



OFFICE OF THE SENIOR VICE PRESIDENT —  
BUSINESS AND FINANCE

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January 24, 2003

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Re:	Release:	1461
	Service Requests:	80333
	Programs:	PPP770
	CICS Programs	None
	Copymembers:	CPWSUNFL
	Include Members:	None
	DDL Members:	None
	Bind Members:	None
	CICS Maps:	None
	Forms:	UPAY895
	Table Updates:	System Messages Table
	Urgency:	Date-Mandated (see Timing of Installation)

This release addresses the following service request:

**Service Request 80333**

**Unified Union Reporting Process:**

Currently, the existing Annual Union Reporting File contains the full data of all employees in the appropriate exclusively represented bargaining units. A record type value of "A" is recorded on all Union Reporting records to signify an "Added" type action. The Weekly Union Reporting File contains changes to the employee's EDB data since last reported. The record types on the existing once-per-week Weekly Union Reporting File contain record type values of "A", "C", or "D" to signify either an "Added", "Changed", or "Deleted" type action respectively.

The Labor Relations Unit has requested that the existing production of the once-per-year Annual Union Reporting File with subsequent weekly files containing weekly updates be changed to a once-per-month Monthly Union Reporting File with existing subsequent weekly files containing weekly updates thereafter for the remainder of the particular month.

It is asked that the Unified Union Reporting process in the Payroll Personnel System (PPS) be changed to produce from a once-per-year Annual Union Reporting File to a once-per-month Monthly Union Reporting File. No changes are required in the production of the existing once-per-week Weekly Union Reporting File. The Monthly Union Reporting File should be produced for the first week of each new month. If the employee's EDB data has not changed since last reported (compared against the employee's history record), a Union Reporting record should be produced containing the full data with a record type action of "U" to signify an "Unchanged" type action. However, if the employee's EDB data has changed since last reported, a Union Reporting record should be produced

containing partial data for record type action of either "C" or "D", or a Union Reporting record containing full data for a record type action of "A".

To summarize, the Monthly Union Reporting File should be produced for the first week of the new month, and a Weekly Union Reporting File should be produced for each subsequent week thereafter for the remainder of the month. If a run type option of "Monthly" is specified on the specification record, the Monthly Union Reporting File should contain records marked with record type action of either "A", "C", or "D" to signify changes to the employee's EDB data since last reported, and a record type action of "U" to signify no changes to the employee's EDB data since last reported. If a run type option of "Weekly" is specified on the Specification record, the Weekly Union Reporting File should be produced. No program changes are required for the production of the Weekly Union Reporting File.

## **Programs**

### **PPP770**

Prior to the changes made to PPP770, this program produced the Annual Union Reporting File and Weekly Union Reporting File on a once-per-year basis and once-per-week basis respectively.

All reference made to an "Annual File Processing" has been removed. The Specification Record has been changed such that the "Annual" Union Reporting option on a unit-by-unit basis has been removed. Run Type options of "MONTHLY", "WEEKLY", and "REPLACE" have been added to the Specification record.

Edits have been added to edit the run type options entered on the Specification record. If the run type option of either "WEEKLY", "MONTHLY", or "REPLACE" is not entered or invalid, an appropriate error message is issued. In addition, if a run type option of "REPLACE" is entered, the History File Input option of 'N' must be entered. Otherwise, an appropriate error message is issued. The edit associated with the "Annual" File Processing on a unit-by-unit basis has been removed.

When the union reporting process was strictly a monthly union reporting process only, the date on the System Control Record (SCR Current Date) was used to determine whether the employee's appointment in the unit is active or whether the employee is a new hire or a transfer-in into the unit. However, when the monthly reporting process became a weekly union reporting process, the SCR Current Date was not replaced with the actual current date. Logic has been changed such that the actual current date replaces the SCR Current Date used to determine whether the employee's appointment is active. To determine whether the employee is a new hire or a transfer-in into the unit, 60 days is subtracted from the actual current date. The intermediate result is used to determine whether the employee is newly hired or transfer-in. If the employee's Hire Date is later than or equal to the intermediate result, the employee is reported as newly hired on the Union Reporting record. Otherwise the employee is reported as a transfer-in on the Union Reporting record.

Logic has been added to look at the run type option on the Specification record. If the run type option of "MONTHLY" is specified, and the employee's current EDB data has not changed when compared to the data on the history record since last reported, a Union Reporting record is produced containing full data and marked with a record type action of "U" (unchanged). The employee's existing history record is not changed. If the run type option of "MONTHLY" is specified, and the employee's current EDB data has changed when compared to the data on the history record since last reported, existing logic produces the Union Reporting record containing the appropriate data and marked with the appropriate record type action of either "A", "C", or "D". In addition, the employee's history record is updated with the changed data. It is noted that no program changes are required to produce the employee's Union Reporting record when the employee's current EDB data has changed when compared to the data on the history record since last reported.

