Test Plan
RELEASE 1223

1998 W-2 Reporting Changes

December 11, 1998

Information Systems & Computing
Office of the President
University of California
Testing Overview

This test plan addresses the test runs and cases constructed to verify the correct installation of Release 1223. The test is made up of the following components:

1. VSAM Control Table Initial Load (LOADVSM)
2. Control Table Data Base (CTL) Initial Load (LOADCTL)
3. Employee Data Base (EDB) Initial Load (LOADEDB)
4. W-2 Reporting (RUN600)
5. Update W-2 Extract File Process (RUN610)
VSAM CONTROL TABLE INITIAL LOAD (LOADVSM)

Description

This job loads the VSAM Control Tables.

The updates of the VSAM Control Tables are already reflected in the particular PDS members used for the loading of the VSAM Tables.

Verification

Ensure that the VSAM Control Tables have been successfully restored by verifying normal completion of the job.
CONTROL TABLE (CTL) INITIAL LOAD (LOADCTL)

Description

This job loads the DB2 CTL database.

Verification

Ensure that the DB2 CTL has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the database.
EMPLOYEE DATA BASE (EDB) INITIAL LOAD (LOADEDDB)

Description

This job loads the EDB database. The data contained in the PDS UDB2EDB will be used to test the W-2 Reporting changes.

Verification

In order to assure successful completion of this job, verify that the EDB has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the database.
W-2 Reporting (RUN600)

Description

This job executes the UI Quarterly and year-end W2 Process.

The quarter and year values specified on the Specification record are ‘4’ and ‘98’ in column 12 and columns 13 through 14 respectively.

Verification

To ensure that the appropriate modules have been modified and installed correctly, verify the following reports:

- **PPP6002 (Tax Reporting - UI Processes (REPORTS PDS, member PPP6002)**

  Verify that the total displayed for on the

  Note that the footnote at the bottom of the page has been changed to:

  "YTD EXEC LIFE INS, YTD OTHER INCOME, AND YTD NON-CASH FRINGE BENEFITS ARE ADDED TO CA SWT GROSS IN FOURTH QUARTER REPORTING ONLY. THE PORTION OF THE YTD NON-CASH FRINGE BENEFITS TOTAL CONTAINING THE YTD DOMESTIC PARTNER IMPUTED INCOME IS ALREADY INCLUDED IN THE CA SWT GROSS."

- **PPP6007 (Detail W-2 Confirmation And Summary Report) (REPORTS PDS, member PPP6007)**

  *Employee 000050043 (ESTER, POLLY)* – The employee’s amount displayed under the column ‘PAYMENTS’ for the YTD Non-cash Fringe Benefit is the total of YTD Non-cash Fringe Benefit (EDB 5535) + YTD DPI Gross (EDB 5550). The employee’s YTD Non-cash Fringe Benefit is equal to 0.00 on the EDB, and the YTD DPI Gross is equal to 254.61 on the EDB. Therefore, verify that the employee’s amount displayed under the column ‘PAYMENTS’ for YTD Non-cash Fringe Benefit is equal to 254.61.

  *Employee 000050081 (GONIA, PAT O.)* – The employee’s amount displayed under the column ‘PAYMENTS’ for the YTD Non-cash Fringe Benefit is the total of YTD Non-cash Fringe Benefit (EDB 5535) + YTD DPI Gross (EDB 5550). The employee’s YTD Non-cash Fringe Benefit is equal to 200.00 on the EDB, and the YTD DPI Gross is equal to 100.00 on the EDB. Therefore, verify that the employee’s amount displayed under the column ‘PAYMENTS’ for YTD Non-cash Fringe Benefit is equal to 300.00.
Note that this particular employee has an edit message of ‘*** 1042-S ALIEN – EDITING ERROR’ displayed.

**Employee 000050038 (O’TEEN, NICK)** – The employee’s amount displayed under the column ‘PAYMENTS’ for the YTD Non-cash Fringe Benefit is the total of **YTD Non-cash Fringe Benefit** (EDB 5535) + **YTD DPI Gross** (EDB 5550). The employee’s YTD Non-cash Fringe Benefit is equal to 100.00 on the EDB, and the YTD DPI Gross is equal to 193.79 on the EDB. Therefore, verify that the employee’s amount displayed under the column ‘PAYMENTS’ for YTD Non-cash Fringe Benefit is equal to 293.79.

