Release 1825

Service Request 82176
Transfer of Payroll Expense with Zero Gross

Detail Design

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Introduction

Service Request 82176

Service Request 82176 asks for modifications to accommodate the departmental need of transferring benefit costs when there are no associated salary costs.

Service Request 82176 provides the following background information:

“With the implementation of the Consolidated Billing process and the Postdoctoral Scholar Benefits Program in addition to accrued vacation usage, campuses have experienced an increase in the number of Full Accounting Units (FAU) having benefits costs without associated gross salaries. When a department chooses to move the benefits costs from one FAU to another when there is not a gross salary, the Payroll Office or department must initiate a financial journal to transfer the benefits expense between FAUs. The financial journal affects only the General Ledger and does not document the employee’s Payroll Audit Record and the departmental Distribution of Payroll Expense Reports. Thus, using the financial journal to transfer the benefit expenses without gross salaries disrupts the audit trail of the expense.”

Overview of PPS Modifications

Compute Process

Currently, the Compute Process rejects expense transfers when the original gross amount is zero. Various edits will be added and modified to allow expense transfers with zero gross.

Expense Distribution Process

Currently, the Expense Distribution Process does not allow earnings with zero gross amounts to be passed to the TOE update file. The process will be modified to allow zero gross earnings with benefits costs to be passed to the TOE update file except under certain conditions which are specified in the PPP520 section below. The process will also be modified to accept expense transfer PAR records where the earnings amount is zero.

Programs

Modified Programs

PPEXPTRN

PPEXPTRN is the routine called from CICS or batch programs to edit Expense Transfer transactions (TS, TM, and TL) and create E1, E2, and E3 records using the details stored in the Transfer of Expense table PPPTOE.

The program will be modified to allow expense transfers for benefits costs with zero gross. The following edits will be changed.

1. For mass transfers, the program checks to see if the TOE record has any left over amount to transfer by subtracting transferred gross (TOE-TRANSFERED-GRS) from original gross (TOE-ORIG-GROSS-ERN). For TOE rows with zero grosses, the left over amount to transfer will always be zero. The edit will be changed to enforce this check only if the original gross (TOE-ORIG-GROSS-ERN) is not zero.
2. For mass transfers, the program validates the original gross to make sure that it is numeric and not zero. The validation will be changed to allow a zero value. The associated error message will be changed to ‘MASS TRANSFR: ORIGINAL GROSS NOT NUMERIC’.

3. For single transfers, the program validates the original gross to make sure that it is numeric and not zero. The validation will be changed to allow a zero value. The associated error message will be changed to ‘ORIGINAL GROSS NOT NUMERIC’.

4. The program validates the transfer gross to make sure that it is numeric and not zero. The validation will be changed to allow a zero value. The associated error message will be changed to ‘TRANSFER GROSS NOT NUMERIC’.

The following edits will be added to the program:

1. For single transfers, if the original gross is zero and the transfer gross is not zero, the message ‘ORIGINAL GROSS IS ZERO, TRANSFER GROSS IS NOT ZERO’ is issued.

2. For single transfers, if the original gross is not zero and the transfer gross is zero, the message ‘ORIGINAL GROSS IS NOT ZERO, TRANSFER GROSS IS ZERO’ is issued.

PPP360

PPP360 and related modules act as the batch and online infrastructure for the editing of payroll compute transactions prior to placement on the THF.

The program will be modified as follows:

1. Allow a zero value for the original gross in the E1 pay transaction.

2. If the original gross is zero on the E1 pay transaction and the transfer gross is not zero on the E3 pay transaction, the message (36-308) ‘ORIGINAL GROSS IS ZERO, TRANSFER GROSS IS NOT ZERO’ will be issued.

3. If the original gross is not zero on the E1 pay transaction and the transfer gross is zero on the E3 pay transaction, the message (36-309) ‘ORIGINAL GROSS IS NOT ZERO, TRANSFER GROSS IS ZERO’ will be issued.

4. If the DOS code is ‘PDW’ or the title code is ‘3254’ on the E1 pay transaction, the program issues message (36-427) ‘TRANSFERS INVALID FOR POSTDOC PAID DIRECT & WITHOUT SAL ’PDW’ DOS’. This edit will be removed.

PPP520

PPP520 is the expense distribution program, which calculates the amounts that are to be distributed to different accounts.

When processing expense transfers, the program issues message (52-076) ‘NO EARNINGS AMOUNT IN E1 DISTRIB -- OF EXPENSE TRANSFER PAR RCD’ if the earnings amount from the PAR is zero. This edit will be removed.

When the program processes expense transfers with zero earnings amount from the PAR, the transfer percentage will always be set to 1 (for 100%).

When the program currently builds the type 2 records, if the gross amount is zero and the TOE sequence number is zero, the program adds 1 to the TOE sequence number to indicate that the expense is not transferable. This will be modified so that it is only performed if any of the following are true:

- The DOS code is any of the following (TRM, LSI, SRD, IAP, VLA, SLA, PLA, ABP, NDI, SAP, TIA, ZZZ)
- The leave assessment indicator of the DOS code is ‘Y’

When the program creates an entry in the EDT (Employee-Detailed-Table) for uncharged/leftover benefits, it currently assigns zero to the PAR distribution number and increments the TOE sequence number by 1. The program will be modified to do this process only if the DOS code being processed is ‘ZZZ’. If the DOS code being processed is not ‘ZZZ’, the program will use 999 as the default PAR distribution number.
PPP530 is the expense distribution reporting program, which reports the amounts that are to be distributed to different accounts.

As the program currently builds the PPP5302 report, if the PAR control number, PAR distribution number or gross amount on the EDW (Expense Distribution Work) record is zero, ‘***’ are printed on the PAR distribution number column of the report. The program will be modified to also check if the TOE sequence number is greater than zero or the total benefits is zero. If any of the two previous conditions are true and the gross amount is zero, ‘***’ will be printed on the PAR distribution number column of the report.

When the program builds the TOE update records, additional conditions will be added to check that the gross amount is not zero and the total benefits is not zero on the EDW. If the gross amount and total benefits are both zero, the TOE update record will not be written to the TOE update file.

Control Table Updates

System Messages Table

The following messages will be added to this table.

1. 35-020 (ORIGINAL GROSS IS NOT ZERO, TRANSFER GROSS IS ZERO) – Severity Level of ‘5’ (Transaction Reject) for online and ‘5’ (Transaction Reject) for batch.

2. 35-022 (ORIGINAL GROSS IS ZERO, TRANSFER GROSS IS NOT ZERO) – Severity Level of ‘5’ (Transaction Reject) for online and ‘5’ (Transaction Reject) for batch.

3. 36-308 (ORIGINAL GROSS IS ZERO, TRANSFER GROSS IS NOT ZERO) – Severity Level of ‘5’ (Transaction Reject) for online and ‘5’ (Transaction Reject) for batch.

4. 36-309 (ORIGINAL GROSS IS NOT ZERO, TRANSFER GROSS IS ZERO) – Severity Level of ‘5’ (Transaction Reject) for online and ‘5’ (Transaction Reject) for batch.

The following messages will be changed in this table.

5. 35-023 (ORIGINAL GROSS NOT NUMERIC)

6. 35-025 (TRANSFER GROSS NOT NUMERIC)

7. 35-044 (MASS TRANSFR: ORIGINAL GROSS NOT NUMERIC)