March 6, 2002

CHESTER FERGUSON
MABEL LAI
BOB MERRYMAN

Re: Release: 1397
Service Request: 14860
Error Reports: None
Programs: PPEC715, PPEC716, PPEM117, PPFAU122, PPP520
Copymembers: CPLNF018, CPLNF122, CPWSDOSC
Include Members: None
DDL Members: TBFBA00C, TBFBA02A, TBFBA03A
Bind Members: None
CICS Maps: None
Forms: None
Table Updates: System Message Table, Fund Group Table
Urgency: Not Urgent

Service Request 14860

In reconciling the Consolidated Billing reports, Payroll and Benefits Managers have found that the determination of the Full Accounting Unit (FAU) for premiums paid on behalf of employees not receiving pay is a heavy workload. Consequently, Service Request 14860 asks for assistance with associating a FAU to the employer's contribution when the consolidated monthly PAR does not reflect a FAU for an employee. The release modifications will make available additional FAU sources, such as the prior month Transfer of Expense (TOE) file, when attempting to assign a benefit charge to an employee with no eligible pay sources. The release changes are of two functional areas.

First, the University Contribution Indicator (UCI) data will be uncoupled from of the Furlough Benefits Account (FBA) data. This will allow locations to populate FBA rows without regard to UCI leave of absence functions. Thus, FBA rows can act as the default benefit FAU, when needed, for any employee regardless of employee status.

Second, the following hierarchy of benefit FAU sources will be used when no eligible payment FAU can be established for the employee.

1. When FBA records are present for the employee, they will be retrieved and the uncharged benefit amount will be prorated to the FBA entries.

2. When no FBA records are present but a marginally eligible payment FAU has been encountered for the employee, the FAU will be charged the remaining benefit amount.

3. When neither FBA records, nor a marginally eligible payment FAU, nor eligible TOE records are present, the process will retrieve the prior month’s expense charges from the TOE Table and the uncharged benefit amount will be prorated among these TOE records.

4. When neither FBA records, nor a marginally eligible payment FAU, nor eligible TOE records are present, the process will charge the remaining benefit amount to the Miscellaneous Benefits Account.
For additional information and considerations, refer to Service Request 14860 (contained with other release documents on the Payroll Maintenance website).

**Programs**

**PPEC715**

Module PPEC715 edits UCI data (UCI Code, UCI Begin Date, UCI End Date) for consistency during EDB File Maintenance. Among various edits, when all UCI data had been explicitly deleted, the former logic would delete all resident FBA rows for the employee. The release modifications have removed this deletion logic. Therefore, the removal of UCI data will no longer have an impact on the employee’s FBA data.

**PPEC716**

Module PPEC716 edits FBA data for consistency during EDB File Maintenance. When an FBA entry (FAU and Percent) is added or changed, the former logic would verify that valid UCI information was present for the employee. The release modifications have removed this verification. Consequently, FBA rows may be added or changed without regard to the employees leave status.

**PPEM117**

Module PPEM117 is performed during EDB Monthly Periodic Maintenance in order to perform purge functions for the UCI and FBA data when the employees UCI leave status has expired. Prior to the release modifications, when the month being started is three months beyond the UCI End Date, both the UCI data and the FBA data would be deleted. The release modifications have removed the purge of FBA data based on the expiration of the UCI leave data. Instead, FBA data will be automatically purged only after the employee has separated three months or more.

**PPFAU122**

Module PPFAU122 is a “below the line” FAU verification module. Its purpose is to determine whether or not a supplied FAU is applicable to Contract & Grant funding. The calling program will pass PPFAU122 a 30 character FAU and PPFAU122 will in turn, pass back a “yes/no” code indicating whether Contract & Grant funding is applicable (refer to PPP520, below).

In the base UCOP version, PPFAU122 simply calls PPFAU018 supplying the FAU and new Grouping Definition “CNTGRANT”. PPFAU018 (standard Fund Group Table lookup) will in turn, examine the Fund Group Table to determine whether the Fund is within one of “CNTGRANT” defined ranges.

It is expected that each campus will modify PPFAU122 to fit their local Account/Fund Profile considerations.

**PPP520**

Currently, UCI data is used during the Gross-to-Net Process (PPP400) to determine whether to issue PAR based (e.g., Medical) University contributions during periods where an employee is on an approved furlough type of leave. Additionally, the Expense Distribution Process (PPP520) uses UCI data to determine whether to generate Core Life, Life Insurance, and Non-Industrial Disability benefit charges during these types of leave. Both (PPP400 and PPP520) of these UCI functions will remain in effect and are not impacted by this release.