If the run type option of "WEEKLY" is specified, existing logic produces the Weekly Union Reporting File. No program changes are required to produce the Weekly Union Reporting File.

If the run type option of “**REPLACE**” is specified, similar to the old “Annual” File processing the old Employee History File is completely replaced with a new Employee History File. All records on the Union Reporting File are marked as “A” (Added) type records, and a description of “REPLACEMNT FL” in columns 19 through 31 of each record.

### **Copymember**

#### **CPWSUNFL**

Currently, this copymember contains the record structure of the Unified Union Reporting record.

An 88 level field and value of “U” to signify “unchanged” have been included in the list of valid record type actions. This specific change does not change the existing length of the Union Reporting record.

### **Form**

#### **UPAY895**

This form has been changed to allow for the specific run type options of “WEEKLY”, “MONTHLY”, or “REPLACE”. The specification of the production of an “Annual” file on a unit-by-unit basis has been removed. The Monthly File designation has replaced the Annual File designation.

A run type of “**MONTHLY**” must be specified for the production of the Union Reporting File beginning with the first week of the new month. A run type of “**WEEKLY**” must be specified to produce a Weekly Union Reporting File for each subsequent week thereafter for the remainder of the month. For example, to produce the Monthly Union Reporting File for the first week of the month of February, the run type option of “MONTHLY” is entered in positions 13 through 19. A run type option of “WEEKLY” to produce the Weekly Union Reporting File is entered in positions 13 through 19 for each subsequent week thereafter for the remainder of February.

The run type option of “**REPLACE**” is similar to the “Annual” File processing where the old Employee History File is completely replaced with a new Employee History File. All records on the Union Reporting File are marked as “A” (Added) type records, and a description of “REPLACEMNT FL” in columns 19 through 31 of each Union Reporting record. Thus, the run type option of “REPLACE” should only be requested when the old Employee History File has become totally corrupted or lost.

### **Table Updates**

#### **System Messages Table**

The message texts for existing messages 77-003 and 77-005 have been modified. New messages 77-021, 77-022, and 77023 have been added to the System Messages Table.

### **Test Plan**

An installation Test Plan is provided with this release.

### **Installation Instructions**

1. Modify and install the following copymember.

<b>Copy Member</b>	<b>Installed?</b>
CPWSUNFL	

## 2. Program Preparation

Note: At UCOP, all COBOL programs pass through the DB2 pre-compiler, whether or not the program contains embedded SQL, to resolve INCLUDE references. Your site may have different requirements.

Note: "DUAL" programs must be compiled twice and linked into batch and online libraries ("LOADLIB" and "OLOADLIB" respectively), and DUAL-ONLINE programs must be compiled once only and linked into the online library. "CICS" programs must be CICS pre-compiled and compiled once and linked into OLOADLIB. "BATCH" programs must be compiled once and linked into the batch LOADLIB only.

- a) Install, compile, and link the *modified* programs listed in Table 1

Program Name	DB2?	Compile	Package Bind?	Done?
PPP770	Yes	Batch	No	

**Table 1**

3. Bind the Plans listed in Table 2:

Plan Name	Done?
PPP770	

**Table 2**

4. Testing

Perform installation verification testing as described in the Test Plan.

Perform any desired additional campus testing.

5. Install Control Table (CTL) updates into production.

Execute **PPP854** to split the transactions supplied in the following release CARDLIB files into separate VSAM and DB2 Transaction Files for processing in PPP010 (DD CTVSAMO) and PPP004 (DD CTLDB2O) to update the production Processing Group Table. The release JCL (RUN854) provided from Release 1401 can be used as an example. *Note that as of Release 1460, PPP851 updates only those DB2 Control Tables currently not defined on the PPPTOT Table.*

- System Messages Table

Use the transactions in PAYDIST.R1461.CARDLIB(MSGROD), or key from the provided facsimile UPAY554 form. These transactions may be used both for testing and production, with the approval of your campus Payroll Manager.

6. Place modified objects in production.

### **Timing of Installation**

The installation of this release is Date-Mandated.

This release must be installed *after* the weekly January 27, 2003 Single Union Reporting File have already been produced by PPP770 and *before* the next scheduled February 3, 2003 Single Union Reporting File is produced.

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Beginning with the first scheduled February 3, 2003 run of the month, the Run Specification record should contain the following values to produce the Monthly Union Reporting File. Positions 1 through 11 contain the Program ID, position 12 contains the History File Input option, and positions 13 through 19 contain the run type option.

```
1-----19  
PPP770-SPECYMONTHLY
```

For subsequent weekly runs scheduled for the remainder of February, the run specification record should contain "PPP770-**WEEKLY**" to produce the Weekly Union Reporting File.

If there are any questions, please send electronic mail to Jackson.Quan@ucop.edu, or call at (510) 987-0464.

Jackson Quan

cc: Jerry Wilcox