

Service Request SR83506 AFSCME EX Lump Sum

Technical Specification

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Office of the President
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AFSCME EX Lump Sum SR83506

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Version History

Version #	Date	Revised By	Reason for Change
1.0	11/10/2011	Peter Parker	1 st draft
1.1	11/28/2011	Peter Parker	Revise – BRD changed 11/23/2011
1.2	01/20/2012	Peter Parker	Revise – BRD changed 01/20/2012

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1 Introduction

SR83506 - Issue a lump sum payment in lieu of retro to AFSCME EX members starting January 2011.

The October 10, 2010 agreement includes the following paragraph:

The lump sum payment shall be payable between ninety (90) and one-hundred twenty (120) calendar days following ratification of the 2011 reopener negotiations. The University shall pay a onetime, non-base building lump sum based on 3% of the actual earnings for the period between January 2011 and date on which the increase is finally instituted. This lump sum shall be retirement eligible. All appropriate taxes and UCRP contributions shall be deducted from the lump sum payment.

1.1.1 Service Request SR83506

A onetime program should calculate a lump sum payment in lieu of a retro based on 3% of eligible earnings covering the period of January through October 2011. The payment is retirement eligible, non-base building.

2 Background

This onetime process is very similar to the process developed for SR83209, release 1969.

3 Overview of System Modifications

Using PAY.ONET.COBOLE(PPOT1969) as a starting place, write a onetime program with the same file outputs.

3.1.1 Compute

Generated an FT transaction will be processed by the Compute to create LUMP SUM payments.

4 Design Considerations

4.1 Assumptions and Dependencies

The existing code in PPOT1969 will be reused as much as possible. It is an assumption that most of the code required to produce the output files required can be reused. It is expected that the code required to select the eligible populate as well as the code that calculates the LUMP sum amount must be rewritten.

5 Mainframe Design

The requirements matrix from the Business Requirements is reproduced here:

Req. ID	Requirement Type/Category	Requirement Description
R0001B	One-time Process	<p><u>Select Eligible Employees for processing based on PAR data</u></p> <p>Have earnings during the pay periods listed below with PAR title unit 'EX' and PAR representation code 'C'</p> <ol style="list-style-type: none"> a. MO or MA beginning January 1 and ending January 31 2012 b. BW beginning January 8 and ending January 21 2012 c. SM beginning January 16 and ending January 31 2012
R0002	One-time Process	<p><u>Select Eligible <i>Earnings</i> of Eligible Employees for processing based on PAR data.</u></p> <ul style="list-style-type: none"> • Earnings transaction end date <ul style="list-style-type: none"> ○ BW Jan 22 – Nov 12, 2011 ○ MO, MA Jan 31 – Oct 31, 2011 ○ SM Jan 15 – Oct 31, 2011 • All PAR data available beginning January 2011 to the day the one-time program is run should be processed so as to include transactions processed after the look back window for pay within the look back window (i.e., Late Pay). • Skip expense transfer transactions. • PAR Title Unit Code "EX" and PAR Appointment Representation Code "C". • DOS Code has RNG ADJ indicator "Y" and either <ul style="list-style-type: none"> ○ Pay Category "N" with Type of Hours Code "R", "O", or "P" or ○ Pay Category "A" with Type of Hours Code "O" or "P"
R0003	One-time Process	<p><u>Create 7 Output Files</u></p> <ul style="list-style-type: none"> • Lump Sum Payment Transactions (one for each pay cycle MO,

