March 9, 1999

Service Request 14816

Service Request 14816 asks that the Payroll/Personnel System be modified to create a new monthly report. It specifies that this report, called "Labor Relations - Pretax Transportation Deductions Report", identify all exclusively represented employees who are not eligible to receive pretax transportation deductions.

The report must enable users to specify the Employee Unit Code (EUC), and the pretax and post-tax GTN numbers. In addition, the report must offer 2 sort orders, Employee ID order and Employee Name order.
This new batch program will produce a new report entitled "Labor Relations - Pretax Transportation Deductions Report". The report will display all covered employees who are currently enrolled and are not eligible to receive pretax transportation deductions. Users must specify the following in the Program Run Specification:
1. The Employee Unit Code (EUC) - up to 10 unique values,

In addition, separate GTN Number Lines in the Program Run Specification will allow an unlimited amount user-specified values for the following:
2. Pretax GTN Number,
3. associated Post-tax GTN Number

The report will contain the following data elements:
1. Employee Name (EDB 0105),
2. Employee Identification Number,
3. Home Department Code (EDB 0114),
4. Home Department Name,
5. Primary Pay Cycle (EDB 0152),
6. Employee Unit Code (EDB 0255),
7. Appointment Percent (EDB 2012)¹,
8. Title Unit Code (EDB 2029)²,
9. Pretax GTN Number (as specified by user),
10. Deduction Amount associated with the Pretax GTN Number,
11. Post-tax GTN Number (as specified by user),
12. Amount to be entered for Post-Tax GTN Amount, copied from Pretax GTN Amount.

This report, number PPP5841, will be available in two different sequences, specified in the Program Run Specification. The available sequences are:
1. Employee ID sequence,
2. Employee Name sequence

See appendix for a report prototype.

**Bind members**

PPP584 (new)
This new bind member contains the statements for binding the plan for PPP584.

**Forms**

UPAY888
This new form is used for the Run Specification record for the new report program, PPP584.

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¹ If the employee has an additional active appointment (other than in the EUC), then print the appointment percent and associated TUC. Otherwise, print blanks.

² see above footnote
Table Updates

System Messages Table

The following new messages have been added for the PPP584 program:

<table>
<thead>
<tr>
<th>Message Number</th>
<th>Text</th>
</tr>
</thead>
<tbody>
<tr>
<td>58401</td>
<td>SPECIFICATION CARD MISSING</td>
</tr>
<tr>
<td>58402</td>
<td>SPECIFICATION CARD ERROR - PROGRAM ID INVALID</td>
</tr>
<tr>
<td>58403</td>
<td>SPECIFICATION CARD ERROR - INVALID PPP5841 SEQUENCE OPTION</td>
</tr>
<tr>
<td>58404</td>
<td>SPECIFICATION CARD ERROR - NO EMPLOYEE UNIT CODES SPECIFIED</td>
</tr>
<tr>
<td>58405</td>
<td>SPECIFICATION CARD ERROR - NO GTN NUMBER PAIRS FOUND</td>
</tr>
<tr>
<td>58406</td>
<td>NO EMPLOYEES WERE FOUND FOR THE EMPLOYEE UNIT CODE(S) SPECIFIED</td>
</tr>
<tr>
<td>58407</td>
<td>PPP584 TERMINATED ABNORMALLY - NEGATIVE SQLCODE ENCOUNTERED</td>
</tr>
<tr>
<td>58408</td>
<td>SPECIFICATION CARD ERROR - GTN NUMBER IS BLANK</td>
</tr>
<tr>
<td>58409</td>
<td>SPECIFICATION CARD ERROR - GTN NUMBER IS NOT A NUMBER</td>
</tr>
</tbody>
</table>

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

Program Preparation

Note on Program Preparation: At UCOP, all COBOL programs pass through the DB2 pre-compiler, whether or not the program contains embedded SQL, to resolve INCLUDE references. Your site may have different requirements.

Note: "DUAL" programs must be compiled twice and linked into batch and online libraries ("LOADLIB" and "OLOADLIB" respectively). "CICS" programs must be CICS pre-compiled and compiled once and linked into OLOADLIB. "BATCH" programs must be compiled once and linked into the batch LOADLIB only.

1. Install, compile, and link the modified programs listed in the following table.

<table>
<thead>
<tr>
<th>Modified Program</th>
<th>DB2?</th>
<th>Compile</th>
<th>Package Bind?</th>
<th>Done?</th>
</tr>
</thead>
<tbody>
<tr>
<td>PPP584</td>
<td>Yes</td>
<td>Batch</td>
<td>No</td>
<td></td>
</tr>
</tbody>
</table>

Bind Member Installation

1. Install the new Bind member listed in the following table.

<table>
<thead>
<tr>
<th>New Bind Members</th>
<th>Installed?</th>
</tr>
</thead>
<tbody>
<tr>
<td>PPP584</td>
<td></td>
</tr>
</tbody>
</table>
Install in Production

1. Run PPP010 to update the following VSAM CTL tables:
   System Messages Table: Either key from the provided UPAY554 form facsimile, or use the transactions in CARDLIB (MSGPROD).

2. Run PPP851 to update the following DB2 CTL tables.
   System Messages Table (08)

Timing of Installation

The installation of this release is Date Mandated. The system modifications must be in place in time for the March 1999 month end reporting process.

If there are any questions, please send electronic mail to Roy.Staples@ucop.edu, or call at (510) 987-0692.

Roy Staples

cc: Jim Dolgonas
    Jerry Wilcox
### PRETAX TRANSPORTATION DEDUCTIONS

**EFFECTIVE DATE**
- **MO**
- **DY**
- **YR**

<table>
<thead>
<tr>
<th>MO</th>
<th>DY</th>
<th>YR</th>
<th>EMP NAME</th>
<th>HM DEPT CODE</th>
<th>HM DEPT NAME</th>
<th>TRAN CODE (1-2)</th>
<th>ID NUMBER (4-12)</th>
<th>PRETAX GTN#</th>
<th>AMOUNT</th>
<th>POST-TAX GTN#</th>
<th>AMOUNT</th>
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</thead>
<tbody>
<tr>
<td>80</td>
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<td>99</td>
<td>ADAMS, RON</td>
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<td>111111111</td>
<td>401</td>
<td>125.00</td>
<td>6088G</td>
<td>125.00</td>
<td></td>
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<tr>
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<td>CHAN OFFICE</td>
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<td>6420G</td>
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<td>50</td>
<td>01</td>
<td>BOOTH, SALLY</td>
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<td>222222222</td>
<td>222222222</td>
<td>403</td>
<td>45.00</td>
<td>6415G</td>
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<tr>
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<td></td>
<td>PHYSICAL PLANT</td>
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<td>401</td>
<td>32.50</td>
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<td>30</td>
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<td>ROBINSON, TOM</td>
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<td>01</td>
<td>99</td>
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<td>6415G</td>
<td>45.00</td>
<td></td>
</tr>
</tbody>
</table>

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**LABOR RELATIONS OFFICE**

**DATE**

**ACCOUNTING/PARKING OFFICE**

**DATE**
PRETAX TRANSPORTATION DEDUCTIONS

TOTAL EMPLOYEES IN CX: 4
TOTAL EMPLOYEES: 4