Release 1294

Service Request 17192
Agency Fee – Permanent Process

Detail Design

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Table of Contents

INTRODUCTION ............................................................................................................................................................ 2
PROCESSING OVERVIEW .......................................................................................................................................... 3
CONTROL TABLE UPDATES ..................................................................................................................................... 8
PROGRAM CHANGES .................................................................................................................................................. 9
Introduction

Background

Service Request 17192 defines the requirements for a permanent Agency Fee process that is intended to replace the temporary process performed by program PPP761 issued by Release 1266.

In its initial release, program PPP761 populated a new DB2 CTL table, PPPBUF, based on Specification Input. This table was used to define associations between Bargaining Units and related Union, Agency Fee and Charitable deductions. PPP761 then utilized the PPPBUF (i.e., Agency Fee) information during its employee data selection routines in order to create (i.e., enroll) GTN “G” Balances on the employee’s EDB record for those employees eligible for an Agency Fee deduction. Essentially, when an employee had an active exclusively represented appointment but was not enrolled in the applicable Union deduction, the employee was enrolled by PPP761 in the Agency Fee deduction corresponding to the appointment's Bargaining Unit.

When PPP761 was run in “normal” mode (just prior to every Payroll Compute), the process was additive only (i.e., employees were enrolled but not de-enrolled). When PPP761 was run in “First of month” mode, employees were enrolled and/or de-enrolled based on employee record status changes (e.g., appointment had expired so the employee was de-enrolled from the Agency Fee GTN entry). The necessity for PPP761’s two run modes is that when an appointment is active for at least one day in the month, the unit associated deduction is applicable to the entire month. Therefore, de-enrollment based on EDB record status changes must only occur after all payroll cycles in the month had been processed.

In Release 1288, the building (i.e., populating) of the PPPBUF Table was removed from program PPP761 and added to PPP010. That is, PPPBUF Table is now linked to the Bargaining Unit Table (i.e., CTL table #17) and maintained by program PPP010 via form UPAY565E. All information recorded on the PPPBUF is displayed with other unit information on the PPP010 report listing for the Bargaining Unit Table (BUT). Note that although PPP761 no longer builds the PPPBUF table, it still utilizes the PPPBUF table in its record selection process.
Processing Overview

PPPBUF Table

As of Release 1288, the maintenance of the Agency Fee Information (i.e., PPPBUF) segment of the Bargaining Unit Table (BUT) is maintained by PPP010 via form UPAY565E.

Each PPPBUF record entry is key structured by:

- Bargaining Unit Code
- Representation Code
- Special Handling Code
- Distribution Unit Code

In addition to the above key elements, each PPPBUF entry contains the following fields:

1. **UDUE (Union) GTN Number.** This number must correspond to a Gross-to-Net (GTN) Table entry with Group Code “U”.

2. **UDUE Base.** This code reflects which payments will be counted towards the “base” when the UDUE deduction is calculated. The following are valid values:
   - “AA” – All Units; All Earnings Dates
   - “AC” – All Units; Current month earnings only
   - “UA” – Unit earnings Only, All Earnings Dates
   - “UC” – Unit earnings Only, Current month earnings only
   - blank – To be used when the deduction is not a GTN Calculation Routine “15” entry. When blank is specified for Calculation Routine “15” GTN, calculations will default as though “AA” were indicated.

3. **Agency Fee GTN Number.** This number must correspond to a GTN Table entry with Set Code of “3”.

4. **Agency Fee “G” Balance Value.** This amount is used as the GTN “G” Balance when an eligible employee is enrolled in the Agency Fee deduction.

5. **Agency Fee Base.** This code reflects which payments will be counted towards the “base” when the Agency Fee or Charity deduction is calculated. The following are valid values:
   - “AA” – All Units; All Earnings Dates
- “AC” – All Units; Current month earnings only
- “UA” – Unit earnings Only, All Earnings Dates
- “UC” – Unit earnings Only, Current month earnings only
- blank – To be used when the deduction is not a GTN Calculation Routine “15” entry; When blank is specified for Calculation Routine “15” GTN, calculations will default as though “AA” were indicated.

6. **Up to three Charity GTN Numbers.** These numbers must correspond to GTN Table entries with Set Code of “C”.

