June 16, 1998

Service Request 13216

The Internal Revenue Service requires that payments to non-citizens be taxed according to their residency status. The Citizenship Code indicates an employee’s United States residency status for Federal tax purposes. Service Request 13216 requested that an ability be added to the Payroll/Personnel System (PPS) to identify alien employees who are exempt from Federal Income Tax Withholding based upon a tax treaty agreement, but are subject to FICA (OASDI/Medicare) taxes.

To accomplish this, a new Citizenship Code “F” (DE0109) has been added. This code has been established, in most program code, in the same manner as Citizenship Code “E”, except that this employee is subject to FICA withholding.

An Addendum dated 6/2/98 requested further edits to those identified in the original requirements document.

Service Request 11267

Currently, in batch and on-line processing Visa/Work Permit End Date is used to capture either the visa end date or the work permit end date. The information needed for this field is the work permit end date, the last day of work permitted by the Immigration and Naturalization Service (INS). To clarify this usage within the Payroll/Personnel System (PPS), Service Request 11267 requested that references to visa end date be changed to refer solely to Work Permit End Date. The changes affect report text, report headings, screen labels, PAN notification text, etc. Given the simple nature of most of the changes, a Detail Design document was not produced for this Service Request.
Error Report 613

Error Report 613 states that text describing View usage within program PPP126 incorrectly named the Views. The names have been corrected in the commentary.

Error Report 1483

Error Report 1483 states that when License Number (DE 0718) was added for the PPPLCN table, it was not included in the non-reporting data element numbers in PPP170. If an EDB Change Record was read for DE 0718, PPP170 stopped due to an out-of-sequence condition. DE 0718 has been added to the non-reported numbers.

Error Report 1550

Error Report 1550 states that during Generic FAU conversion of PPDXSTND the original Base FAU specific label was deleted, but nothing replaced it. The label has been modified to display the text “Full Accounting Unit”.

Programs

PPGRSPAR

PPGRSPAR creates the Payroll Audit Record (PAR) for Compute program PPP390. It has been modified to include Citizenship Code “F” in logic calculating YTD Tax Treaty Gross and Employee-to-Date Tax Treaty Gross.

DB2 Programs

PPDXBENI

PPDXBENI creates the Summary of UC Benefits Enrollment report for Employee Documents. Its text has been modified to use Work Permit End Date.

PPDXPERS

PPDXPERS creates the Summary of Initial Hire or Rehire report for Employee Documents. Its text has been modified to use Work Permit End Date.

PPDXSTND

PPDXSTND creates the landscape version of the Personnel Summary report for Employee Documents. Its text has been modified to use Work Permit End Date. Label text “Full Accounting Unit” has been added for display with the distribution FAU, per Error Report 1550.

PPDXSTN2

PPDXSTN2 creates the portrait version of the Personnel Summary report for Employee Documents. Its text has been modified to use Work Permit End Date.

PPEC110

PPEC110 performs Marital Status, Federal Tax Exemption, 8233 Form Indicator and Citizenship Code consistency edits. Existing edits for Citizenship Code “E” has been modified to also edit for Citizenship Code “F”.

PPEC111

PPEC111 performs Visa Type and Citizenship Code consistency edits. Existing edits for Citizenship Code “E” have been modified to also edit for Citizenship Code “F”.

PPEC130

PPEC130 performs Country of Origin and Citizenship Code consistency edits. Existing edits for Citizenship Code “E” have been modified to also edit for Citizenship Code “F”.

PPEC137

PPEC137 performs Tax Treaty and Citizenship Code consistency edits. Existing edits for Citizenship Code “E” have been modified to also edit for Citizenship Code “F”.
PPEM001
PPEM001 performs Tax Treaty and Citizenship Code monthly periodic implied maintenance edits that reset values when the Tax Treaty End Date or Dollar Amount is exceeded. Existing edits for Citizenship Code “E” have been modified to also edit for Citizenship Code “F”.

PPEY001
PPEY001 performs Tax Treaty and Citizenship Code calendar year-end periodic implied maintenance edits that reset values when the Tax Treaty End Date or Dollar Amount is exceeded. Existing edits for Citizenship Code “E” have been modified to also edit for Citizenship Code “F”.

PPEY101
PPEY101 performs after balance Tax Treaty and Citizenship Code calendar year-end periodic implied maintenance edits that reset values. Existing edits for Citizenship Code “E” have been modified to also edit for Citizenship Code “F”.