After all payment distributions have been processed and applicable benefits charged, the PPP520 process examines “declining” benefit balances for the employee. When all payments are ineligible for benefit charge or no payments have been received, an assigned benefit amount may remain uncharged. The process must default this benefit charge some funding source. Currently, PPP520 examines the UCI data and if present and active, FBA rows are retrieved and the benefits assigned based on the FBA Percent. When UCI data is not present, the benefit is charged to the Miscellaneous Benefit Account (copy member CPWSXIC5).
This release contains modifications such that when a benefit remains uncharged, the UCI data will not be examined prior to FBA retrieval. Instead, the following hierarchy of benefit FAU sources will be used to charge the remaining benefit:

1. When FBA records are present for the employee, they will be retrieved and the uncharged benefit amount will be prorated to the FBA FAUs according to the FBA Percent (the last FBA row retrieved will be charged any left over pro-ration benefit fraction). The left over amount charged is displayed with message 52-064.

2. When no FBA records are present but a “marginally” eligible payment FAU has been encountered for the employee, the last such FAU encountered will be charged the remaining benefit amount. A “marginally” eligible FAU varies with the type of benefit to be charged. For example, the Health benefit (normally charged only to current month earnings) will be charged to a non-current month earnings as long as the DOS Priority is non-zero and the DOS Total Gross Indicator is non-zero. The left over amount charged is displayed with message 52-062.

3. When neither FBA records nor a marginally eligible payment FAU is present, the process will retrieve the prior month’s expense charges from the TOE Table and the uncharged benefit amount will be prorated among these FAUs. Any prior month FAU entry will be excluded if it meets one or more of the following conditions:
   
i. The entry’s Gross Earnings amount is negative.
   ii. The entry’s FAU is applicable to Contract and Grant funding sources (determination made via PPFAU122).
   iii. The DOS value is IAP, VAC, TRM, VLA, VLT, SKL, or SLA.

When one or more positive Gross TOE entries are present, then remaining benefit amounts will be prorated to these FAUs based on original Gross Earnings. When only zero Gross TOE entries are present, then all benefits will be distributed to these on an equal pro-ration based on the number of entries (i.e., if two entries are present, each will be charged 50% of the benefit). The left over amount charged is displayed with message 52-065.

4. When neither FBA records, nor a marginally eligible payment FAU, nor eligible TOE records are present, the process will charge the remaining benefit amount to the Miscellaneous Benefits Account currently defined in CPWSXIC5. The left over amount charged is displayed with message 52-063.

Copymembers

CPLNF018

This copymember defines the linkage area between PPFAU018 (standard Fund Group Table search) and its calling program. The Grouping Definition constant “CNTGRANT” has been added an 88 level.

CPLNF122

This copymember (new) defines the linkage area between PPFAU122 (determines Contract & Grant funding for remaining benefit charge bypass) and it’s calling program (PPP520). The input definition is an FAU and the return definition is a yes/no indicator and error/text code.

CPWSDOSC

This copymember is intended to provide a standard DOS reference constant. The values “VAC”, “TRM”, “VLA”, “VLT”, “SKL”, and “SLA” have been added as 88 Levels.
DDL Members

TBFBA00C

This DDL member is the “create” definition for the PPPFBA Table. The Foreign Key will now reference the PPPPER Table “on delete restrict” (rather than the PPPEBT Table “on delete cascade”).

TBFBA02A

This DDL member “alters” the definition for the PPPFBA Table by dropping the Foreign Key.

TBFBA03A

This DDL member “alters” the definition for the PPPFBA Table. The Foreign Key will now reference the PPPPER Table “on delete restrict”.

Table Updates

System Message Table

The update transactions in file CARDLIB (MSGPROD) and the completed facsimile form UPAY554 are provided for new and changed messages associated with the release.

Fund Group Table

Update of the Fund Group Table (as per Grouping Definition “CNTGRANT”) may or may be applicable to your campus. Refer to Installation Instructions, PPFAU122.

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

Installation Instructions are provided as a separate document.

Timing of Installation

The installation of this release is non-urgent. However, it should be installed as quickly as possible so that departmental benefit charges may be assigned on a timely basis for employees without current pay.

Please address questions or comments via electronic mail to Jim.Tuohig@ucop.edu or call (510) 987-0741.

Jim Tuohig

cc: Jim Dolgonas
Jerry Wilcox