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Re: Release: 1271
Service Request: 14832
Error Reports: None
Programs: PPP420
Copymembers: None
Include Members: None
Bind Members: None
CICS Maps: None
Forms: None
Table Updates: None
Urgency: Not Urgent

Service Request 14832

Currently, when an employee’s Net Pay exceeds the established limit, the payroll disbursement program, PPP420, issues message 42-015 (Warning) on the PPP4203 report. The established limit amounts are based on Pay Schedule and are defined on the System Parameter Table:

<table>
<thead>
<tr>
<th>System Parameter</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>15</td>
<td>Monthly Net Pay Warning</td>
</tr>
<tr>
<td>16</td>
<td>Semi-Monthly Net Pay Warning</td>
</tr>
<tr>
<td>17</td>
<td>Biweekly Net Pay Warning</td>
</tr>
</tbody>
</table>

The issuance of message 42-015 allows campuses to audit the pay of those employees whose Net Pay exceeds the warning limit and thus, the opportunity to halt the distribution of overpayments.

Currently, when message 42-015 is issued, the Employee ID and Name are displayed as reference. When the payment method is paper check, the Pay Disposition and Check Number are also displayed. However, campuses have indicated that, for users assigned the task of verifying that a specific employee’s net pay amount is correct, the referenced message information is less than sufficient. In order to determine if the associated Net Pay is appropriate, users have to supplement the PPP4203 report information with a review of Payroll Audit Record (PAR) information. This additional step lengthens the review process.

In order to expedite the audit of these large or unusual payments, Service Request 14832 asks that an additional report be produced by program PPP420. The new report will contain sufficient information to improve campus review of and response to message 42-015.

To fulfill the requirements of Service Request 14832, program PPP420 has been modified to produce an additional report, PPP4208, titled “Net Pay Exceeds Limit Detail Report”. The new report will supplement the information identified by the issuance of message 42-015. That is, message 42-015 will still be issued on the PPP4203 report but, in addition, for each
employee so identified, a corresponding set of detail earnings information will be contained on the new PPP4208 detail report. Earnings detail on the new report will be displayed in Employee ID order and contain the following PAR pay information:

1. Employee ID, Employee Name, Pay Disposition  
2. Check Number (when the payment method is paper check)  
3. Surepay Bank and Account (when the method of payment is Surepay)  
4. Limit Pay Cycle (M, B, or S; identifies whether Monthly, Biweekly, or Semi-monthly Net Pay Limits were in effect)  
5. Total Gross and Net Pay  
6. Earnings Distributions Data (Title Code, DOS, Earnings Date, Amount, Hours and Percent Time).

Programs

PPP420

Program PPP420 has been modified to produce report PPP4208 as per Service Request 14832. For this report, Net Pay Limit comparisons that duplicate those used to trigger message 42-015 are reinitiated at the program point where the PAR is updated with Check Number or Surepay control information. In this manner, new report is produced in Employee ID order rather than the Pay Distribution order of the PPP4203 warning/error report. (Note that on program restarts, the complete and entire PPP4208 report will be produced regardless of the employee Check Number restart point).

Test Plan

Test materials are not provided with this release. Since the program changes only serve to create an additional report and in no way affect any other program output, a simple regression test may be utilized as per the following:

First, run a representative Payroll Disbursement process using the current version of PPP420. This run should contain varying Pay Dispositions and include some payments that are over the prescribed Net Pay limit.

Next, this same process should be re-run using the release modified version of PPP420. In this run, include the DD Name “PPP4208” (assigned to print).

Compare the associated files of the “before” and “after” runs. All job output files between the two runs should be the same. The only difference between the two runs should be the production of the PPP4208 report generated by the release modified version of PPP420. In order to verify the content of the new “Net Pay Exceeds Limit” report (PPP4208), the “Warning Message” report (PPP4203) should be examined. For each message 42-015 issued, the identified employee should also be listed on the new PPP4208 report. The detail PPP4208 report content for each employee may be verified against information displayed on the PAR report (PPP4401).

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 by adding the DD Name “PPP4208” (assign to printer).  
7. Initiate the appropriate distribution of new report PPP4208.
Timing of Installation

The installation of this release is not urgent. However, it should be installed as quickly as possible to expedite the review of potential overpayments.

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