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Req. ID	Requirement Type/Category	Requirement Description
		<p>MA, SM, BW)</p> <ul style="list-style-type: none"> • Warnings and Controls Report • Tab delimited detail report • Standard Costing Transactions File (for input to PPP960)
R0004	One-time Process	<p><u>Calculate a Lump Sum amount for each earnings record</u></p> <ul style="list-style-type: none"> • Multiply the earnings by 3% • For ERIT distributions (DOS code ERT) the lump sum amount will be negative
R0005	One-time Process	<p><u>Calculate the total lump sum payment</u></p> <ul style="list-style-type: none"> • Sum the amounts calculated from each earnings record • Multiply the sum by 1.0058
R0006	One-time Process	<p><u>Prorate the payment across FAU based on EDB data</u></p> <ul style="list-style-type: none"> • For each distinct FAU associated with a current regular distribution in appointments having Appointment Title Unit Code “EX” and Appointment Representation Code “C” <ul style="list-style-type: none"> ○ Current distribution has Pay End Date greater or equal to program run date ○ Regular distribution has DOS Type Hours Code equal to “R” ○ Sum the distribution percents by FAU ○ Sum the distribution percents overall ○ For example, FAU 1 45%, FAU 2 45%, FAU 3 35% Overall 125% ○ The proration percent is the percent associated with each FAU divided by the overall percent. ○ For example, FAU 1 45/125 is 36%, FAU 2 36%, FAU 3 35/125 is 28%. ○ The lump sum payment for this example is allocated 36% to FAU 1, 36% to FAU 2 and the remainder to FAU 3. Note that FAU 3 is not calculated as a percent in order to avoid round off errors. • If there are no current regular distributions satisfying the above, the program should attempt to prorate across expired regular

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Req. ID	Requirement Type/Category	Requirement Description
		<p>distributions.</p> <ul style="list-style-type: none"> • For employees having no current or expired in-unit distributions issue message ““<ERROR> *ELIG APPT; NO ELIG DIST; PAYMENT BYPASSED “ to the warnings and control report and enter the calculated lump sum in the tab delimited file.
R0007	One-time Program	<p><u>Lump Sum Transactions</u></p> <ul style="list-style-type: none"> • Generate an FT transaction for each FAU having DOS code LSP and pay period end date coinciding with the next regular pay cycle for the employee. <ul style="list-style-type: none"> ○ MA 02/29/12 ○ MO 02/29/12 ○ SM 2/29/12 (SM2) ○ BW 03/03/12 (B1)
R0008	One-time Program	<p><u>Output</u></p> <ul style="list-style-type: none"> • For employees with Employment Status Code “A” or “P” output to transactions file, tab delimited file, costing file. • Transactions are placed in one of four files depending on the employees primary pay cycle. • For employees with Employment Status Code “N” output to tab delimited file only. Issue message “<ERROR> *UNPAID LEAVE OF ABSENCE; PAYMENT BYPASSED “ to warnings and control report.
R0009	One-time Program	<p><u>Tab Delimited File</u></p> <p>Columns of the tab delimited file should consist of:</p> <p>Employee Name (EDB0105)</p> <p>Employee ID</p> <p>Employee Home Department (EDB0114)</p> <p>Home Department Code Description from the Home Department Table</p> <p>Employment Status Code (EDB0144)</p> <p>Deduction Pay Schedule Code (EDB0152)</p> <p>For each FT transaction:</p> <ul style="list-style-type: none"> • Full Accounting Unit (FAU)

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Req. ID	Requirement Type/Category	Requirement Description
		<ul style="list-style-type: none">Transaction Amount The column headers should be EMPLOYEE NAME EMP ID DEPT DEPT DESCRIPTION STATUS SCHED FAU AMOUNT
R0010	One-time Program	<u>Warnings and Controls Report</u> <ul style="list-style-type: none">The report should show totals for all payments processed.Totals should be grouped by primary pay scheduleFor each pay schedule, the report should display the number of transactions and the total amount of the lump sum payments.

5.1 AFSCME EX Lump Sum

5.1.1 Cobol Programs

5.1.1.1 PPOTRRRR (RRRR = release number, determined at release time)

PPOTRRR is a one-time program that will generate FX transaction.

