

**August 2001
HRIS Follow-up Task Report**

Return completed document to Judy.Thai@ucop.edu by August 30, 2001

ITEM #: 12	Enhance data collected for separating employees.
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Team #: 4	Reported by: Pearl Trinidad, UCSD
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Definition Statement:

31-1: Expand and enhance current data and field values maintained and retained by PPS.

31-3: Maintain and archive separated employees' historical file based on a user designated elapsed period of time.

31-4: Track retirement options selected by employee.

There is a need to capture and retain additional separation information in PPS. This information is needed in order to track data and report it appropriately. Additionally, retirement options such as the election of an annuity or lump sum payout and the disposition of these funds must be maintained in the system. This information is critical as ratified contracts continue to have retroactive rate adjustments that affect prospective annuities and/or lump sum payouts.

Re-engineering Required? Y/N: No

Size/Scope (person months)	Small < 1 month	Medium 1-3 months	Large 3-6 months	Extra Large > 6 months	Super Size > 1 Year
Requirements Definition & Development		31-1	31-3 31-4		
Programming		31-1	31-3 31-4		
Campus Implementation			31-3 Campus Notification and Information. 31-4 Campus Notification and Information	31-1 Campus Training	

(Numbers refer to Appendix H numbering)

Comments/Risk Factors:

31-1 Considerations Include:

- The migration of data from various shadow systems into P/PS.
- Many of the fields are already in P/PS; the programming effort for the additional items should be medium.
- Campus implementation may be extended if users are not currently using the data fields and are unaware of the value needed.

31-3 Considerations Include:

- Determination whether this will be part of P/PS History. If the current P/PS History can be used, the programming effort may be medium; otherwise, it may be large.
- Strategy for campuses who do not use PPS History.

31-4 Considerations Include:

- Programming may be large if we must collect retirement payout elections from all retiring employees; it may be more cost-effective to get the (accurate) data from UCRP only as needed.
- Campus implementation may be extended if users are not currently using the data fields and are unaware of the value needed. Users will need to be able to acquire information directly from the employees who may consider this information as personal.