7. **Multi-Unit Link.** This code is used to identify a group of related units that allow the total monthly deductions of all the related units to be applied against the maximum monthly cap defined for the units.

Only UDUE GTN Numbers that are applicable to “exclusively” represented appointments should reside on the PPPBUF Table. Secondary UDUE GTN numbers that are applicable to employees “**not covered**” by the unit should **not** be placed on the PPPBUF table.

In order to achieve proper unified reporting, it is required that those UDUE GTN Numbers which have no associated Agency Fee deduction also be recorded on the PPPBUF table. For these units, the UDUE GTN and associated Bargaining Unit attributes should be entered on the UPAY565E form with the associated Agency Fee and Charity GTN left blank.

**GTN Calculation “15”**

Currently, most UDUE and Agency Fee deductions specify Calculation “15” on their GTN Table entry. The general mechanism of Calculation 15 was that the first time the employee was paid in the month, a Declining Balance was created on the employee’s EDB record which equaled the monthly deduction cap (maximum). From this point on, until the end of the month, each time the deduction was developed for the employee, the deduction amount was used to decrement the Declining Balance and restricted to the amount of the remaining Declining Balance. Therefore, the total monthly deduction paid was restricted to the predefined monthly maximum.

Due to possible mid-month enrollment changes between UDUE and Agency Fee deductions for the same unit and with variances between these deductions in both the deduction rate and maximum cap amount, the following changes will occur for the Calculation “15” mechanism:

1. **Declining Balances will no longer be supported for these GTN entries.** Instead, the GTN User Balance will be set to zero at the beginning of each month and will subsequently be used by the Compute process to maintain a running balance of the deduction paid during the
In this manner, each time the current Deduction is developed, the running total of
deduction paid so far in the month (i.e., the “User” Balance) is examined so that the total
paid does not exceed the cap. This new mechanism will allow that whenever an employee
changes coverage from Agency Fee to UDUE (or vice versa), the User balance of the de-
enrolled deduction is carried over to the newly enrolled PPPBUF associated deduction.
Thus, for any one unit, the User Balance follows the enrollment/de-enrollment process and
in essence becomes the amount paid so far in the month for the unit as a whole. As a result
of this new process, each time the employee is paid and the deduction is taken, the monthly
cap amount is re-developed and, therefore, reflects the most current status of various CTL
tables calculation values.

2. The PPPBUF table allows directed “unit” pay based deduction calculations but only for
GTN entries which indicate Calculation “15”. That is, if the PPPBUF indicates “unit” pay,
the Calculation 15 routine will develop the Unit Base Amount (may be in dollars or hours)
of the PPPBUF identified unit in association with the deduction’s GTN Base code and
Usage Code. Note that if the GTN Usage Code indicates a “fixed” deduction amount
(Usage Codes “F”, “B”, or “1”) and PPPBUF entry indicates “unit” based, the deduction
will not be taken unless the employee has received pay in the unit during that Pay Cycle.

3. When Calculation “15” is specified on the GTN Table and the associated Multi-Link code
of the PPPBUF Table is non-blank, the “total” User Balance of all linked UDUE, Agency
Fee and Charity units will be applied to the cap (i.e., maximum) test routine used to restrict
the deduction. Therefore, the total monthly deductions of all the related units will be applied
against the maximum monthly cap defined for the linked units.

**Explicit EDB Maintenance**

When explicit maintenance causes any of the following EDB elements to change, the employee’s
record is examined so that he/she may be immediately enrolled in the associated Agency Fee
deduction if new eligibility is indicated:

- Employee Relations Code
- Title Code
- Appointment Representation Code
- Appointment Begin or End Date

This process is essentially one of Agency Fee enrollment only. When the explicit changes cause
new ineligibility, de-enrollment must not occur until all Pay Cycles in the month have been
processed. Therefore, when one of the above elements have changed, an indicator is set on the
employee’s record which will trigger Monthly EDB Maintenance to re-evaluate the employee
for both enrollment and de-enrollment of Agency Fee related deductions.
All explicit updates of an Agency Fee GTN will be rejected. When a PPPBUF identified UDUE or Charity GTN is explicitly updated (either enrolled or de-enrolled), the employee’s record will be examined and the associated Agency Fee GTN will be deleted (when UDUE or Charity enrollment has occurred) or added (when UDUE or Charity de-enrollment has occurred). During this explicit or implied maintenance of PPPBUF related GTN deductions, the User Balance of the de-enrolled GTN will be carried to the newly enrolled GTN.