Inputs and Outputs

Seven output files, the same as PPOT1969:

```
*
*--> WARNING AND CONTROL REPORT
      SELECT PRINT-FILE          COPY CPSLXPRT.
*--> FT TRANS FILES FOR MO / BW / SM / MA PAY SCHEDULES
      SELECT FT-TRANS-MO        ASSIGN TO UT-S-FTPAYMO.
      SELECT FT-TRANS-BW        ASSIGN TO UT-S-FTPAYBW.
      SELECT FT-TRANS-SM        ASSIGN TO UT-S-FTPAYSM.
      SELECT FT-TRANS-MA        ASSIGN TO UT-S-FTPAYMA.
```

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```
*--> FT COSTING FILE FOR PROCESSING IN PPP960
      SELECT FT-COST-FILE      ASSIGN TO UT-S-FTCOSTFL.
*--> ELECTRONIC FILE (TAB DELIMITED)
      SELECT ELEC-FILE        ASSIGN TO UT-S-ELECFILE.
```

WORKING-STORAGE

Start with working storage the same as PPOT1969. Customize as needed.

Add this cursor (see R0002). Open and fetch in initialization. Populate a working storage table with INDEX, use COBOL SEARCH verb to lookup DOS codes retrieved from the PAR.

```
*--> DOS_ROW CURSOR
      EXEC SQL
      DECLARE DOS_ROW CURSOR FOR
      SELECT
        DOS_EARNINGS_TYPE, DOS_DESCRIPTION, DOS_PAY_CATEGORY,
        DOS_HOURS_CODE
      FROM PPPVZDOS_DOS WHERE ((DOS_RANGE_ADJ_IND = 'Y') AND
        (DOS_PAY_CATEGORY = 'A' AND DOS_HOURS_CODE IN ('O','P')))
      OR
      (
        (DOS_RANGE_ADJ_IND = 'Y') AND
        (DOS_PAY_CATEGORY = 'N' AND DOS_HOURS_CODE IN ('R','O','P'))
      )
      ORDER BY DOS_EARNINGS_TYPE
      END-EXEC
```

PROCEDURE DIVISION

R0001B, R0002 – Process each record read from the sequential merged PAR

- The sequential PAR file input should include all PAR data created by payroll Computes with earnings transaction end dates listed in R0002 and ending with the most recent PAR data created up to the day this one-time is run.
- Process all PAR earnings segments in XPAR-EARNING-DISTRIBUTION OCCURS 0 TO 500 TIMES DEPENDING ON XPAR-NO-ACCTS
 - Reject earnings if XPAR-DOS() is not found in SEARCH of working storage table loaded in initialization from DOS_ROW cursor
 - Reject earnings unless one of these conditions is true.
 - XPAR-PAYCY-CODE() = 'B' AND ('110109' <= XPAR-PERIOD-END-DATE() <= '111112')
 - XPAR-PAYCY-CODE() = 'M' AND ('110101' <= XPAR-PERIOD-END-DATE() <= '111031')
 - XPAR-PAYCY-CODE() = 'S' AND ('110101' <= XPAR-PERIOD-END-DATE() <= '111031')
 - Reject earnings if XPAR-EXPENSE-TRANSFER (XPAR-TRANS-SEQ-CODE = '65')
 - Reject earnings unless
 - XPAR-TITLE-UNIT-CODE() = 'EX' AND XPAR-EARN-COVERAGE-IND() = 'C'
 - PERFORM 9000-SEL-PER-AND-PCM-EMP-DTLS for each employee id selected from the par
 - After all PAR data for each employee has been processed, if any earnings are found that meet these criteria then the employee is eligible for a lump sum payment, otherwise the employee is not eligible.

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- As PAR data is processed check for earnings during the pay periods listed below with PAR title unit 'EX' and PAR representation code 'C'.
 - XPAR-PAYCY-CODE() = 'B' AND ('120108' <= XPAR-PERIOD-END-DATE() <= '120121')
 - XPAR-PAYCY-CODE() = 'M' AND ('120101' <= XPAR-PERIOD-END-DATE() <= '120131')
 - XPAR-PAYCY-CODE() = 'S' AND ('120116' <= XPAR-PERIOD-END-DATE() <= '120131')

R0003 – Code in PPOT1969 should provide the basic framework for creation the 7 output files.

R0004, R0005 - Calculate a Lump Sum amount for each earnings record; add calculated amount to accumulated LUMP SUM amount for each eligible employee.

- MOVE ZERO TO LUMP-SUM-WRK
- COMPUTE LUMP-SUM-WRK = .03 * XPAR-EARN-AMT()

R0006, R0007 Prorate the payment across FAU based on EDB data , Create Lump Sum Transactions; if EDB data is not available, prorate using PAR data

Program PPOT1969 contains the required code.

R0008 Output

