILLED -CANNOT ADD MORE ENTRIES

If there is an attempt to delete a leave segment which is not on the BUT table, the following fatal error message will be issued.

01-776, BARG UNIT TBL - LEAVE SEGMENT NOT ON TABLE - CANNOT DELETE

The value of the minimum ESC must be numeric or spaces. If it is not, the following fatal error message will be issued.

01-779, BARG UNIT TBL - ‘L’ TRANS ENTRY - INVALID ESC - MUST BE NUMERIC

The value of the leave code must be ‘A’ through ‘H’ or ‘J’ or ‘K’. If it is not, the following fatal error message will be issued.

01-778, BARG UNIT TBL - ‘L’ TRANS ENTRY - INVALID LEAVE CODE,

Data on the BUT Leave segment will be displayed on the PPP0117 report.
PERSONNEL PROGRAM CODES 'P' AND 'E' WILL BE REMOVED, AND PERSONNEL PROGRAM CODES 'M' AND 'S' WILL BE REPLACED WITH '2' AND '1' RESPECTIVELY.

PROGRAM CODES FOR PROCESSING TABLES PPPTPH AND PPPTPI WILL BE REMOVED. PROGRAM CODES FOR PROCESSING REPORT REQUESTS PPP0310 AND PPP0311 ON THE RUN SPECIFICATION CARD WILL BE REMOVED.

REFERENCES MADE IN THE PROGRAM TO 'EXEC' OR 'MAP' WILL BE RENAMED TO 'MSP', AND REFERENCES MADE TO 'A&PS' OR 'STAFF' WILL BE RENAMED TO 'SSP'.

PERSONNEL PROGRAM CODES 'P' AND 'E' WILL BE REMOVED, AND PERSONNEL PROGRAM CODES 'M' AND 'S' WILL BE REPLACED WITH '2' AND '1' RESPECTIVELY.

PROGRAM CODES FOR PROCESSING TABLES PPPTPH AND PPPTPI WILL BE REMOVED. PROGRAM CODES FOR PROCESSING REPORT REQUESTS PPP0310 AND PPP0311 ON THE RUN SPECIFICATION CARD WILL BE REMOVED.

REFERENCES MADE IN THE PROGRAM TO 'EXEC' OR 'MAP' WILL BE RENAMED TO 'MSP', AND REFERENCES MADE TO 'A&PS' OR 'STAFF' WILL BE RENAMED TO 'SSP'.

THIS PROGRAM CURRENTLY EDITS THE VALUE OF THE APPOINTMENT TYPE. IT WILL BE MODIFIED TO ALLOW FOR NEW APPOINTMENT TYPE VALUE '7' WHEN ISSUING ERROR MESSAGE 36-063 INVALID APPOINTMENT TYPE.

PROGRAM CODES FOR PROCESSING TABLES PPPTPE, PPPTPP, PPPTPH, AND PPPTPI WILL BE REMOVED.

SALARY GRADE, HEALTH FLAG, COVERED GRADE LOOKUP FLAG, AND UNCOVERED GRADE LOOKUP FLAG VALUES FROM THE PPPTPS TABLE WILL BE MOVED TO THE LINKAGE MEMBER CPLNKTCL.

MERIT BASED AND MEMO GRADE VALUES FROM THE PPPTPT TABLE WILL BE MOVED TO THE LINKAGE MEMBER CPLNKTCL.

CURRENTLY, ARSM CONTROLS THE USER'S ACCESS TO THE EMPLOYEE DATABASE RECORD POPULATION VIA APPLICATION DATA ACCESS RULES IN THE GROUP, RULE, ACCESS, AND ASSOCIATION TABLES (PCD DATABASE).
a. The **Group Table** contains ARSM data to establish the relationship between an authorization-id and one or more group-ids. Group-IDs allow users to be grouped together so that rules can be established for the entire group.

b. The **Rule Table** contains ARSM data to identify individual rules associated with a resource type, and the relative priority of the rule with respect to other rules for the resource type.

c. The **Access Table** contains ARSM data to identify the access privileges established for an authorization-id or group-id.

d. The ARSM data in the **Association Table** links the authorization-id or group-id to specific instances of application data which will be used in the determination of access privileges.

