

Business Requirements Document

SR101401 - FY2016-2017 OPEB Rate Adjustment

Information Technology Services

Office of the President

Document Information

Document Attributes	Information
ID	SR101401
Owner	Payroll Coordination
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Revision History

Version	Issue Date	Changes
1.0		Initial Draft
1.1	6/1/2016	Included UPAY and Protrack

Document Approvals

Role	Name	Signature	Date
Associate Vice President & Systemwide Controller	Peggy Arrivas		

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1 Overview

The rate for the University's Other Postemployment Benefits (OPEB) has changed for Fiscal Year (FY) 2016/2017. The **OPEB** rate for FY16/17 is \$2.93. The rate was announced in the letter from CFO Nathan Brostrom dated May 19, 2016.

The Benefit Admin Rate remains at \$0.17 for FY 16/17.

1.1 Background

The University's Other Postemployment Benefits (OPEB) are Postemployment benefits that an employee will begin to receive at the start of retirement. This does not include pension benefits paid to the retired employee.

1.2 Objectives

Update the PPS System Parameter Table with the Other Postemployment Benefits Rate (OPEB) for FY 16/17. The new rate is \$2.93.

1.3 Related Projects & Dependencies

None.

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1.4 Stakeholders

Acronym	Description	Role
*	Authorize	Has ultimate signing authority for any changes to the document
R	Responsible	Responsible for creating this document
A	Accountable	Accountable for accuracy of this document (e.g. project manager)
S	Supports	Provides supporting services in the production of this document
C	Consulted	Provides input
I	Informed	Must be informed of any changes

Name	Position	*	R	A	S	C	I
Marcia Johnson	Sr. Admin. Analyst		X				X
John Barrett	Director			X	X	X	X
Jaime Espinoza	Principal Analyst					X	
Peggy Arrivas	Controller	X					

1.5 Proposed Strategy

The System Parameter Table must be updated with the new rate. The change must be available for campuses to update the tables after the processing of June 2016 earnings but prior to payment of July 2016 earnings.

	<u>Pay Begin</u>	<u>Pay End</u>	<u>Pay Date</u>
BW	June 19, 2016	July 2, 2016	July 13, 2016
MO	July 1, 2016	July 31, 2016	August 1, 2016

See Attachment A - UPAY 559

1.6 Glossary

Term	Description
OPEB	Other Postemployment Benefits
FY	Fiscal Year

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2 Product/Solution Scope

Parameter Table Change.

2.1 Included in Scope

2.2 Excluded from Scope

2.3 Assumptions & Constraints

2.4 Outstanding Items

ID	Description

3 Business Services and Processes

N/A

4 Business Rules

N/A

5 Business Requirements

Update System Parameter Table

5.1 User Requirements

5.2 Functional Requirements

Req ID	Requirement Type	Requirement Description	Priority [L/M/H]	Comments
R001	Control Table	Update System Parameter table per attached UPAY form	H	

6 Non-Functional Requirements

N/A

7 External References

N/A

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UC HR/BENEFITS - INFORMATION SYSTEMS SUPPORT

SERVICE REQUEST
UISAS 160 (R 7/94)

DATE
05/25/2016

DATE/CYCLE DUE

PERSON AUTHORIZING REQUEST Peggy Arrivas	SYSTEMS CONTACT
DEPARTMENT Payroll Coordination and Tax Services	RECHARGE NO.
REQUESTOR Marcia Johnson	SYSTEMS/FILES/PROGRAMS

RETRIEVAL/SYSTEM MODIFICATION: Description of Request

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PRODUCTION RUN			
SYSTEM	EFFECTIVE DATE OF INFORMATION	TYPE OF RUN	TYPE OF OUTPUT

RETRIEVAL/PRODUCTION RUN

DISTRIBUTION OF OUTPUT INSTRUCTIONS: (FOR RETRIEVAL REQUESTS, INCLUDE LONG TERM FILE RETENTION INSTRUCTIONS IF APPROPRIATE)

IS&AS USE ONLY

DATE RECEIVED	REVISED DUE DATE	DATE COMPLETED	COMPLETED BY	COMPUTING TIME/CHARGES	STAFF TIME/CHARGES	CRN	JOB NAME
COMMENTS:							
ESTIMATE INFORMATION		COMPLETION DATE	STAFF HOURS	COMPUTING COSTS	TOTAL COSTS		
			\$	\$	\$		

APPROVAL TO PROCEED BASED ON ESTIMATE	<i>Peggy Arrivas</i> (SIGNATURE)	5/25/16	<i>Peggy Arrivas, ANP Systemwide Controller</i> (NAME, TITLE, ADDRESS)
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