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Re:  Release:  1270
     Service Request:  17159
     Programs:  PPOT1270
     Copymembers:  None
     Include Members:  None
     DDL Members:  None
     Bind Members:  None
     CICS Maps:  None
     Forms:  None
     Table Updates:  Gross-to-Net, Benefits Rates and Bargaining Unit
     Urgency:  Date Mandated (See Timing of Installation)

Service Request 17159 asks for a modification to the dues structure for University employees who are members of the Residual Patient Care Professionals (HX) bargaining unit. Effective with February 2000 earnings, HX dues are to be 1.15% of total gross pay with a monthly maximum of $25.00 for employees earning less than $30,000 per year or a monthly maximum of $35.00 for those earning $30,000 or more per year.

Members of the HX unit are currently enrolled in a dues structure of 1.15% of total gross pay with a monthly maximum of $20.00, using GTN Number 370. Members of the HX unit share this dues structure with employees in unit 99.

As a result, members of the HX unit will be moved to a new GTN Number, 376. The purpose of this release is to implement the new unit HX dues structure and provide a one-time program to convert members of that unit to the new GTN entry. Note that upon implementation of this change, only employees in unit 99 and a few other non-represented employees will remain under the dues structure used for GTN Number 370.

Programs

PPOT1270

PPOT1270 is a one-time program which identifies covered members of the HX unit who are currently enrolled in UPTE dues (GTN 370), deletes the existing dues entry, and creates a new dues entry using GTN 376. The program produces a report showing all employees for whom the dues conversion was done, and an employee change file providing an audit trail of each change made.
The program may be run in two modes: Report-only, which produces the report of employees for whom the conversion would be done, but does not actually update the EDB; and Update, which produces the report and the ECF and directly updates the EDB.

Table Updates

Three control tables must be updated in order to fully-implement the new unit HX dues structure:

Gross-to-Net Table

The Gross-to-Net Table must be updated by adding the GTN entry for HX Dues. Payroll Coordination has specified that GTN 376 be used for this purpose and campuses are requested to use this standard GTN if at all possible.

The release provides transactions that properly set up GTN 376 for UPTE HX dues. The transactions are incomplete, in that the GTN Priority has not been set. Campuses must select a priority that places this GTN in roughly the same priority sequence as the existing UPTE GTN (370). Campuses should also review the assigned Liability Account FAU prior to production implementation. Use the transactions supplied with the release after your Campus Payroll Manager has reviewed them and provided the necessary additional information.

Benefits Rates Table

The GTN segment of the Benefits Rates Table must be modified to include the revised dues structure in the HX Covered section for the new GTN entry. In addition, to prevent compute warning about missing default rates, the revised dues structure must also be added to the default section of the BRT. The provided transactions may be used for both test and production after your campus Payroll Manager has reviewed them.

Bargaining Unit Table

Two changes are made to the Bargaining Unit Table.

1. Delete GTN 370 from the HX Covered Segment
2. Add GTN 376 to the HX Covered Segment

The provided transactions may be used for both test and production after your campus Payroll Manager has reviewed them.

Test Plan

The test plan is provided as a separate document.

Installation Instructions

1. Install one-time batch program PPOT1270
2. Bind the plan for one-time program PPOT1270
3. Execute the supplied Test Plan
4. Update the production control tables:
   - Gross-to-Net (GTN)
   - Benefits Rates Table (BRT)
   - Bargaining Unit Table (BUT)
5. Install and execute one-time program PPOT1270 in production. It is suggested that the program be run in Report-only mode first, and the results reviewed prior to executing the program in Update mode.
6. Modify production JCL which produces the monthly DUES490 file to include GTN 376 in that file for January month-end processing

**Timing of Installation**

The installation of this release is date-mandated. The release must be installed prior to the first compute for February 2000 earnings in order to implement the new dues structure as requested by UPTE.

As usual, campuses are encouraged to install this release in as timely a fashion as possible and in the normal numeric sequence.

If there are any questions, please send electronic mail to Jerry.Wilcox@ucop.edu, or call at (510) 987-0516.

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