**Monthly EDB Maintenance**

During EDB Monthly Maintenance, all User Balances associated with GTN Calculation “15” entries will be set to zero.

Additionally, if an appointment has expired in the previous month or will become active during the current month or explicit maintenance to any of the following EDB elements has caused the employee’s record to be flagged, all Agency Fee and Charity GTN eligibility will be re-evaluated:

- Employee Relations Code
- Title Code
- Appointment Representation Code
- Appointment Begin or End Date.

During this re-evaluation process, all appointments will be examined. If the Employee Relations Code is “E”, “H”, or blank, each active appointment is matched to the PPPBUF based on Title Unit Code (TUC) and Appointment Representation Code (AREP). If a match occurs, and the employee is not already enrolled in the associated UDUE, Agency Fee, or Charity GTN, the employee will be automatically enrolled in the corresponding Agency Fee deduction. Conversely, if an Agency Fee or Charity GTN deduction exists for an employee but there is no corresponding active appointment associated with the unit, the employee will be de-enrolled.

**Payroll Compute**

During the Compute process, when a PPPBUF identified Calculation “15” current deduction is calculated, all earnings on the PAR are examined so that a payment “Base” can be developed. When the associated PPPBUF Base (UDUE or Agency Fee/Charity; dependent on which deduction is being calculated) indicates “unit” pay, any earnings not corresponding to the PPPBUF unit will be bypassed. Once the initial earnings selection has been made, the deduction’s GTN Table Base Code in conjunction with the DOS Table Subject Gross
Indicators will determine how the “base amount” is developed. For example, if the GTN Base Code indicated “T” (total gross), then the payment amount would be multiplied times the DOS table Total Gross Indicator prior to being added to the Base Amount. The Calculation 15 Routine will then use this Base Amount in conjunction with the deduction Rate, Cap Amount, and User Balance in order to calculate the current deduction. Note that the User Balance (monthly running total of the deduction taken) actually used will be a total of all PPPBUF Linked Agency Fee or Charity deductions when applicable.

Note that unlike the former Declining Balance construct related to Calculation 15 GTN calculations, in the revised process, only the current deduction will be applied to the User Balance. Thus, One-Time Deductions (and Refunds) will always be treated as adjustments for prior periods and will never affect the current month’s deduction derivation.
Control Table Updates

Data Element Table

1. GTN Con-edit Trigger “202” will be added to the following EDB Data Elements:
   - Employee Relations Code (DE 0160)
   - Title Code (DE 2006)
   - Appointment Representation Code (DE 2031)
   - Appointment Begin Date (DE 2002)
   - Appointment End Date (DE 2003)
   - Appointment WOS Indicator (DE 2028)

GTN Con-edit Trigger “202” will be used to initiate execution of new EDB edit/maintenance module PPEC201 (Agency Fee Edits).

2. The “Agency Fee Flag” will be defined on the EDB (PPPBEN Table) as new Data Element Number 0239. This code will be set on by module PPEC201 in order to signal to the Monthly Maintenance process that due to explicit update activity during the month, Agency Fee deduction re-evaluation should occur.

Processing Group Table

1. Con-edit Process (Program ID 08)

Module PPEG201 will be called to perform Agency Fee consistency edit functions based on the following triggers:
   - Action Trigger 02 (Rehires)
   - GTN Con-edit Trigger 201 (Explicit maintenance activity for UDUE, Agency Fee & Charity GTNs)
   - GTN Con-edit Trigger 202 (Explicit maintenance activity for Employee Relations Code and selected appointment elements)
Initiation of PPEG201 will occur after all re-derivation simulations of collective bargaining related EDB elements.

2. Implied Maintenance (Program ID 12)

Module PPEG201 will be called to perform Agency Fee implied maintenance functions based on the following triggers:

- Action Trigger 02 (Rehires)
- GTN Con-edit Trigger 201 (Explicit maintenance activity for UDUE, Agency Fee & Charity GTNs)
- GTN Con-edit Trigger 202 (Explicit maintenance activity for Employee Relations Code and selected appointment elements)

Initiation of PPEG201 will occur after all re-derivation of collective bargaining related EDB elements.

