Release 1877

Service Request 82601
Fiscal Year 2009-2010 Salary Reductions – Phase II

Test Plan

September 3, 2009

Payroll/Personnel Services, ATS, IR&C
Office of the President
University of California
# TABLE OF CONTENTS

**Testing Overview** ................................................................................................................................. 2

**Batch Test Plan** .................................................................................................................................... 3

- LOADCTLA: Control Table (CTL) Load for DOS Table Update ............................................................ 3
- RUN004: DOS Table Update .................................................................................................................. 3
- LOADCTLB: Control Table (CTL) Initial Load ...................................................................................... 4
- LOADEDB: Employee Data Base (EDB) Load ...................................................................................... 4
- C0909B1: B1 compute for September 2009 ...................................................................................... 5
- RUN641B1: B1 Furlough Accrual for September 2009 ...................................................................... 5
- C0909MO: MO compute for September 2009 .................................................................................. 6
- RUN641MO: MO Furlough Accrual for September 2009 .................................................................. 6
- RUN460: Create Monthly PAR File From September PAR Files ....................................................... 7
- RUNEXP: Expense Distribution for September 2009 ...................................................................... 7
- RUN640: Time Benefits Roster for September 2009 ....................................................................... 7

**Online Test Plan** .................................................................................................................................. 8

- RUN465: Add September PAR Files to the DB2 PAR File ................................................................. 8
- EDAT/ETHF ............................................................................................................................................... 8
- Rush Checks .......................................................................................................................................... 8
- ORCA ..................................................................................................................................................... 8

**Appendix A: B2 Furlough Accrual Test Case Notes** ........................................................................ 9

**Appendix B: MO Furlough Accrual Test Case Notes** ................................................................. 10
Testing Overview

This test plan addresses the test runs and cases constructed to verify the correct installation of this release.

It includes the following batch processes:
- RUN004: DOS table update
- C0909B1: B1 compute for September 2009
- RUN641B1: B1 furlough accrual for September 2009
- C0909MO: MO compute for September 2009
- RUN641MO: MO furlough accrual for September 2009
- RUN460: to create the monthly PAR file from the three September PAR files
- RUNEXP: Expense Distribution for September 2009
- RUN640: Time Benefits Reporting for September 2009

It includes the following online processes:
- Online time reporting
- Rush Checks: OPT1, overtime with SRB
- ORCA: OVPY

Appendices A and B have been provided to explain the results of some of the test cases for furlough accrual.
Batch Test Plan

This plan addresses the DOS table update, compute, expense distribution, and time benefits reporting processes.

LOADCTLA: Control Table (CTL) Load for DOS Table Update

Description

This job loads the DB2 CTL database.

Verification

Verify that the job has completed normally. Verify that all tables have been successfully loaded into the database.

RUN004: DOS Table Update

Description

This job runs PPP004 with DOS table transactions (DOSTEST).

Verification

Verify that the test results match those provided. Verify that the FUA transaction is not rejected (01-601, DIST. PRTY, INDICATORS, OR INTERFACE CODES HAVE 1 OR MORE BLANKS), and is updated successfully.
LOADCTLB: Control Table (CTL) Initial Load

Description

This job loads the DB2 CTL database. The members in PDS UDB2CTL already reflect the Control Table update transactions provided with the release.

Verification

Verify that the job has completed normally. Verify that all tables have been successfully loaded into the database.

LOADEDB: Employee Data Base (EDB) Load

Description

This job loads the DB2 EDB database.

Verification

Verify that the job has completed normally. Verify that all tables have been successfully loaded into the database.
**C0909B2: B2 compute for September 2009**

**Description**

This job runs the B2 compute for September 2009.

**Verification**

Verify that the test results match those provided.

**C0909B1: B1 compute for September 2009**

**Description**

This job runs the B1 compute for September 2009. Pay advice format (PRM 144) is 3.