The **Management and Senior Professional group** in Personnel Program Code '2', will comprise of employees previously in personnel programs EXEC (Executive) and MAP (Management and Professional). Within the Management and Senior Professional group, employees whose title codes fall within the range of 0001 through 0199 will be designated as the **Senior Management group**, while employees whose title codes do not fall within the range of 0001 through 0199 will be designated as the **Management and Senior Professional group**.

To provide some background information, Release 594 introduced conjunctive access rules to ARSM. A Conjunctive Rule is an access rule which is applied in combination with another Access Rule. Both rules must be satisfied in order for ARSM to grant the user access to the EDB record being requested. If a rule name is identified in the "Conjunctive Rule" column (on the ARSM Access Table) of a satisfied rule, rather than immediately grant access, ARSM will test the named "Conjunctive Rule" before granting access. However, if the first rule fails, ARSM will not consider the conjunctive rule.

A **new access rule** of TITLERNG will be added to ARSM to grant access privileges to only certain EDB Database records falling within the specified title ranges defined on the Association Table. For example, the usage of Access Rule TITLERNG will be similar to existing Access Rule HMERNG. In addition, Access Rule TITLERNG can be applied as a conjunctive rule in combination with other existing Access Rules (e.g., PERPGM).

To distinguish between **(Senior Management)** and **(Management and Senior Professional)** groups, and the addition of Access Rule TITLERNG, the following changes will be made to the EDB Access Security Module UCPPPEDB:

a. A DB2 cursor will be defined to fetch TITLE-CODE values from the appointment rows.

b. Logic will be developed to process Access Rule 'TITLERNG':

   Similar to the existing logic for checking Employee ID or Home Department (EDB 0144) ranges, logic will be developed to check whether or not the title code on the EDB Database record is within the range of title codes on the Association Data for Access Rule TITLERNG. Thus, if the employee being requested for deleting, updating, or viewing has an appointment whose title code is within the range of title codes on the Association Data for Access Rule TITLERNG, permission is granted.

c. If a title code on the requested Employee Database record falls within the range of 0001 through 0199, permission is granted only if the User’s Association Data contains a Personnel Program Code of ‘3’, otherwise permission is denied to the User.
USER12
Currently, a specific DB2 SELECT is code to get the A&PS Salary Grade from Table PPPTPP.

Due to the obsolescence of the PPPTPP Table, the specific DB2 SELECT to table PPPTPP will be removed.

USER17
Currently, the PPPTTL Table is accessed to get the abbreviated title description for printing on the PAF form.

Utility PPTCTUTL will be called to get the abbreviated title description for printing on the PAF form.
FOCUS REPORTING CHANGES

PPFITCJA

The translation of Personnel Program Codes ‘E’ and ‘P’ will be removed. The translation of the Personnel Program Codes ‘M’ and ‘S’ will be ‘MSP’ and ‘SSP’ respectively.

References to Personnel Program Codes ‘E’ and ‘P’ will be removed.

PPFITCS1
Currently, this FOCUS program prints the ‘ALL - SALARY RANGE / # OF CAREER INCUMBENTS’ report (PPFTCS01).

The translation of Personnel Program Codes ‘E’ and ‘P’ will be removed. The translation of the Personnel Program Codes ‘M’ and ‘S’ will be ‘MSP’ and ‘SSP’ respectively.

References to Personnel Program Codes ‘E’ and ‘P’ will be removed.

PPFITCTA
Currently, this FOCUS program prints the ‘ALL TITLE NAMES BY TITLE CODES’ report (PPFITCT01).

The translation of Personnel Program Codes ‘E’ and ‘P’ will be removed. The translation of the Personnel Program Codes ‘M’ and ‘S’ will be ‘MSP’ and ‘SSP’ respectively.

References to Personnel Program Codes ‘E’ and ‘P’ will be removed.
BIND MEMBERS

PPO1068A
This new Bind statement will be used to bind the Plan for program PPO1068A

PPO1068B
This new Bind statement will be used to bind the Plan for program PPO1068A

PPO1068C
This new Bind statement will be used to bind the Plan for program PPO1068A

PPO1068D
This new Bind statement will be used to bind the Plan for program PPO1068A

PPP741
This Bind Statement will be modified to include DBRMLIB members PPBULHST, PPBULFET and PPBULHUP.
Control Table Updates

Bargaining Unit Table (BUT)
The following default population minimum employment service credit values and associated leave accrual code values will be added to the new Bargaining Unit Leave segment of the Bargaining Unit Table, DB2 Table PPPBUL.