3. Monthly Maintenance (Program ID 13)

Module PPEM201 will be called unconditionally to perform Agency Fee monthly maintenance functions after all re-derivation of collective bargaining related EDB elements.

Program Changes

PPEG201

New module PPEG201 is called based on GTN Con-edit Trigger 201 (explicit maintenance for union related deductions) or GTN Con-edit Trigger 202 (Employee Relations Code or related appointment updates). PPEC201 will perform both Agency Fee related consistency edits (PGT Program ID "08" call) and implied maintenance functions (PGT Program ID "12" call).

1. On the first call only, PPEG201 selects all PPPBUF records which have a non-blank Agency Fee GTN and loads all values to a "Work BUF" Table. In addition to the PPPBUF values, each entry on the Work BUF contains program work fields including:

   - Corresponding Appointment Code
   - 5 GTN Switches (one for UDUE, one for Agency Fee, and 3 for Charity).
2. If GTN Con-edit Trigger 202 is present and the employee's Agency Fee Flag is blank, it is set to a value of "X" so that the Agency Fee re-evaluations may occur during the next scheduled run of monthly maintenance.

3. Each Work BUF entry is processed and each of the 5 GTN Switches are set based on the employee's deduction "G" Balances (G Balances before and after explicit update are available). Each GTN Switch will indicate one of four possibilities:

   - The deduction is not present
   - The deduction is not present and was just explicitly deleted
   - The deduction is currently resident
   - The deduction is currently resident and was just explicitly added.

4. If the Employee Relations Code is E, H, or blank, all appointments are examined. If the appointment is active (at some time during the process month), is not "without salary" and matches one of the Work BUF entry based on Title Unit Code and Appointment Rep Code, the Corresponding Appointment Code on the Work BUF entry is set equal to the Appointment Number.

5. If the calling PGT Program ID is "08" (consistency edit type call), each Work BUF entry is screened as follows:

   A. If the Agency Fee GTN Switch indicates that the GTN has just been deleted or added, message 08-875 is issued (Agency Fee GTNs may not be explicitly updated)

   B. If any of the 3 Charity GTN Switches indicates that the GTN has just been added:

         a. If the Corresponding Appointment Code has not been set, message 08-876 is issued
         b. If the G Balance value doesn't equal the Agency Fee Value on the Work BUF, message 08-877 is issued

   C. If the UDUE GTN Switch indicates that the GTN has just been added and the Corresponding Appointment Code has not been set, message 08-876 is issued

   D. If a UDUE and Charity GTN is present (or more than one Charity GTN) for the same Work BUF entry, message 08-879 is issued.

6. The following implied maintenance is performed regardless of the PGT Program ID call type. Each unit entry on the Work BUF is handled as follows:

   A. If a non-zero User Balance is found for any GTN (UDUE, Agency Fee, or Charity) in the unit, the amount is saved.
B. Each GTN in the unit is handled for explicit "adds" and "deletes":

- If the GTN has just been deleted, the associated User Balance is set to zero.
- If the GTN has just been added, the associated User Balance is set to the saved unit amount.

C. If the employee is not enrolled in any GTN within the unit and either the Work BUF Corresponding Appointment is non-blank or the saved unit User Balance is non-zero and the Agency Fee Flag is non-blank, the employee is enrolled in the Agency Fee GTN associated with the unit:

- The Agency Fee G Balance is set to the Work BUF Agency Fee Value
- The User Balance is set to the saved unit User Balance amount (normally zero)

D. If the employee is enrolled in multiple GTN deductions for the unit, de-enrollment (G Balance and User Balance will be set to zero) will occur beginning with Agency Fee, followed by UDUES, followed by Charity GTNs until only one unit GTN remains.

PPEM003

Module PPEM003 is executed during EDB Monthly Maintenance in order to purge expired Appointments and Distributions. The PPEM003 call point is prior to execution of modules which perform collective bargaining attribute re-derivations.

PPEM003 has been modified so that just prior to the purge evaluation, each appointment is examined. If the Appointment End Date is within the bounds of the last month or the Appointment Begin Date is within the bounds of the current month, the Agency Fee MM Flag contained on the employee's record is set to "X" (unless it already contains an "X").