**Employee 000050002 (POWERS, VITO)** – The employee’s amount displayed under the column ‘PAYMENTS’ for the YTD Non-cash Fringe Benefit is the total of **YTD Non-cash Fringe Benefit** (EDB 5535) + **YTD DPI Gross** (EDB 5550). The employee’s YTD Non-cash Fringe Benefit is equal to 5000.00 on the EDB, and the YTD DPI Gross is equal to 0.00 on the EDB. Therefore, verify that the employee’s amount displayed under the column ‘PAYMENTS’ for YTD Non-cash Fringe Benefit is equal to 5000.00.

**Employee 000050017 (VAN-LINES, MAY FLOWER)** – The employee’s amount displayed under the column ‘PAYMENTS’ for the YTD Non-cash Fringe Benefit is the total of **YTD Non-cash Fringe Benefit** (EDB 5535) + **YTD DPI Gross** (EDB 5550). The employee’s YTD Non-cash Fringe Benefit is equal to 100.00 on the EDB, and the YTD DPI Gross is equal to 50.00 on the EDB. Therefore, verify that the employee’s amount displayed under the column ‘PAYMENTS’ for YTD Non-cash Fringe Benefit is equal to 150.00.

Note that this particular employee has an edit message of ‘*** EDITING ERROR’ displayed.

- **PPP6008 (Non-Resident Exempt Alien Report) (REPORTS PDS, member PPP6008)**

**Employee 000050081 (GONIA, PAT O.)** – The employee’s amount displayed under the column ‘PAYMENTS’ for the YTD Non-cash Fringe Benefit is the total of **YTD Non-cash Fringe Benefit** (EDB 5535) + **YTD DPI Gross** (EDB 5550). The employee’s YTD Non-cash Fringe Benefit is equal to 200.00 on the EDB, and the YTD DPI Gross is equal to 100.00 on the EDB. Therefore, verify that the employee’s amount displayed under the column ‘PAYMENTS’ for YTD Non-cash Fringe Benefit is equal to 300.00.

**Employee 0000500001 (HIGHWATER, HELEN)** – The employee’s amount displayed under the column ‘PAYMENTS’ for the YTD Non-cash Fringe Benefit is the total of **YTD Non-cash Fringe Benefit** (EDB 5535) + **YTD DPI Gross** (EDB 5550). The employee’s YTD Non-cash Fringe Benefit is equal to 0.00 on the EDB,
Final

and the YTD DPI Gross is equal to 555.89 on the EDB. Therefore, verify that the employee’s amount displayed under the column ‘PAYMENTS’ for YTD Non-cash Fringe Benefit is equal to 555.89.

- **PPP6009 (Detail W-2 Exceptions List Report)** (*REPORTS PDS, member PPP6009*)

  **Employee 000050110 (BOARD, MORT R.)** – The employee’s amount displayed under the column ‘PAYMENTS’ for the YTD Non-cash Fringe Benefit is the total of YTD Non-cash Fringe Benefit (EDB 5535) + YTD DPI Gross (EDB 5550). The employee’s YTD Non-cash Fringe Benefit is equal to 500.00 on the EDB, and the YTD DPI Gross is equal to 100.00 on the EDB. Therefore, verify that the employee’s amount displayed under the column ‘PAYMENTS’ for YTD Non-cash Fringe Benefit is equal to 600.00. A W-2 form is not written for this employee.

  **Employee 000050047 (CLARE, IDA)** – The employee’s amount displayed under the column ‘PAYMENTS’ for the YTD Non-cash Fringe Benefit is the total of YTD Non-cash Fringe Benefit (EDB 5535) + YTD DPI Gross (EDB 5550). The employee’s YTD Non-cash Fringe Benefit is equal to 0.00 on the EDB, and the YTD DPI Gross is equal to –24.00 on the EDB. Therefore, verify that the employee’s amount displayed under the column ‘PAYMENTS’ for YTD Non-cash Fringe Benefit is equal to –24.00. A W-2 form is not issued for this employee.

- **PPP6010 (Error And Warning Messages Report)** (*REPORTS PDS, member PPP6010*)

  **Employee ID 000050040 (BEAR, TED E.)** – This employee has an EIC amount of 2000.00. Verify that the error message 60-128 ‘TAX EXTRACT: EIC OVER MAXIMUM OF $1363, REDUCED TO $1363’ is displayed.