<table>
<thead>
<tr>
<th>Leave Accrual Code</th>
<th>Employment service credit minimum</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>0</td>
</tr>
<tr>
<td>B</td>
<td>120</td>
</tr>
<tr>
<td>C</td>
<td>180</td>
</tr>
<tr>
<td>D</td>
<td>240</td>
</tr>
<tr>
<td>G</td>
<td>0</td>
</tr>
<tr>
<td>H</td>
<td>60</td>
</tr>
<tr>
<td>J</td>
<td>120</td>
</tr>
<tr>
<td>K</td>
<td>180</td>
</tr>
</tbody>
</table>

Code Translation Table (CTT)
The following Code Translation Table additions were made to support new personnel program and appointment type code values:

<table>
<thead>
<tr>
<th>Data Element</th>
<th>Code</th>
<th>Length</th>
<th>Translation</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDB 2007</td>
<td>1</td>
<td>09</td>
<td>Staff/Prof</td>
</tr>
<tr>
<td></td>
<td>10</td>
<td></td>
<td>Staff/Prof</td>
</tr>
<tr>
<td></td>
<td>17</td>
<td></td>
<td>Sup Staff/Prof</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>09</td>
<td>Mgmt/Prof</td>
</tr>
<tr>
<td></td>
<td>10</td>
<td></td>
<td>Mgmt/Prof</td>
</tr>
<tr>
<td></td>
<td>17</td>
<td></td>
<td>Mgmt/Sr Prof</td>
</tr>
<tr>
<td>EDB 2020</td>
<td>7</td>
<td>08</td>
<td>P Yr Car</td>
</tr>
<tr>
<td></td>
<td>12</td>
<td></td>
<td>Pt Yr Career</td>
</tr>
<tr>
<td></td>
<td>17</td>
<td></td>
<td>Part Year Career</td>
</tr>
</tbody>
</table>

Data Element Table (DET)
Consistence Edit Routine 605 will be added to the following data elements:
Salary Grade (2008)  
Title Code (2006)  
Step (2049)  

The value of ‘X’ will be deleted from the valid Salary Grade (2008)  
The values of the Leave Accrual Code (2018) will be changed to A through H and J, K, N.  

Leave Accrual Table (LAT)  
Currently, the Leave Accrual Table contains "default" entries for each personnel program. It is necessary to add default entries for each of the new personnel programs ("1" and "2"). It is also necessary to add TUC-specific entries to cover represented employees in each bargaining unit which is either exclusively represented or is in the process of bargaining. It is not necessary to delete the LAT entries for the now-obsolete personnel programs, and in fact, it is recommended that these entries not be deleted at this time.  

Because of the differing fund ranges, leave utilization factors, and leave reserve account(s) in use at the campuses, it is impossible to provide completed transactions. Partially completed transaction forms are included as attachments to this document to serve as a guideline. Note that the table entries for SSP (Personnel Program "1") and MSP (Personnel Program "2") are identical except for the "Title Type" value, so only one is shown as an example. Campuses may need to change the value of the "Rate Sched No.", and will need to provide appropriate utilization factors and leave reserve accounts, as well as additional entries needed for fund ranges with differing utilization factors and/or leave reserve accounts.  

1. Since the EDB appointments are being converted to the new personnel programs, it is necessary to add default LAT entries dated back to at least the beginning of Leave Accrual History. For base, the date of 05/95 was chosen. Note that this entry contains a threshold value of 0.5000 and points to the rate schedule in use prior to HRMI for the non-academic personnel programs. (See Attachment B.)  

2. A default entry in the LAT is made for the new personnel programs, effective 07/96 (the effective date of HRMI). Note that this entry contains a threshold value of 0.0000 and points to a new rate schedule. This entry will set the leave accrual values for all non-represented employees. (See Attachment C.)  

3. Finally, an entry must be made in the LAT for each represented unit. In all cases, the AREP code must be coded "C". These entries contain a threshold value of 0.5000 and point to the rate schedule in use prior to HRMI for the non-academic personnel programs. There will be nine of these entries, with TUC values of 'CX', 'EX', 'GS', 'K_:', 'NX', 'PA', 'RX', 'SX', and 'TX'. (See Attachment D.)  

