SR 14900

FUPOA Dues

Objective:

UCOP Labor Relations has requested that the Federated University Police Officers Association (FUPOA) be established for dues, agency fees, and charity payroll deductions on a system wide basis as the exclusive representative of the “PA” bargaining unit.

Project Type:

This project represents a modification to the PPS. It responds to FUPOA’s request to establish agency fee and charitable deductions for employees at each campus who are currently dues paying members of the bargaining unit and would establish uniform Gross-to-Net (GTN) numbers for all such deductions.

Requested by:

Payroll Coordination

Analyst:

Michael O’Neill

Due Date(s): Urgent – these updates must be made available so that campuses can process FUPOA deductions, using the new GTNs, into the first October earnings compute.
Statement of Business Need:

The business need for this project is based on negotiations between UCOP Labor Relations and FUPOA as the exclusive representative of the PA bargaining unit.

Background:

While FUPOA has been the exclusive representative for the PA bargaining unit, it had not been designated as such on the Bargaining Unit Table for the purpose of payroll deductions for dues, agency fee, and charities identified by the unit.

Current Process:

Police Officers in the PA unit are now paying dues in conjunction with various police-affiliated organizations, irrespective of their relationship with FUPOA. This arrangement has been maintained in order to allow the Police Officers to avail themselves of the payroll deduction mechanism and to support access to special dues-based benefit programs. The following GTN numbers have been used by campuses to take PA dues deductions:

GTN 084 (UCR, UCSB)
GTN 090 (UCD, UCI, UCSF)
GTN 091 (UCB)
GTN 166 (UCLA)

Proposed Process:

In order to respond to FUPOA's request, GTNs specific to FUPOA as the exclusive bargaining representative of the PA unit are being requested (see Exhibit A). It is also requested that FUPOA be assigned a GTN for use in connection with “uncovered” employees who wish to pay FUPOA dues. The new GTNs include the following:

GTN 484 FUPOA PA Due
GTN 465 PA Agency Fee
GTN 521 PA CPOM FND
GTN 522 PA Children
GTN 523 PA Leukemia
GTN 372 FUPOA Due Un

As part of this process, the expectation is that employees in the PA unit currently set up for dues will have their deductions established manually under GTN 484. Employees with “uncovered” status will be manually set up under GTN 372. This approach was adopted in lieu of a one-time program due to the relatively small number of employees in the PA unit.

The campus GTNs identified above, (i.e., GTNs 084, 090, 091, and 166) are to be set to inactive status.
In addition to the GTN table entries specified in Exhibit A, campuses should be provided with Control Table updates as shown in Exhibits B, C, D, and E.

The new GTNs should be included in all applicable union reporting and file processes.
### PAYROLL/PERSOONEL GROSS-TO-NET TABLE

**UPAY545 (RS5003) R1487**

<table>
<thead>
<tr>
<th>TABLE NO.</th>
<th>DESCRIPTION</th>
<th>RELATED ELEMENT</th>
<th>SCHEDULES</th>
<th>BALANCES</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 02</td>
<td>FJUSA PA DJE DU ABAY</td>
<td>F6</td>
<td>15 C</td>
<td>201</td>
</tr>
<tr>
<td>A 02</td>
<td>464 2 115127</td>
<td>46</td>
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<tr>
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<td>465 1 PA AGENCY FEE DM ABAY</td>
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<td>15 C</td>
<td>201</td>
</tr>
<tr>
<td>A 02</td>
<td>465 2 115043</td>
<td>46</td>
<td>42</td>
<td>3</td>
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</tbody>
</table>

#### BALANCE CODES
- D - Process the deduction using a declining balance
- E - Maintain an employment-related balance for the element
- F - Maintain a fixed-year balance for the element
- G - Maintain a fixed-year balance for the element
- H - Maintain a zero balance for the element

#### BASE CODES
- A - AGO O/Hs
- B - AGO O/Hs
- C - AGO O/Hs
- D - O/Hs
- E - O/Hs
- F - AGO O/Hs
- G - O/Hs
- H - O/Hs
- I - O/Hs
- J - O/Hs
- K - O/Hs
- L - O/Hs
- M - O/Hs
- N - O/Hs
- O - O/Hs
- P - O/Hs
- Q - O/Hs
- R - O/Hs
- S - O/Hs
- T - O/Hs
- U - O/Hs
- V - O/Hs
- W - O/Hs
- X - O/Hs
- Y - O/Hs
- Z - O/Hs