Thus, the Agency Fee MM Flag may be set to an "X" under either of the two following conditions:

1. The employee had explicit maintenance sometime during the prior month for any one of the following elements:
   
   - Employee Relations Code
   - Title Code
   - Appointment Representation Code
   - Appointment Begin or End Date
PPEM201

New module PPEM201 is called unconditionally during Monthly Maintenance after all appointment purges have been performed and after all collective bargaining attributes have been derived. PPEM201 performs two main functions.

First, all User Balances associated with Calculation "15" GTN entries are set to zero to start the beginning of the month for cap (maximum) processing. This process necessitates a first time load of Calculation 15 GTN entries. During this load, the AFT GTN (program constant "163") is bypassed. After the loaded Calculation 15 User Balances have been set to zero, the AFT G Balance and User Balance are examined. If the AFT G Balance is greater than zero, the AFT User balance is set to zero. Otherwise, the AFT User Balance will remain intact (refer to Release 734 for AFT automatic re-enrollment considerations). Note that as a residual cleanup, any Declining Balance associated with a Calculation 15 GTN will also be set to zero.

Secondly, if the Agency Fee MM Flag is "X", complete Agency Fee re-evaluation will occur after which, the Agency Fee MM Flag will be initialized to blank. Re-evaluation will be based on the PPPBUF and will act to delete (de-enroll) all Agency Fee and Charity GTNs for which there is no active/eligible appointment. Additionally, whenever an active eligible appointment exists for which there is no UDUE, Agency Fee, or Charity deduction resident, the employee will be enrolled in the unit associated Agency Fee GTN.

PPP400

Program PPP400, the Payroll Gross-to-Net process, will be modified for Agency Fee processing as follows:

1. At job begin, the following tables are loaded:
A. DOS table (loaded by PPDOSUTL)
B. PPPBUF table.
C. Calc15 table (a worktable comprised of only Calculation 15 GTN entries).

2. All program decisions linking Calculation 15 GTN entries to a Declining Balance function will be removed.

3. When the current (i.e., normal) deduction for a Calculation 15 GTN is to be derived and the deduction is the first Calculation 15 entry for which the employee is enrolled, the **Calc15 Base Amount**, **Rate**, and **Cap** for all Calculation 15 GTNs are developed and saved:

   A. The **Calc15 Base Amount** (may be dollars or hours) is developed from PAR earnings for each Calc15 GTN resident for the employee. Refer to Base Amount Derivation, below.

   B. The **Calc15 Rate** and **Calc15 Cap** are determined as follows for each Calculation 15 entry resident for the employee:

      1) If the GTN Usage Code is “B”, “R”, or “T”:
         a). The rate set associated with the GTN Number is retrieved from the Benefits Rate Table (BRT) and the **Calc15 Rate** is set to the value of the BRT Rate.

         b). The **Calc15 Cap** is set to the value of the appropriate BRT Cap. Note, if a tiered cap structure is present on the BRT, the **Calc15 Base Amount** plus the total **Calc15 Base Amount** from any PPPBUF Linked unit GTNs is used to determine whether the Primary or Secondary BRT Cap is used.

      2) If the GTN Usage Code is “1”, “2”, or “3”, the System Parameter identified by the G Balance is used to set the value of the **Calc15 Rate**. Additionally, the next sequential System Parameter is used to set the value of the **Calc15 Cap**.

      3) If the GTN Usage Code is “F”, “P”, or “H”, the **Calc15 Rate** is set equal to the G Balance value and the **Calc15 Cap** is set to all nines.

      4) If the GTN is identified in CPWSXIC2 as a CNA (“NX” unit) UDUE, Agency Fee, or Charity deduction, the **Calc15 Rate** is adjusted as follows:

         a) The CNA Work Percent is calculated as the sum of the **Calc15 Base Amount** plus the total **Calc15 Base Amount** from any PPPBUF Linked unit GTNs divided by the normal work hours in the Pay Cycle.

         b) If the developed Work Percent is less than the BRT Threshold Percent, the **Calc15 Rate** is adjusted by being multiplied times the BRT Deduction Percent.
c) The **Calc15 Cap** is reset to the value of the **Calc15 Rate**.