Leave Rate Table (LRT)  
Policy under HRMI requires that all SSP and MSP employees accrue leave under the factored accrual method, in which a defined amount of leave is earned for each hour worked. The formerly-used "whole hour" accrual method may only be used for Academic employees. It is necessary to set up two factored-leave rate schedules.
The first schedule is used for covered, represented employees. If factored leave was in use prior to HRMI, this is the rate schedule to use for this group. It will be necessary to add Vacation and Sick Leave entries for the new leave accrual codes 'G', 'H', 'J', and 'K'. These new codes have identical maximums and hourly rates to codes 'A', 'B', 'C', and 'D', respectively. If factored leave was not in use, then it will be necessary to put in entries for all eight leave accrual codes. In all cases, the Pay Cycle code for Factored Leave is 'A'. Table 1 shows the relevant values for this schedule.

Table 1 - Covered, Represented Employees

<table>
<thead>
<tr>
<th>Leave Plan</th>
<th>Vacation</th>
<th>Sick Leave</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Maximum Accrual</td>
<td>Hourly Rate</td>
</tr>
<tr>
<td>A</td>
<td>4160</td>
<td>.057692</td>
</tr>
<tr>
<td>B</td>
<td>4160</td>
<td>.069231</td>
</tr>
<tr>
<td>C</td>
<td>4160</td>
<td>.080769</td>
</tr>
<tr>
<td>D</td>
<td>4160</td>
<td>.092308</td>
</tr>
<tr>
<td>G</td>
<td>4160</td>
<td>.057692</td>
</tr>
<tr>
<td>H</td>
<td>4160</td>
<td>.069231</td>
</tr>
<tr>
<td>J</td>
<td>4160</td>
<td>.080769</td>
</tr>
<tr>
<td>K</td>
<td>4160</td>
<td>.092308</td>
</tr>
</tbody>
</table>

The second schedule is used for non-represented employees. This schedule is basically identical to the schedule used for represented employees except that the maximum vacation accrual factor is changed to permit an additional four months of accrual for these employees. Table 2 shows the relevant values for this schedule.

Table 2 - Non-Represented Employees

<table>
<thead>
<tr>
<th>Leave Plan</th>
<th>Vacation</th>
<th>Sick Leave</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Maximum Accrual</td>
<td>Hourly Rate</td>
</tr>
<tr>
<td>A</td>
<td>4854</td>
<td>.057692</td>
</tr>
<tr>
<td>B</td>
<td>4854</td>
<td>.069231</td>
</tr>
<tr>
<td>C</td>
<td>4854</td>
<td>.080769</td>
</tr>
<tr>
<td>D</td>
<td>4854</td>
<td>.092308</td>
</tr>
<tr>
<td>G</td>
<td>4854</td>
<td>.057692</td>
</tr>
<tr>
<td>H</td>
<td>4854</td>
<td>.069231</td>
</tr>
<tr>
<td>J</td>
<td>4854</td>
<td>.080769</td>
</tr>
<tr>
<td>K</td>
<td>4854</td>
<td>.092308</td>
</tr>
</tbody>
</table>

Processing Group Table (PGT)

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>PROCESSING GROUP</th>
<th>TYPE</th>
<th>ROUTINE(S)</th>
<th>TRIGGER</th>
</tr>
</thead>
<tbody>
<tr>
<td>08</td>
<td>009</td>
<td>C</td>
<td>605</td>
<td>Conedit</td>
</tr>
<tr>
<td>12</td>
<td>009</td>
<td>C</td>
<td>605</td>
<td>Conedit</td>
</tr>
</tbody>
</table>
Routine Definition Table (RDT)
The following new routine will be added to this table:

<table>
<thead>
<tr>
<th>ROUTINE</th>
<th>MODULE</th>
</tr>
</thead>
<tbody>
<tr>
<td>605</td>
<td>PPEC605</td>
</tr>
</tbody>
</table>

System Messages Table (MSG)
Appropriate error messages will be updated, added or deleted for issuance by programs PPEC002, PPEC051, PPEC605, PPEC611, PPEI002, PPEI053, PPP010 and the Title Code Table Maintenance programs PPP004, PPP030, and PPCTLU33.