Service Request 100434

PPS Changes to correct errors in California State DE9 data for certain Rush Checks

Technical Specification for Phase 1

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Version History

<table>
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<tr>
<th>Version #</th>
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<th>Revised By</th>
<th>Reason for Change</th>
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<tr>
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<td>Revised section 3.1.2 Change PPP130 to update SCR_CURRCYCLE_QTR when it runs in quarterly mode</td>
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1 Introduction

1.1 Service Request SR100434

Campuses use the PPP6004 report to complete the DE9, which is the California Quarterly Contribution Return and Reporting of Wages that is filed quarterly with the Employment Development Department (EDD). Several campuses have reported an error with the output provided by the report that is causing reconciliation issues at the end of the quarter. A survey of campuses indicated that Berkeley, Irvine, Los Angeles, Riverside, San Diego and Santa Barbara have all reported problems with this report, but it appears that all campuses are affected.

The error occurs for rush checks that are created after PPP130 is run in quarterly mode and before the first of the following month (PPP130 is run in quarterly mode after the last compute with a pay date in the current quarter runs, this occurs in the last month of each quarter); these rush checks can be described as having been created during the “end of quarter problem time window”. PPS reports the earnings and deductions to the state for rush checks created during the “end of quarter problem time window” as part of the next quarter; however, California taxable wages are reported correctly for these checks but not the California income tax withheld.

The result is the campuses spend numerous hours reconciling the data so that they can properly report to the state the tax withheld for each impacted employee. This entails the filing of the Form DE9-ADJ. The report currently does not correctly tie to the PPP4106 report when this error occurs. Research by UCOP IT indicates that this problem began with the implementation of the ORCA subsystem that automated the creation of hand drawn (rushed) checks, cancellations, and overpayment processing.

2 Background

2.1 Underlying problem causing the error in report PPP6004

After the last compute that has a pay date in the current quarter runs (run in the last month of quarters 1, 2, and 3), and before any compute may be run with a pay date in the next quarter, PPP130 must be run in quarterly mode. PPP600 is run just prior to the quarterly run of PPP130 when the quarterly accumulators of deductions in the DBL table are set to zero. Any computes run after this will be paid in the next quarter.

Rush checks created after the quarterly run of PPP130 and before the start of the next quarter are paid in the current quarter but will not be reported to the state until the end of the next quarter when PPP600 runs again. The California income tax withheld for the quarter reported at that time is missing any amount withheld from one of these rush checks since it was not posted to the DBL table because the quarter in the transaction written to the abeyance database was derived by the rush checks process based on today’s date rather than the processing quarter in effect. When rush checks are unloaded by PPRCABEY the resulting transactions are then processed by a compute; if the quarter in the transaction does not match the current processing quarter then the quarterly accumulator for California income tax withheld in the DBL table is not updated. This is the reason that the PPP6004 report and the quarterly file sent to the state is missing these withheld amounts.

The problem can be eliminated if the rush checks process is changed to derive the quarter so that it always agrees with the current processing quarter.
3 Overview of System Modifications

3.1 Changes to PPP130

3.1.1 Add a new column to PPPSCR: SCR_CURRCYCLE_QTR
Alter table PPPSCR adding SCR_CURRCYCLE_QTR CHAR(1) NOT NULL WITH DEFAULT. Run a one-time process to set it to the current processing quarter. Create a new view PPPVSCR3_SCR, containing only the new column, SCR_CURRCYCLE_QTR (member name PPPVSCR3).

3.1.2 Change PPP130 to update SCR_CURRCYCLE_QTR when it runs in quarterly mode.
Add code to set SCR_CURRCYCLE_QTR to “1” or “2” or “3” or “4” when PPP130 successfully completes a run in quarterly mode.

