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Re: Release: 1264
Service Request: 14836
Reference Release: None
Error Reports: None
Programs: PPP420
Copymembers: None
Include Members: None
Bind Members: None
CICS Maps: None
Forms: UPAY642
Table Updates: None
Urgency: Date-Mandated (See Timing of Installation)

Service Request 14836

This release supports the University’s Y2K contingency planning effort. For their Y2K recovery plan preparation for the period December 27, 1999 through January 31, 2000, Payroll Managers requested the ability to print paper checks for employees who usually receive their pay through electronic funds deposits, Surepay. A location, presumably, would use this feature only in the event that the Electronic Funds Transfer process fails. That is, locations would use this feature as a “pre-check write” option or as part of the back-up and rerun routine.

The approach that was taken to implement this option uses the existing check disposition override feature of PPP420. The release modifications will allow the entry of an optional six character field on each UPAY642, Pay Disposition Override transaction. Thus, the sort order of the paper check overrides may be directed by this field so that the checks may be issued by department or other specified group order. In this manner, a utility program could create a file of overrides that would drive the paper check/sort order issuance of certain employees who are normally paid through another check disposition. For our current contingency plans, this utility program would simply read the PAR and, for Pay Disposition “8” employees, create an override transaction which would feed the standard check write process. Each of these override transactions would contain only the Employee ID and Home Department. Note that the utility program to create these overrides will NOT be distributed to campuses unless the need actually arises.

Programs

PPP420

Program PPP420 has been modified to recognize the Override Group. This new field may now be entered on the six bytes following the Employee ID contained on the UPAY642 Pay Disposition Override transaction. When entered (may be left
blank), the Override Group will serve as the primary sequence for those disposition overrides (Employee Name will serve as secondary sequence). For example, when these overrides are entered with the employee’s Home Department entered in the Override Group, the paper check overrides will be issued in Home Department/Employee Name order. In this manner, normal Pay Disposition Overrides, which are entered with a blank Override Group, will be sequenced in Employee Name order and fall in front of the other override produced checks. Note that for those override checks produced in “group” (e.g., Home Department) order, the Pay Disposition, printed just to the left of the Social Security Number, will be displayed as “X”, rather than “0”, to distinguish these overrides from the normal overrides. This will expedite manual distribution processes should this option become necessary.

**Forms**

Form UPAY642 has been revised with the addition of the Override Group. This new field follows the Employee ID and is defined for entry in key columns 12 through 17. This new field is not edited and will therefore, not invalidate disposition overrides entered on the prior (non-revised) form.

**Production JCL**

**Test Plan**

Test materials are not provided with this release. This release may be tested by first, running a sample Check Write process using the current version of PPP420. This run should contain at least a few Pay Disposition Override transactions. This same Check Write process should then be re-run using the release modified version of PPP420. However, in this second run, a differing set of values (e.g., Home Department) should be added to the Override Group field on some of the override transactions. When the “before” and “after” runs are compared, only the sequence of the printed check overrides should vary. All other job output files between the two runs should be the same (with the exception of the assigned Check Number associated with the differently sequenced printed checks). On the new run, those override checks triggered without assigned Override Group values will be sequenced first, in Employee Name order. They will be identified with a “0” Pay Distribution displayed to the left of the Social Security Number on the check face. These checks will be immediately followed by the remaining override checks which will be in Override Group/Employee Name order and be identified with an “X” displayed as the Pay Disposition r on the check face. All other (i.e., non-override) paper checks, based on normal Pay Disposition values will follow in the normal order of issuance.

**Considerations**

Both in the current and release modified Check Write process, when a Surepay payment to an individual is overridden by a UPAY642 entry in order to produce a paper check, the check address displayed on the face of the check will reflect the department address and associated Mail Code. This override address display complements the new Override Group feature contained in this release.

**Installation Instructions**

Installation of this release requires the following steps:

1. Install modified Cobol member PPP420.
2. DB2 pre-compile, compile and link modified Batch program PPP420 into the Batch Loadlib.
4. Execute and verify the test plan.
5. Install the modified object into production.
6. Modify JCL procedures which execute PPP420 so that the work file “SONETIME” contains a Logical Record Length (LRECL) of 15 rather than 9.
7. Initiate local utilization of revised UPAY642 form.
Timing of Installation

The installation of this release is date-mandated.

This release is part of Y2K contingency planning and should be installed prior to the first Payroll Compute process with a Check Date in the year 2000.

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