  **Employee ID 000050110 (BOARD, MORT R.)** - Verify that the following error message 60-125 and the appropriate YTD totals are displayed for this employee

  ‘TAX EXTRACT: X-CODED ALIEN HAS ONE OR MORE REPORTABLE AMOUNTS’
  
<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>5502</td>
<td>YTD FWT GROSS</td>
<td>50,538.80</td>
</tr>
<tr>
<td>5506</td>
<td>YTD SWT GROSS</td>
<td>50,538.80</td>
</tr>
<tr>
<td>5510</td>
<td>YTD MED GROSS</td>
<td>54,096.00</td>
</tr>
<tr>
<td>5535</td>
<td>YTD NONCASH FRINGE</td>
<td>500.00</td>
</tr>
<tr>
<td>5550</td>
<td>YTD DPI GROSS</td>
<td>100.00</td>
</tr>
<tr>
<td>6009-Y</td>
<td>YTD MED TAX</td>
<td>784.39</td>
</tr>
</tbody>
</table>

  Note that the YTD DPI GROSS of 100.00 and the YTD NONCASH FRINGE of 500.00 are displayed separately.
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Employee ID 0000500081 (GONIA, PAT O.) - Verify that the following error message 60-123 and the appropriate YTD totals are displayed for this employee:

‘TAX EXTRACT: E//F-ALIEN HAS FWT/NON-CASH FRINGE/DPI AMOUNTS’
5502 YTD FWT GROSS 33,661.12
5535 YTD NONCASH FRINGE 200.00
5550 YTD DPI GROSS 100.00

Employee ID 0000500017 (VAN-LINES, MAY FLOWER) - Verify that the following error message 60-123 and the appropriate YTD totals are displayed for this employee:

‘TAX EXTRACT: E//F-ALIEN HAS FWT/NON-CASH FRINGE/DPI AMOUNTS’
5502 YTD FWT GROSS 77,325.08
5535 YTD NONCASH FRINGE 100.00
5550 YTD DPI GROSS 50.00

- PPP6011 (Campus Summary Report) (REPORTS PDS, member PPP6011)

Verify that the footnote displayed at the bottom of the page is

YTD EXEC LIFE INS, YTD OTHER INCOME, AND YTD NON-CASH FRINGE BENEFITS ARE ADDED TO CA SWT GROSS IN FOURTH QUARTER REPORTING ONLY. THE PORTION OF THE YTD NON-CASH FRINGE BENEFITS TOTAL CONTAINING THE YTD DOMESTIC PARTNER IMPUTED INCOME IS ALREADY INCLUDED IN THE CA SWT GROSS.

- PPP6019 (W-2 Editing Error and Conditions List Report) (REPORTS PDS, member PPP6019)

Employee 0000500081 (GONIA, PAT O.) – The employee’s amount displayed under the column ‘PAYMENTS’ for the YTD Non-cash Fringe Benefit is the total of YTD Non-cash Fringe Benefit (EDB 5535) + YTD DPI Gross (EDB 5550). The employee’s YTD Non-cash Fringe Benefit is equal to 200.00 on the EDB, and the YTD DPI Gross is equal to 100.00 on the EDB. Therefore, verify that the employee’s amount displayed under the column ‘PAYMENTS’ for YTD Non-cash Fringe Benefit is equal to 300.00.

Note that this particular employee has an edit message of ‘*** EMP HAS FWT/NON-CASH FRINGE/DPI AMOUNTS’ displayed.

Employee 0000500002 (POWERS, VITO) – The employee’s amount displayed under the column ‘PAYMENTS’ for the YTD Non-cash Fringe Benefit is the total of
YTD Non-cash Fringe Benefit (EDB 5535) + YTD DPI Gross (EDB 5550). The employee’s YTD Non-cash Fringe Benefit is equal to 5000.00 on the EDB, and the YTD DPI Gross is equal to 0.00 on the EDB. Therefore, verify that the employee’s amount displayed under the column ‘PAYMENTS’ for YTD Non-cash Fringe Benefit is equal to 5000.00.

Employee 0000500017 (VAN-LINES, MAY FLOWER) – The employee’s amount displayed under the column ‘PAYMENTS’ for the YTD Non-cash Fringe Benefit is the total of YTD Non-cash Fringe Benefit (EDB 5535) + YTD DPI Gross (EDB 5550). The employee’s YTD Non-cash Fringe Benefit is equal to 100.00 on the EDB, and the YTD DPI Gross is equal to 50.00 on the EDB. Therefore, verify that the employee’s amount displayed under the column ‘PAYMENTS’ for YTD Non-cash Fringe Benefit is equal to 150.00.

Note that this particular employee has an edit message of ‘*** EMP HAS FWT/NON-CASH FRINGE/DPI AMOUNTS’ displayed.