**Verification**

Verify that the test results match those provided. In particular, verify the following:
- PRINT2/PPP3601: IDS 444000031, 000050004, and 000050006 have message 36-125 (PTO/FURLOUGH HOURS REPORTED ARE GREATER THAN HOURS BALANCE)
- PRINTLV/PPP3906: IDs 000050004, 000050006, 333333201, 333333202, and 444000031 have message 39-210 (PTO/FURLOUGH HOURS TRANSACTION IN EXCESS OF HOURS BALANCE)
- ADVICE: PTO hours balances label is FURLOUGH/PTO
- PPP4401: OTP calculation for 000050004 does not include SRB reductions
- PAR File: Derived Percent values are zero for SRB and SRS entries (record type 23, columns 142 – 144)

**RUN641B1: B1 Furlough Accrual for September 2009**

**Description**

This job runs PPP641 for the B1 compute for September 2009.

**Verification**

Verify that the test results match those provided.
**C0909MO: MO compute for September 2009**

**Description**

This job runs the MO compute for September 2009. Pay advice format (PRM 144) is 4. The LA transactions produced by RUN641B1 are included in the PPP350 input.

**Verification**

Verify that the test results match those provided. In particular, verify the following:

- PRNTFIL3/PPP3903: IDs 333333063, 333333102, and 333333103 were flushed due to negative activity with SRB
- ADVICE: PTO hours balances label is FURLOUGH/PTO
- PPP4401: OTP calculations for 777555016 and 77555017 do not include SRB reductions
- PPP4401: LA transaction amounts appear as LEAVE BALANCE ADJST entries for DE 5187.

**RUN641MO: MO Furlough Accrual for September 2009**

**Description**

This job runs PPP641 for the MO compute for September 2009.

**Verification**

Verify that the test results match those provided.
RUN460: Create Monthly PAR File From September PAR Files

Description
This job runs PPP460 to create a monthly PAR file from the three September PAR files.

Verification
Verify that the job completed normally.

RUNEXP: Expense Distribution for September 2009

Description
This job runs expense distribution for September 2009.

Verification
Verify that the test results match those provided. In particular, verify the following:
- PRNTFIL, PPP5203: there will be a significant number of 52-062 messages (FLAT RATED BENEFIT PRORATION ADJUSTMENT); they will appear for almost every employee with SRB/SRS activity, just as they currently do for employees with RTP/RTS/RTB activity
- PPP5302: FUA and FUT activity will appear with no gross or benefits amounts

RUN640: Time Benefits Roster for September 2009

Description
This job runs PPP640 for September 2009.

Verification
Verify that the test results match those provided. In particular, verify the following:
- PPP6401: the furlough data will be reported as LEAVE TYPE PTO; because the accrual is applied to the PTO balance with LA transactions, the accrual amount will appear in the ADJUSTMENT column, and manual adjustments (transactions with DOS code FUA) will appear in the EARNED column
Online Test Plan

This plan addresses the time reporting and rush checks processes.

**RUN465: Add September PAR Files to the DB2 PAR File**

**Description**

This job runs PPP465 to add the three September PAR files to the DB2 PAR File for OVPY testing.

**Verification**

Verify that the job completed normally.

**EDAT/ETHF**

For any active employee, select a time reporting function from EDAT or ETHF, such as EDAP or ETTX. Enter FUA or FUT in the first DOS code section with any valid hours, such as 8.00, and an H% value of H.

Verify that message 36106 DESC OF SERVICE INVALID FOR REGULAR TIME SECTION is included in the list of errors for that transaction.

**Rush Checks**

For any active employee, select OPT1 from the SPCL menu. On the second screen (PPRC11), enter a set of pay transactions that includes REG, SRB, and OTP.

Verify that the re-calculated OTP rate is not affected by the SRB time or earnings.

