Test Plan
RELEASE 1422

Dues Reporting Changes

July 23, 2002
Information Systems & Computing
Office of the President
University of California
Table of Contents

TESTING OVERVIEW .................................................................................................................................................. 1
CONTROL TABLE (CTL) INITIAL LOAD (LOADCTL) ................................................................................................. 2
EMPLOYEE DATA BASE (EDB) INITIAL LOAD (LOADEDB) .......................................................................................... 3
DB2 CONTROL TABLE UPDATES (CTLUPDT) ............................................................................................................ 4
PAYROLL AUDIT RECORD (PAR) INITIAL LOAD (LOADPAR) ...................................................................................... 5
UNION “DUES” REPORTING (PPP495) ...................................................................................................................... 6
Testing Overview

This test plan addresses the test runs and cases constructed to verify the correct installation of Release 1422. The test is made up of the following components:

1. Control Table Data Base (CTL) Initial Load (LOADCTL)
2. Employee Data Base (EDB) Load (LOADEDB)
3. DB2 Control Table Update (CTLUPDT)
4. PAR Data Base (PAR) Load (LOADPAR)
5. Union “Dues” Reporting (PPP495)
Control Table (CTL) Initial Load (LOADCTL)

Description

This job loads the DB2 CTL database.

Verification

Ensure that the DB2 CTL has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the data base.
Employee Data Base (EDB) Initial Load (LOADEDB)

Description

This job loads the EDB database.

Verification

In order to assure successful completion of this job, verify that the EDB has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the database.
DB2 Control Table Updates (CTLUPDT)

Description

This job updates both the Bargaining Unit BUF table and the System Messages Table. The message table updates are routine; the BUF table updates exercise test program modifications made for this release, including the addition of two new columns to the table.

The updates may be applied at one time, by passing both CARDLIB members UPTEMSG and UPTEBUF into program PPP854 and applying the updates to the loaded CTL Data Base. If desired, the “noerrors” option may be used to prevent having to reload the CTL Data Base if rerunning of this step is necessary.

Verification

• System Messages Table

Verify on the PPP0400 report that all four message table update transactions were accepted.

Verify on the PPP0808 report that

  o Messages 01–711 and 01–712 have both been added with a severity level of “Transaction Reject”

  o Messages 49–120 and 49–140 have both had their severity reduced to “Warning”

• Bargaining Unit Table

Verify on the PPP0400 that all of the Bargaining Unit BUF Update transactions were accepted.

Verify on the PPP0417 report, that for each represented bargaining unit with an Agency Fee Relationship, the “Agency Fee Relationship” section is printed for covered employees, and that the new columns “Item Charge” and “SSN Mask” are printed at the right side of that section.

Also verify that for all Systemwide Bargaining Units, the value printed in the “Item Charge” column is “BOTH”, and that for each of those same units, with the exception of the ‘NX’ unit, the value printed in the “SSN Mask” column is “9”. For the NX unit (represented by CNA), the “SSN Mask” field should reflect the value “4”.

Payroll Audit Record (PAR) Initial Load (LOADPAR)

Description

This job loads the DB2 PAR database.

Verification

Ensure that the DB2 PAR has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the database.
Union “Dues” Reporting (PPP495)

Description

This job reports on deductions for all Union-related activity, including Dues, Agency Fees, Charities, and Miscellaneous deductions. The job executes PPP495 (modified for this release), producing PPP4951 report and “DUES495” file, both of which will be referenced for verification.

Data for this reporting process comes from three databases: CTL, EDB, and PAR, as well as from the month-end consolidated sequential PAR file. The three databases were loaded in earlier job steps in this test plan, and the corresponding sequential PAR file is provided with the release.

If a campus wishes to test the modified PPP495 using local test data rather than or in addition to the provided test data, the sequential PAR file must minimally contain the following test conditions:

1. One or more employees enrolled in CNA dues and having deduction activity
2. One or more employees enrolled in either CNA Agency Fee or a CNA Charity and having deduction activity
3. One or more employees enrolled in the AFSCME PAC deductions and having deduction activity
4. Several employees enrolled in the UPTE COPE deduction and having deduction activity. To highlight the difference between UPTE COPE and AFSCME PAC, these employees should be from a variety of bargaining units and be a mixture of covered and uncovered employees.

Verification

1. Verify results on the dues reports by examining the following report sections and/or specific employees:

A. Examine the reports for the following Union/Unit combinations:

- CUE/CX
- UPTE/HX
- AFT/IX
- AFT/LX
- UPTE/RX
- UPTE/TX

verifying:

- All dues paying employees have the SSN shown on the report
- Agency Fee/Charity employees do not show their SSN
- Earnings are shown for all reported employees with current activity
- All GTN entries in the “totals” section show a $0.07 per-item charge rate

B. Similar results should appear for
• AFSCME/EX
• AFSCME/SX

excpect that the two GTNs for PAC deductions (480 for EX, 481 for SX) should reflect a $0.00 per-item charge rate in the “totals” section as specified in the entry for these GTNs in copymember CPWSXIC2

C. For the CNA/NX unit, results similar to (1) should be seen except for employees paying Agency Fee or Charity. Those employees should show a masked Social Security Number, where the first four digits of the SSN are masked with ‘X’s, per the setting in the BUF table. See employee ID’s

- 555555555
- 666666666

for examples.

D. Finally, examine the report for the UPTE/ZU unit. This is the dummy unit used to report the UPTE COPE deductions. In the test, eleven employees were enrolled in UPTE COPE and all should appear on this report. Note in particular:

• No Social Security Numbers are shown for this unit
• No Earnings are shown for this unit
• The $0.07 per-item charge is assessed for these deductions.

2. Verify that on the file, identical results are shown. All of the items visible on the report are included in the file except for the “totals” section, so the per-item charge does not appear in the file.