4. Only after the **Calc15 Base Amount**, **Rate**, and **Cap** for all Calculation 15 GTNs have been developed and saved, can the first and subsequent Calculation 15 GTN deductions be processed. Each current deduction (processed in GTN Priority order) is processed as follows. Note that as each Calc15 deduction is developed and taken, the associated User Balance is incremented by the deduction amount. Therefore, User Balances of Linked GTNs will include updates of any Calc15 deductions handled previously. This allows the linked deductions to be taken up to the point that the overall maximum for the linked units is achieved.

   A. The saved **Calc15 Base Amount**, **Rate**, and **Cap** (associated with the deduction being handled) are moved to corresponding KNET linkage areas. Also, the GTN User Balance amount is moved to a corresponding KNET linkage area.

   B. If the PPPBUF indicates that the GTN is linked to other units, the sum total of all Linked GTN User Balances is developed and added to the KNET User Balance. Additionally, if any of the linked **Calc15 Caps** is larger than the KNET **Calc15 Cap** amount, the KNET **Calc15 Cap** is replaced with the larger value.

   C. Module PPNETCLC (for special calculations) is called to calculate the current deduction using the KNET fields:

   1) **Calc15 Base Amount**
   2) **Calc15 Rate**
   3) **Calc15 Cap**
   4) **Calc15 Total User Balance**

**Base Amount Derivation**

For each Calculation 15 GTN, PPP400 will establish a **Calc15 Base Amount** as follows:

1. The PPPBUF table contains a UDUE Base Indicator and an Agency Fee Base Indicator. Each of these codes will contain one of the following values:

   - “AA” – All Units; All Earnings Dates
   - “AC” – All Units; Current month earnings only
   - “UA” – Unit earnings Only, All Earnings Dates
   - “UC” – Unit earnings Only, Current month earnings only
   - blank – Will default as though “AA” were indicated.
2. If the GTN being handled is a UDUE, the UDUE Base Indicator is used. Otherwise (Agency Fee or Charity), the Agency Fee Base Indicator is used. When there is no PPPBUF table match or when the PPPBUF Base Indicator to be used is blank or when the Employee Representation Code is not “C”, value “AA” will be used as the PPPBUF Base Indicator.

3. The **Calc15 Base Amount** is initialized to zero and then all PAR earnings entries are examined as follows:

   A. If the PPPBUF Base Indicator specifies “unit earnings only” and the earnings unit indicators do not correspond to the BUC, REP, SHC, and DUC identified on the PPPBUF, the PAR earnings entry will be bypassed.

   B. If the PPPBUF Base Indicator specifies “current earnings only” and the Earnings Date is not in the current process month (based on Pay Cycle End Date), the PAR earnings entry will be bypassed.

4. If the Earnings entry is not bypassed as per above, the Earnings DOS is matched to the DOS Table.

5. If the GTN table Base Code is “T”, the Earnings Gross is multiplied times the DOS table Total Gross Indicator (1, 0, or –1) before being added to the **Calc15 Base Amount**.

6. If the GTN table Base Code is “W”, the Earnings Gross is multiplied times the DOS table Primary FWT Indicator before being added to the **Calc15 Base Amount**. Note that when the Primary FWT Indicator is zero, the Secondary is used.

7. If the GTN table Base Code is “S”, the Earnings Gross is multiplied times the DOS table Primary SWT Indicator before being added to the **Calc15 Base Amount**. Note that when the Primary SWT Indicator is zero, the Secondary is used.

8. If the GTN table Base Code is “F”, the Earnings Gross is multiplied times the DOS table FICA Gross Indicator before being added to the **Calc15 Base Amount**.

9. If the GTN table Base Code is “R” or “X”, the Earnings Gross is multiplied times the DOS table UCRS Gross Indicator before being added to the **Calc15 Base Amount**. Note that when the employee’s Retirement Plan Code is other than “U”, “B”, or “1”, the PERS Gross Indicator will be used.
10. If the GTN table Base Code is “Z”, the Earnings Gross is added to the **Calc15 Base Amount** as long as the DOS table Hours Code is R (regular) and the Pay Category is N (normal).

11. If the GTN table Base Code is “H” (hours), the Earnings Hours are added to the **Calc15 Base Amount** as long as the DOS table Hours Code is R (regular) or O (Overtime – non-premium).

12. If the GTN table Base Code is “G” (regular hours) or blank, the Earnings Hours is added to the **Calc15 Base Amount** as long as the DOS table Hours Code is R (regular).