To ensure that the appropriate modules have been modified and installed correctly, verify the data on the W-2 Extract File and UI Extract File for the following employees:

UI Extract File (UIFILET)

Record 4 – 000050002 (POWERS, VITO) – This employee has a YTD DPI Gross (EDB 5550) of 0.00, and a YTD Non-cash Fringe Benefit (EDB 5535) of 5000.00.

Verify that positions 75 through 79 (YTD Non-cash-Fringe Benefit) contain an amount of 000500000C (equivalent to 5000.00).

Verify that positions 80 through 84 (YTD DPI Gross) contain an amount of 000000000C (equivalent to 0.00).

Record 40 – 000050038 (O’TEEN, NICK) – This employee has a YTD DPI Gross (EDB 5550) of 193.79, and a YTD Non-cash Fringe Benefit (EDB 5535) of 100.00.

Verify that positions 75 through 79 (YTD Non-cash-Fringe Benefit) contain an amount of 000010000C (equivalent to 100.00).

Verify that positions 80 through 84 (YTD DPI Gross) contain an amount of 000019379C (equivalent to 193.79).

Record 45 – 000050043 (ESTER, POLLY) – This employee has a YTD DPI Gross (EDB 5550) of 254.61, and a YTD Non-cash Fringe Benefit (EDB 5535) of 0.00.

Verify that positions 75 through 79 (YTD Non-cash-Fringe Benefit) contain an amount of 000000000C (equivalent to 0.00).
Verify that positions 80 through 84 (YTD DPI Gross) contain an amount of 000025461C (equivalent to 254.61).

**W-2 Federal W-2 File (FEDW2T)**

**Record 3 (Record Type ‘E’)** – Verify that positions 163 through 166 contain a value of blank for the Establishment Number field. In addition, verify that positions 167 through 255 contain a value of blank. Note that the Limitation of Liability Indicator field has been removed from the copymember CPWSTXTP for position 255.

**Record 50 (ESTER, POLLY)** – This employee has a YTD DPI Gross (EDB 5550) of 254.61, and a YTD Non-cash Fringe Benefit (EDB 5535) of 0.00. The total reported in positions 174 through 182 of the Record Type ‘W is equal to 000025461 (equivalent to 254.61).

**Record 58 (GONIA, PAT O.)** – This employee has a YTD DPI Gross (EDB 5550) of 100.00, and a YTD Non-cash Fringe Benefit (EDB 5535) of 200.00. The total reported in positions 174 through 182 of the Record Type ‘W is equal to 000030000 (equivalent to 300.00).

**Record 63 (HIGHWATER, HELEN)** – This employee has a YTD DPI Gross (EDB 5550) of 555.89, and a YTD Non-cash Fringe Benefit (EDB 5535) of 0.00. The total reported in positions 174 through 182 of the Record Type ‘W is equal to 000055589 (equivalent to 555.89).

**Record 64 (HOLMES, WILLIAM M)** – This employee has a YTD DPI Gross (EDB 5550) of 20.90, and a YTD Non-cash Fringe Benefit (EDB 5535) of 0.00. The total reported in positions 174 through 182 of the Record Type ‘W is equal to 000002090 (equivalent to 20.90).

**Record 69 (JOHNSON, JOHNNY JACK)** – This employee has a YTD DPI Gross (EDB 5550) of 399.70, and a YTD Non-cash Fringe Benefit (EDB 5535) of 0.00. The total reported in positions 174 through 182 of the Record Type ‘W is equal to 000039970 (equivalent to 399.70).

**Record 84 (O’TEEN, NICK)** – This employee has a YTD DPI Gross (EDB 5550) of 193.79, and a YTD Non-cash Fringe Benefit (EDB 5535) of 100.00. The total reported in positions 174 through 182 of the Record Type ‘W is equal to 000029379 (equivalent to 293.79).

**Record 87 (Record Type ‘I’)** – Verify in positions 104 through 113 that the total reported for the YTD Non-cash Fringe Benefits is equal to 0000000182489 (equivalent to 1824.89). This reported total matches the accumulated YTD Non-cash Fringe Benefit totals from Record 50 (254.61), Record 58 (300.00), Record 63 (555.89), Record 64 (20.90), Record 69 (399.70), and Record 84 (293.79).
Record 88 (POWERS, VITO) – This employee has a YTD DPI Gross (EDB 5550) of 0.00, and a YTD Non-cash Fringe Benefit (EDB 5535) of 5000.00. The total reported in positions 174 through 182 of the Record Type ‘W’ is equal to 000500000 (equivalent to 5000.00).

Record 130 (Record Type ‘T’) – Verify in positions 122 through 133 that the total reported for the YTD Non-cash Fringe Benefits is equal to 00000743120 (equivalent to 7431.20). This reported total matches the total reported on the PPP6014 report for regular employees.