#### BENEFIT CODES
- D - Dental Contribution
- E - Dental Contribution
- F - Dental Contribution
- G - Dental Contribution
- H - Dental Contribution
- I - Dental Contribution
- J - Dental Contribution
- K - Dental Contribution
- L - Dental Contribution
- M - Dental Contribution
- N - Dental Contribution
- O - Dental Contribution
- P - Dental Contribution
- Q - Dental Contribution
- R - Dental Contribution
- S - Dental Contribution
- T - Dental Contribution
- U - Dental Contribution
- V - Dental Contribution
- W - Dental Contribution
- X - Dental Contribution
- Y - Dental Contribution
- Z - Dental Contribution

#### BENEFIT TYPES
- A - Benefit Type
- B - Benefit Type
- C - Benefit Type
- D - Benefit Type
- E - Benefit Type
- F - Benefit Type
- G - Benefit Type
- H - Benefit Type
- I - Benefit Type
- J - Benefit Type
- K - Benefit Type
- L - Benefit Type
- M - Benefit Type
- N - Benefit Type
- O - Benefit Type
- P - Benefit Type
- Q - Benefit Type
- R - Benefit Type
- S - Benefit Type
- T - Benefit Type
- U - Benefit Type
- V - Benefit Type
- W - Benefit Type
- X - Benefit Type
- Y - Benefit Type
- Z - Benefit Type

#### C.B. BEHAVIOR CODES
- 1 - Behavior Code
- 2 - Behavior Code
- 3 - Behavior Code
- 4 - Behavior Code
- 5 - Behavior Code
- 6 - Behavior Code
- 7 - Behavior Code
- 8 - Behavior Code
- 9 - Behavior Code

#### C.B. ELIGIBILITY CODES
- 1 - Eligibility Code
- 2 - Eligibility Code
- 3 - Eligibility Code
- 4 - Eligibility Code
- 5 - Eligibility Code
- 6 - Eligibility Code
- 7 - Eligibility Code
- 8 - Eligibility Code
- 9 - Eligibility Code

#### EFFECTIVE DATE CODES
- A - Effective Date
- B - Effective Date
- C - Effective Date
- D - Effective Date
- E - Effective Date
- F - Effective Date
- G - Effective Date
- H - Effective Date
- I - Effective Date

#### GROUP CODES
- 1 - Group Code
- 2 - Group Code
- 3 - Group Code
- 4 - Group Code
- 5 - Group Code
- 6 - Group Code
- 7 - Group Code
- 8 - Group Code
- 9 - Group Code

#### TYPE CODES
- 1 - Type Code
- 2 - Type Code
- 3 - Type Code
- 4 - Type Code
- 5 - Type Code
- 6 - Type Code
- 7 - Type Code
- 8 - Type Code
- 9 - Type Code

#### USAGE CODES
- 1 - Usage Code
- 2 - Usage Code
- 3 - Usage Code
- 4 - Usage Code
- 5 - Usage Code
- 6 - Usage Code
- 7 - Usage Code
- 8 - Usage Code
- 9 - Usage Code
PAYROLL/PERSONNEL
GROSS-TO-NET TABLE
UPAY545 (R05/03) K1487

| A  | B   | C    | D       | E       | F       | G       | H       | I       | J       | K       | L       | M       | N       | O       | P       | Q       | R       | S       | T       | U       | V       | W       | X       | Y       | Z       |
|----|-----|------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| 02 | 521 | PA CPM FND | OM ABAY | FB | 15 C | 5V00,000.00 | 201 |
| 02 | 521 | 115106 | RECONCILE FAU | PREPARE FAU | I | 1 | 3 | CY |
| 02 | 522 | PA CHILDREN | OM ABAY | FB | 15 C | 5V00,000.00 | 201 |
| 02 | 522 | 115106 | RECONCILE FAU | PREPARE FAU | I | 1 | 3 | CY |

**BASE CODES**
- A: FICA Gross
- B: Retirement Gross
- C: Federal Tax
- D: State Tax
- E: Local Tax
- F: Federal Unemployment
- G: State Unemployment
- H: Local Unemployment
- I: Federal Insurance
- J: State Insurance
- K: Local Insurance