Add this code:
01 SCR-ROW3.
EXEC SQL INCLUDE PPPVSCR3 END-EXEC.
EXEC SQL
The value should be set in section 9990-TERMINATION-ROUTINE
FIND THIS BLOCK OF CODE AND ADD THE LINES MARKED @@@@.
MOVE XDTS-ISO-FIRST-OF-MONTH-DATE TO SCR-CURRENT-DATE OF SCR-ROW.
IF PMWA-QUARTERLY
  MOVE SCR-NEXTCYCLE-QTR OF SCR-ROW TO SCR-CURRCYCLE-QTR OF SCR-ROW3
END-IF
MOVE ZEROS TO SCR-NEXTCYCLE-MO OF SCR-ROW.
MOVE ZEROS TO SCR-NEXTCYCLE-QTR OF SCR-ROW.

These changes should be made in section 9580-SQL-UPDATE-SCR
FIND THIS BLOCK OF CODE AND ADD THE LINES MARKED @@@@
XCR_SPEC_PROCESS = :SCR-SPEC-PROCESS,
XCR_DAILY_RUN_DATE = :SCR-DAILY-RUN-DATE,
XCR_CURRENT_DATE = :SCR-CURRENT-DATE
WHERE XCR_KEY = :SCR-KEY
END-EXEC.
IF PMWA-QUARTERLY
EXEC SQL
  UPDATE PPPVSCR3_SCR
  SET SCR_CURRCYCLE_QTR = :SCR_CURRCYCLE_QTR
WHERE XCR_KEY = :SCR-KEY
END-EXEC
END-IF.
3.2 Changes to PPRCOPT1

Add this code:

EXEC SQL INCLUDE PPPVSCR3 END-EXEC.
EXEC SQL
  SELECT SCR_CURRCYCLE_QTR INTO :SCR-CURRCYCLE-QTR
  FROM PPPVSCR3_SCR
END-EXEC

Modify code in PPRCOPT1 to use SCR-CURRCYCLE-QTR to set RCTS-QUARTER-CODE.

Remove this code:

IF RCTS-END-DT-YYMMD (3:2) < 04
  MOVE 1 TO RCTS-QUARTER-CODE
ELSE
  IF RCTS-END-DT-YYMMD (3:2) < 07
    MOVE 2 TO RCTS-QUARTER-CODE
  ELSE
    IF RCTS-END-DT-YYMMD (3:2) < 10
      MOVE 3 TO RCTS-QUARTER-CODE
    ELSE
      MOVE 4 TO RCTS-QUARTER-CODE
    END-IF
  END-IF
END-IF.

Insert this code in its place:

MOVE SCR-CURRCYCLE-QTR TO RCTS-QUARTER-CODE

4 Unit Testing Requirements

Unit testing must verify that rush checks created during the “end of quarter problem time window” correctly update the quarterly accumulator for California taxable wages (GTN is 012). This will include:

Using unmodified base programs reproduce the problem:

- Run PPP130 in quarter mode. Verify result - that DBL GTN 012 are all zero (or don’t exist?)
- Create OPT1 rush checks with CA State taxes withheld. Determine the content of XC1T-QTR-CD (see PPRCNET) in column TRANSACTION_IMAGE using SELECT * FROM <schema>.PPPABD WHERE TRANSACTION_CODE = 'R1';
- If needed, modify XC1T-QTR-CD to be the prior quarter
- Run PPRCABEY
- Run a compute processing the transactions unloaded by PPRCABEY
- Verify that DBL GTN 012 was not updated

Using modified base programs test the corrected process:

- Run PPP130 in quarter mode. Verify result - that DBL GTN 012 are all zero (or don’t exist?)
- Create OPT1 rush checks with CA State taxes withheld. Determine the content of XC1T-QTR-CD (see PPRCNET) in column TRANSACTION_IMAGE using SELECT * FROM <schema>.PPPABD WHERE TRANSACTION_CODE = 'R1';
- Verify that XC1T-QTR-CD to be the current processing quarter set by PPP130 (see SCR-CURRCYCLE-QTR)
- Run PPRCABEY
- Run a compute processing the transactions unloaded by PPRCABEY
- Verify that DBL GTN 012 was updated
- Run PPP600. Verify that the CA State taxes for your rush check is correct on report PPP6004 as well as in the file that goes to the state.