PPNETDTK
PPNETDTK creates the deductions taken for Compute program PPP400. It has been modified to include Citizenship Code “F” in logic calculating YTD Tax Treaty Gross and Employee-to-Date Tax Treaty Gross.

PPNTCITZ
PPNTCITZ formats PAN text related to Citizenship Code changes. Its text has been modified to use Work Permit End Date.

PPOT1191(new)
This one-time program derives Citizenship Code “F” for those employees that have Citizenship Code “E” and a FICA Eligibility Code of “E” or “M”. It can be run in non-update and update mode. It should be run in non-update mode and the reported projected results reviewed prior to running it in update mode.

PPP126
PPP126 produces the Exempt Alien 8233 Form Renewal Report. Existing report selection for Citizenship Code “E” has been modified to also select for Citizenship Code “F”. View names have been corrected in the commentary, per Error Report 613.

PPP170
PPP170 is the Personnel Action Form (PAF) print program. The translation text for “V” appointment duration code has been modified to WRKPRMT. DE 0718 has been added to the non-reported numbers, per Error Report 1483.

PPP400
PPP400 is the main driver for Compute deduction processing. It subtracts the State Gross or Net Reductions, which ever is less, from the Tax Treaty YTD Gross for Citizenship Code “E”. It has been modified to perform the same calculation for Citizenship Code “F”.

PPP620
PPP620 produces the Personnel Status Report. It reports on employees whose Tax Treaty End Date is approaching or has been passed. Its headings, including some message text used for heading purposes, has been modified to refer to Work Permit End Date.

PPRCGRSS
PPRCGRSS creates the PAR-like data for online Rush Checks. It has been modified to include Citizenship Code “F” in logic calculating YTD Tax Treaty Gross and Employee-to-Date Tax Treaty Gross.

Copy members

CPWSW88S
An 88 level value has been added for Citizenship Code “F”.

PPOT1191(NEW)
This one-time program derives Citizenship Code “F” for those employees that have Citizenship Code “E” and a FICA Eligibility Code of “E” or “M”. It can be run in non-update and update mode. It should be run in non-update mode and the reported projected results reviewed prior to running it in update mode.
Include members

PPPV126B
An 88 level value has been added for Citizenship Code “F” to this Include used by modified program PPP126.

PPPV400B
An 88 level value has been added for Citizenship Code “F” to this Include used by modified program PPP400.

Bind Members

PPOT1191(new)
This is the plan bind for one-time program PPOT1191.

CICS Maps

PPEALN0
PPEALN0 is the map for the EDB Entry Update Alien Information screen. The field label has been changed to Work Permit End Date, and the date field itself has been moved next to the label field. A Helptext anchor file has been released for the new field location.

PPIALN0
PPIALN0 is the map for the EDB Inquiry Alien Information screen. The field label has been changed to Work Perm End Date.

PPIGEN0
PPIGEN0 is the map for the EDB Inquiry General Information screen. The field label has been changed to Work Perm End Date.

PPIBA20
PPIBA20 is the map for the History Inquiry Basic Employment Data 2 screen. The field label has been changed to Work Perm End Date.

Forms

Personal Data Form (PDF) (UPAY544)
UPAY544 should be updated at its next major revision to refer to Work Permit End Date (see Requirements document). This form has not been modified for this release.

Personnel Action Form (PAF) (UPAY560-1)
UPAY560-1 should be updated at its next major revision to refer to Work Permit End Date (see Requirements document). This form has not been modified for this release.

Table Updates

Code Translation Table
A code translation has been added for the new value “F” for Citizenship Code data element (DE 0109). The transactions to update this table are provided for both test and production.

Data Element Table
The new value “F” has been added to Citizenship Code data element (DE 0109). The data element description for DE 0184 has been modified to now refer to Work Permit End Date. The transactions to update this table are provided for both test and production.
System Messages Table.
Several messages related to Citizenship Code have been changed to include reference to value “F”. Several messages have also been modified to now refer to Work Permit End Date. The transactions to update this table are provided for both test and production.

CICS Helpext
A code translation has been added for the new value “F” for Citizenship Code data element (DE0109). The description for DE 0184 Visa End Date has also been modified to now refer to Work Permit End Date

Test Plan
A complete test plan is provided with this release. Campuses are encouraged to use the base system test materials, as well as performing any other desired local tests.

Installation Instructions
Installation instructions are provided in a separate document.

Timing of Installation
The timing of this release is not urgent. As usual, campuses are encouraged to install this release in as timely a fashion as possible, and in the normal numeric sequence of releases.

If there are any questions, please send electronic mail to Phil.Thompson@ucop.edu, or call (510) 987-0468.

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