**BENEFIT CODES**
- A: Disability
- B: Medical
- C: Life
- D: Dent
- E: Dental
- F: Less than $500
- G: $500 - $1000
- H: $1000 - $1500
- I: $1500 - $2000
- J: $2000 - $2500
- K: $2500 - $3000
- L: $3000 - $3500
- M: $3500 - $4000
- N: $4000 - $4500
- O: $4500 - $5000
- P: $5000 - $5500
- Q: $5500 - $6000
- R: $6000 - $6500
- S: $6500 - $7000
- T: $7000 - $7500
- U: $7500 - $8000
- V: $8000 - $8500
- W: $8500 - $9000
- X: $9000 - $9500
- Y: $9500 - $10000
- Z: $10000 - $10500

**C.B. BEHAVIOR CODES**
- 1: Ineligible, no need, or not enrolled currently
- 2: Ineligible, no need, or not enrolled currently
- 3: Ineligible, no need, or not enrolled currently
- 4: Ineligible, no need, or not enrolled currently
- 5: Ineligible, no need, or not enrolled currently
- 6: Ineligible, no need, or not enrolled currently
- 7: Ineligible, no need, or not enrolled currently
- 8: Ineligible, no need, or not enrolled currently

**C.B. ELIGIBILITY**
- A: Ineligible, no need
- B: Ineligible, no need
- C: Ineligible, no need
- D: Ineligible, no need
- E: Ineligible, no need
- F: Ineligible, no need
- G: Ineligible, no need
- H: Ineligible, no need
- I: Ineligible, no need
- J: Ineligible, no need

**EFFECTIVE DATE**
- A: Ineligible, no need
- B: Ineligible, no need
- C: Ineligible, no need
- D: Ineligible, no need
- E: Ineligible, no need
- F: Ineligible, no need
- G: Ineligible, no need
- H: Ineligible, no need
- I: Ineligible, no need
- J: Ineligible, no need

**GROUP CODES**
- A: Single
- B: Married
- C: Domestic Partner
- D: Child
- E: Spouse

**TYPE CODES**
- A: Wages
- B: Benefits
- C: Taxes
- D: Contributions
- E: Deductions

**USAGE CODES**
- A: Wages
- B: Benefits
- C: Taxes
- D: Contributions
- E: Deductions

**DEPARTMENTAL PAY INQUIRY INDICATOR**
- A: Display OTH Description
- B: Display "No Data" for OTH Description

**RETAIN ACCOUNTING: UNTIL ACTION TAKEN**
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<td>0.00</td>
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</table>

**BALANCE CODES**
- D: Prepaid the December using a declining balance  
- E: Valued as employment-books balance for the element  
- F: Maintains a declining-books balance for the element  
- G: Print a year-end books balance on the check stub  
- H: Maintains a declining-books balance for the element  
- I: Maintained the balance in accordance with the instruction net and escrow  
- J: Maintained the balance in accordance with the instruction net and escrow  

**BASE CODES**
- A: RTA 4 S Inc.  
- B: RTA 6 S Inc.  
- C: RTA 2 S Inc.  
- D: RTA 5 S Inc.  
- E: RTA 3 S Inc.  

**BENEFIT CODES**
- A: RTA 4 S Inc.  
- B: RTA 6 S Inc.  
- C: RTA 2 S Inc.  
- D: RTA 5 S Inc.  
- E: RTA 3 S Inc.  

**BENEFIT TYPES**
- A: Regular Contribution  
- B: Defined Contribution  
- C: Plan Contribution  
- D: Plan Defined Contribution  
- E: Plan Defined Contribution  

**C.B. BEHAVIOR CODES**
- 1: Infrequent, no or not due to enrollee compulsion  
- 2: Infrequent, no or not due to enrollee compulsion  
- 3: Infrequent, no or not due to enrollee compulsion  

**C.B. ELIGIBILITY CODES**
- 1: Ubiquitous  
- 2: Ubiquitous  
- 3: Ubiquitous  

**EFFECTIVE DATE**
- A: Taken on admission  
- B: Taken on admission  
- C: Taken on admission  

**GROUP CODES**
- I: Insurance  
- J: Medical Expense  
- K: Employment Expense  

**TYPE CODES**
- 1: Display 07  
- 2: Display 07  
- 3: Display 07  

3 of 3
### BENEFITS RATES TABLE
**GROSS-TO-NET RATES/AMOUNTS**
**FORMAT 001 & 002 & 003**
UPAY712 (R12/06) R1744

<table>
<thead>
<tr>
<th>A/D</th>
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<th>GTN NO</th>
<th>RATE/AMOUNT</th>
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A percentage should be entered with the integers prior to the implied decimal; for example, 15% should be entered as 00015.0000.