W-2 Extract File (W2FILET)

Record 4 – 000050002 (POWERS, VITO) – This employee has a YTD DPI Gross (EDB 5550) of 0.00, and a YTD Non-cash Fringe Benefit (EDB 5535) of 5000.00.

Verify that positions 286 through 290 (YTD Non-cash-Fringe Benefit) contain an amount of 000500000C (equivalent to 5000.00).

Verify that positions 311 through 315 (YTD DPI Gross) contain an amount of 000000000C (equivalent to 0.00).

Record 40 – 000050038 (O’TEEN, NICK) – This employee has a YTD DPI Gross (EDB 5550) of 193.79, and a YTD Non-cash Fringe Benefit (EDB 5535) of 100.00.

Verify that positions 286 through 290 (YTD Non-cash-Fringe Benefit) contain an amount of 000010000C (equivalent to 100.00).

Verify that positions 311 through 315 (YTD DPI Gross) contain an amount of 000019379C (equivalent to 193.79).

Record 45 – 000050043 (ESTER, POLLY) – This employee has a YTD DPI Gross (EDB 5550) of 254.61, and a YTD Non-cash Fringe Benefit (EDB 5535) of 0.00.

Verify that positions 286 through 290 (YTD Non-cash-Fringe Benefit) contain an amount of 000000000C (equivalent to 0.00).

Verify that positions 311 through 315 (YTD DPI Gross) contain an amount of 000025461C (equivalent to 254.61).

UI Extract File (UIFILET)

Record 4 – 000050002 (POWERS, VITO) – This employee has a YTD DPI Gross (EDB 5550) of 0.00, and a YTD Non-cash Fringe Benefit (EDB 5535) of 5000.00.
Verify that positions 75 through 79 (YTD Non-cash-Fringe Benefit) contain an amount of 000500000C (equivalent to 5000.00).

Verify that positions 80 through 84 (YTD DPI Gross) contain an amount of 000000000C (equivalent to 0.00).

**Record 40 – 000050038 (O’TEEN, NICK)** – This employee has a YTD DPI Gross (EDB 5550) of 193.79, and a YTD Non-cash Fringe Benefit (EDB 5535) of 100.00.

Verify that positions 75 through 79 (YTD Non-cash-Fringe Benefit) contain an amount of 000010000C (equivalent to 100.00).

Verify that positions 80 through 84 (YTD DPI Gross) contain an amount of 000019379C (equivalent to 193.79).

**Record 45 – 000050043 (ESTER, POLLY)** – This employee has a YTD DPI Gross (EDB 5550) of 254.61, and a YTD Non-cash Fringe Benefit (EDB 5535) of 0.00.

Verify that positions 75 through 79 (YTD Non-cash-Fringe Benefit) contain an amount of 000000000C (equivalent to 0.00).

Verify that positions 80 through 84 (YTD DPI Gross) contain an amount of 000025461C (equivalent to 254.61).

**W-2 Laser Forms**

Verify that the displayed Tax Reporting Year is ‘1998’ on the W-2 Laser Form.

Verify that the notice of failing to report taxable income is displayed on the Copy C for Employee’s Record.

Verify the reported amount in Box 12 of the W-2 forms for the following employees:

**(ESTER, POLLY)** – This employee has a YTD DPI Gross (EDB 5550) of 254.61, and a YTD Non-cash Fringe Benefit (EDB 5535) of 0.00. The total reported in box 12 is 254.61 (Value of EDB 5550 + value of EDB 5535).

**(O’TEEN, NICK)** – This employee has a YTD DPI Gross (EDB 5550) of 193.79, and a YTD Non-cash Fringe Benefit (EDB 5535) of 100.00. The total reported in box 12 is 293.79. (Value of EDB 5550 + value of EDB 5535).

**(POWERS, VITO)** – This employee has a YTD DPI Gross (EDB 5550) of 0.00, and a YTD Non-cash Fringe Benefit (EDB 5535) of 5000.00. The total reported in box 12 is 5000.00. (Value of EDB 5550 + value of EDB 5535).
W-2 Extract File Update Process (RUN610)

**Description**

This job updates specific data on the W-2 Extract File using current data from the EDB.

**Verification**

Verify on the PPP6102 (Update PPP600 W2 EXTRACT), *(REPORTS PDS, Member PPP6102)*, that the total amount displayed for YTD Non-cash Fringe Benefits is 8,517.28. This total amount should equal the total amount reported on the PPP6011 report for YTD Non-cash Fringe Benefits.