```
EVALUATE PRI-PAY-SCHED
  WHEN 'BW'
    WRITE FT-TRN-REC-BW          FROM FT-TRANS-RECORD
    ADD 1                        TO EOJ-FT-REC-BW
    ADD FT-AMOUNT                TO EOJ-FT-AMT-BW
  WHEN 'SM'
    WRITE FT-TRN-REC-SM          FROM FT-TRANS-RECORD
    ADD 1                        TO EOJ-FT-REC-SM
    ADD FT-AMOUNT                TO EOJ-FT-AMT-SM
  WHEN 'MA'
    WRITE FT-TRN-REC-MA          FROM FT-TRANS-RECORD
    ADD 1                        TO EOJ-FT-REC-MA
    ADD FT-AMOUNT                TO EOJ-FT-AMT-MA
  WHEN OTHER
    WRITE FT-TRN-REC-MO          FROM FT-TRANS-RECORD
    ADD 1                        TO EOJ-FT-REC-MO
    ADD FT-AMOUNT                TO EOJ-FT-AMT-MO
END-EVALUATE.
```

R0009 Tab Delimited File

Program PPOT1969 contains this record layout for the Tab Delimited file:

```
01 WS-ELEC-HDR-REC.
   05 FILLER          PIC X(26) VALUE 'EMPLOYEE NAME'.
   05 FILLER          PIC X(01) VALUE X'05'.
```

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05 FILLER	PIC X(09) VALUE 'EMP ID'.
05 FILLER	PIC X(01) VALUE X'05'.
05 FILLER	PIC X(06) VALUE 'DEPT'.
05 FILLER	PIC X(01) VALUE X'05'.
05 FILLER	PIC X(30) VALUE 'DEPT DESCRIPTION'.
05 FILLER	PIC X(01) VALUE X'05'.
05 FILLER	PIC X(06) VALUE 'STATUS'.
05 FILLER	PIC X(01) VALUE X'05'.
05 FILLER	PIC X(10) VALUE 'SEP DATE'.
05 FILLER	PIC X(01) VALUE X'05'.
05 FILLER	PIC X(05) VALUE 'SCHED'.
05 FILLER	PIC X(01) VALUE X'05'.
05 FILLER	PIC X(30) VALUE 'FAU'.
05 FILLER	PIC X(01) VALUE X'05'.
05 FILLER	PIC X(08) VALUE 'AMOUNT'.
05 FILLER	PIC X(01) VALUE X'05'.

This contains one field that is not requested for SR83506: 'SEP DATE'.
It should be removed.

R0010 Warnings and Controls Report

Report produced by PPOT1969 fulfills this requirement.

5.1.2 Bind Members PPOTRRRR

```

*****
* BIND MEMBER: PPOTRRRR *
* RELEASE: ___RRRR_____ SERVICE REQUEST(S): ___8SSSS___ *
* NAME: _____ CREATION DATE: ___??/??/??_ *
* DESCRIPTION: *
* *
* - BIND FOR A NEW ONE-TIME PROGRAM. *
* *
*****
BIND -
  PLAN(PPOTRRRR) -
  MEMBER(PPOTRRRR) -
  OWNER(PAYADM) -
  ACTION(REPLACE) -
  RETAIN -
  VALIDATE(RUN) -
  ISOLATION(CS) -
  FLAG(I) -
  ACQUIRE(USE) -
  RELEASE(COMMIT) -
  EXPLAIN(NO) -

```

6 Unit Testing Requirements

Unit testing will require either finding or entering employees on the test EDB that will have eligible earnings who are paid on BW, MO, and SM pay schedules. Once these employees are identified test Computes must be run to created PAR data. Program PPP460 can be run to create a sequential PAR file. Both salaried and hourly employees should be included.