### Campus Specific (see page 4)

<table>
<thead>
<tr>
<th>A/D</th>
<th>FORMAT</th>
<th>GTN NO</th>
<th>RATE/AMOUNT</th>
<th>CAP</th>
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<th>REDUCED DEDUCTION AMOUNT</th>
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</table>

**PREPARED BY:**

**DATE:**

**APPROVED BY:**

**DATE:** 9/8/08

**RETENTION: ACCOUNTING: UNTIL ACTION TAKEN**
## BENEFITS RATES TABLE

**GROSS-TO-NET RATES/AMOUNTS**

**FORMAT 001 & 002 & 003**

**UPAY712 (R12/06) R1744**

<table>
<thead>
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<th>RATE / AMOUNT</th>
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A percentage should be entered with the integers prior to the implied decimal, for example, 15% should be entered as 00015.0000.

<table>
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<th>A/D</th>
<th>FORMAT</th>
<th>GTN NO</th>
<th>RATE / AMOUNT</th>
<th>CAP</th>
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</thead>
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<td>522</td>
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</table>

<table>
<thead>
<tr>
<th>A/D</th>
<th>FORMAT</th>
<th>GTN NO</th>
<th>RATE / AMOUNT</th>
<th>CAP</th>
<th>DEDUCTION PERCENT</th>
<th>REDUCED DEDUCTION AMOUNT</th>
<th>THRESHOLD PERCENT</th>
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</tbody>
</table>

**PREPARED BY:**

**DATE:**

**APPROVED BY:**

**DATE:**

**RETENTION: ACCOUNTING: UNTIL ACTION TAKEN**

2 of 4
### BENEFITS RATES TABLE
#### GROSS-TO-NET RATES/AMOUNTS
**FORMAT 001 & 002 & 003**
**UPAY712 (R12/06) R1744**

**A/D** | **FORMAT** | **GTN NO:** | **RATE/AMOUNT** | **CAP**
---|---|---|---|---
**A** | 14 001 | 372 | * | *
| 14 001 | * | *
| 14 001 | * | *
| 14 001 | * | *

* Campus specific (see page 4)

A percentage should be entered with the integers prior to the implied decimal; for example, 15% should be entered as 00015.0000.

#### A/D | **FORMAT** | **GTN NO:** | **RATE/AMOUNT** | **CAP** | **DEDUCTION PERCENT** | **REDUCED DEDUCTION AMOUNT** | **THRESHOLD PERCENT**
---|---|---|---|---|---|---|---
14 002 | 523 | 30,0000 | 99999,9999 | 37, | .45 | .54
14 002 | 523 | 30,0000 | 99999,9999 | 37, | .45 | .54

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**PREPARED BY:**

**DATE:**

**APPROVED BY:**

**DATE:** 9/8/08

**RETENTION: ACCOUNTING: UNTIL ACTION TAKEN**
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<th>Rate</th>
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<tr>
<td>UCSF</td>
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<tr>
<td>UCD</td>
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<td>UCSB</td>
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</table>
# Agency Fee Information

| A/C ID | BUC | REP | SHC | DUC | UDUE GTN | Agency Fee GTN | "G" Balance Value | Charity GTN 1 | Charity GTN 2 | Charity GTN 3 | LINK (Multi-Unit) | UDUE BASE | Agency Fee Base | BUC Organization Link | Per-Item Charge |
|--------|-----|-----|-----|-----|----------|----------------|------------------|---------------|---------------|---------------|---------------------|-----------|---------------|---------------------|-----------------
| 17     | PA  | F   | C   |     | 984     | 465           | 1.00             | 521           | 522           | 523           |                     | UA        | UA            |                     | B               |
| 17     | F   |     |     |     |          |               |                  |               |               |               |                     |           |               |                     |                 |
| 17     | F   |     |     |     |          |               |                  |               |               |               |                     |           |               |                     |                 |
| 17     | F   |     |     |     |          |               |                  |               |               |               |                     |           |               |                     |                 |

**UDUE Base and Agency Fee Base**

- **Blank**: Non-CALC "15" GTNs
- **AA**: All Units; All Earnings Dates
- **AC**: All Units; Current Month Only
- **UA**: Unit Earnings Only; All Earnings Dates
- **UC**: Unit Earnings Only; Current Month Only

**Per-Item Charge**

- **A**: Agency Fee / Charity Only
- **D**: Dues Only
- **B**: Both Dues and Agency Fee / Charity
- **N**: No Per-Item Charge

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