**PPNETCLC**

Module PPNETCLC is called by PPP400 to calculate the current deduction for GTN entries specifying a non-blank GTN Calculation Routine. For Calculation “15”, the following KNET fields will be used:

1. **Calc15 Base Amount**

   These are the total gross dollars or hours associated with the Calculation 15 GTN as derived from the PAR earnings based on a combination of the PPPBUF table Base Indicator and the GTN table Base Code.

2. **Calc15 Rate**

   This amount may be a specific dollar amount or a percentage rate to be applied to the above Calc15 Base Amount.

3. **Calc15 Cap**

   This amount represents the monthly maximum total deduction for the GTN being processed (as well as any PPPBUF linked GTNs) and reflects the largest maximum of all linked GTNs.

4. **Calc15 Total User Balance**

   This amount represents the total deduction paid so far during the process month for all deductions linked to the deduction being processed and including the deduction being processed.

PPNETCLC will now calculate the current deduction for Calculation 15 deductions as follows:
1. If the deduction is a “fixed” amount (i.e., the GTN table Usage Code is “B”, “1” or “F”):

   A. If the **Calc15 Base Amount** is greater than zero, the **Deduction-to-Take** is set to the value of the **Calc15 Rate**.

   B. If the **Calc15 Base Amount** is not greater than zero (e.g., no reported hours), the **Deduction-to-Take** is set to zero.

   Note that for “fixed” amount deductions, halving rules based on GTN table Deduction Schedule are in effect.

2. If the deduction is or a “rate” times gross payment base (GTN table Usage Code is “R”, “2” or “P”) or a “rate” times hours base (GTN table Usage Code is “T”, “H” or “3”), the **Deduction-to-Take** is calculated to equal the **Calc15 Rate** times the **Calc15 Base Amount**.

**PPNETDED**

Module PPNETDED is called by PPP400 after the **Deduction-to-Take** has been calculated by PPNETCLC. After the **Deduction-to-Take** has been adjusted, if applicable, by standard deduction halving routines, the following new routine will be invoked when the deduction is GTN Calculation 15. This routine adjusts, if necessary, the **Deduction-to-Take** based on the monthly maximum.

1. The **Remaining Deduction** is calculated to equal the **Calc15 Cap** minus the **Calc15 Total User Balance** (i.e., the maximum minus what has already been paid).

2. If the **Deduction-to-Take** exceeds the **Remaining Deduction**, the **Deduction-to-Take** is reset to the value of the **Remaining Deduction**. Note that negative deductions (i.e., refunds) are not issued for payments over the cap. Therefore, if the adjusted **Deduction-to-Take** is negative, it is reset to zero. That is, because the **Calc15 Cap** is re-derived each time the employee is paid during the month, a multi-tiered cap structure (based on earnings) may cause the **Remaining Deduction** to fall below zero.

**PPNETDTK**
Module PPNETDTK is called by PPP400 after the **Deduction-to-Take** has been processed by PPNETDED. Module PPNETDTK will adjust the **Deduction-to-Take** based on available remaining net pay and then, will post the **Deduction-to-Take** to various EDB balances. A new routine will be invoked when the GTN is a Calculation 15 deduction. This routine will add the **Deduction-to-Take** to the GTN’s User Balance.

Note that in the above routine, One-time Deductions are excluded from being posted to the User Balance. That is, only current deductions are applied to the User Balance. All user entered Refunds, One-time Deductions, and C-O-H activity are treated as prior month adjustments and do not affect the Calc15 User Balance.

### PPP762

Program PPP762 will be a new program that is to be run on an ad hoc basis whenever a unit has elected to start collecting an Agency Fee deduction during mid-month. That is, when a new Agency Fee GTN has been added to the PPPBUF table and a mid-month startup collection is desired, PPP762 will enroll all eligible employees.

Note that when an Agency Fee collection is to be implemented on a monthly boundary, all eligible employees will be enrolled automatically during EDB monthly maintenance, therefore it is unnecessary to run PPP762.

PPP762 will select the newly added PPPBUF entry based on Specification Input (refer to new form UPAY896). It will then enroll all unit eligible employees into the Agency Fee GTN when prior UDUE enrollment is not indicated. An EDB Change File will be produced.