**ORCA**

For employee 444000071, Par Control Number 155, select OVPY from the SPCL menu. Use the following input values:

- Check No: 000109
- Check Dt: 093009
- Pay Sch Cd: B1
- Original Net Pay: 0126606
- First earnings: 001, 0184615, %, 10000, blank, 015000, %, 10000, blank  (this is the REG line)
- Second earnings: 002, 0184615, %, 00600, blank, 015000, %, 00600, blank  (this is the SRB line – note that the signs are blank/positive, because SRB is naturally negative)

Verify that the overpayment can be generated.
## Appendix A: B2 Furlough Accrual Test Case Notes

<table>
<thead>
<tr>
<th>ID</th>
<th>trans</th>
<th>title</th>
<th>TUC</th>
<th>ARe</th>
<th>appt basis</th>
<th>TCT basis</th>
<th>MCB</th>
<th>reduction %</th>
<th>furlough factor</th>
<th>comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>000050004</td>
<td>TX</td>
<td>7236</td>
<td>TX</td>
<td>U</td>
<td>F20</td>
<td>079</td>
<td>7</td>
<td>0.069231</td>
<td></td>
<td>pay reduction was actually 8%, but should have been 7%; furlough hours are overstated.</td>
</tr>
<tr>
<td>000050031</td>
<td>AU</td>
<td>1610</td>
<td>IX</td>
<td>U</td>
<td>221</td>
<td>082</td>
<td>7</td>
<td>0.069231</td>
<td></td>
<td>academic; from Table 1</td>
</tr>
<tr>
<td>000050900</td>
<td>AU</td>
<td>0093</td>
<td>U</td>
<td>M05</td>
<td></td>
<td>284</td>
<td>8</td>
<td>0.038462</td>
<td></td>
<td>Sr Mgt; 10 days/year factor</td>
</tr>
</tbody>
</table>
Appendix B: MO Furlough Accrual Test Case Notes

<table>
<thead>
<tr>
<th>ID</th>
<th>trans</th>
<th>title</th>
<th>TUC</th>
<th>ARe p</th>
<th>CTO</th>
<th>appt basis</th>
<th>TCT basis</th>
<th>MCB</th>
<th>reduction %</th>
<th>furlough factor</th>
<th>comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>000050015</td>
<td>AU</td>
<td>1100</td>
<td>A3</td>
<td>S</td>
<td>010</td>
<td>09</td>
<td>1</td>
<td>185</td>
<td>9</td>
<td>0.057692</td>
<td>from Table 2a</td>
</tr>
<tr>
<td>333333201</td>
<td>RA</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>not included – RAI value is A</td>
</tr>
<tr>
<td>444000040</td>
<td>AU</td>
<td>1450</td>
<td>A3</td>
<td>S</td>
<td>317</td>
<td>09</td>
<td>3</td>
<td>060</td>
<td>6</td>
<td>0.038462</td>
<td>from Table 2a, based on appt basis</td>
</tr>
<tr>
<td>444000071</td>
<td>O2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>overpayment not included – RAI value is A</td>
</tr>
<tr>
<td>501000036</td>
<td>RX</td>
<td>1108</td>
<td>99</td>
<td>C</td>
<td>323</td>
<td>1</td>
<td>1</td>
<td>150</td>
<td>8</td>
<td>0.053846</td>
<td>from Table 2a, based on TCT basis</td>
</tr>
<tr>
<td>501000036</td>
<td>AU</td>
<td>1108</td>
<td>99</td>
<td>C</td>
<td>323</td>
<td>12</td>
<td>1</td>
<td>150</td>
<td>8</td>
<td>0.073077</td>
<td>from Table 2b, based on appt basis</td>
</tr>
<tr>
<td>501000037</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>total accrual is negative; LA transaction is negative</td>
</tr>
<tr>
<td>501000039</td>
<td>RA</td>
<td>8297</td>
<td>99</td>
<td>C</td>
<td>G40</td>
<td>075</td>
<td></td>
<td></td>
<td>7</td>
<td>0.069231</td>
<td>included – RAI value is blank</td>
</tr>
<tr>
<td>555000104</td>
<td>C2</td>
<td>7274</td>
<td>99</td>
<td>C</td>
<td>F15</td>
<td>096</td>
<td></td>
<td></td>
<td>8</td>
<td>0.080769</td>
<td>cancellation</td>
</tr>
<tr>
<td>555000105</td>
<td>O2</td>
<td>7274</td>
<td>99</td>
<td>C</td>
<td>F15</td>
<td>096</td>
<td></td>
<td></td>
<td>8</td>
<td>0.080769</td>
<td>overpayment included – RAI value is blank with AU entry, total accrual is zero; no LA transaction</td>
</tr>
</tbody>
</table>