

**Test Plan**  
**RELEASE 1461**

**Union Reporting Changes**

January 24, 2003

Information Systems & Computing  
Office of the President  
University of California

Table of Contents

<b>TESTING OVERVIEW.....</b>	<b>1</b>
<b>CONTROL TABLE (CTL) INITIAL LOAD (LOADCTL).....</b>	<b>2</b>
<b>EMPLOYEE DATA BASE (EDB) INITIAL LOAD (LOADEDDB).....</b>	<b>3</b>
<b>WEEKLY UNION REPORTING PROCESS (RUN770W4).....</b>	<b>4</b>
<b>EMPLOYEE DATA BASE (EDB) LOAD (LOADEDDB2) .....</b>	<b>8</b>
<b>MONTHLY UNION REPORTING PROCESS (RUN770W1).....</b>	<b>9</b>
<b>EMPLOYEE DATA BASE (EDB) LOAD (LOADEDDB3) .....</b>	<b>13</b>
<b>WEEKLY UNION REPORTING PROCESS (RUN770W2).....</b>	<b>14</b>

## **Testing Overview**

This test plan addresses the test runs and cases constructed to verify the correct installation of Release 1461. The test is made up of the following components:

1. Control Table Data Base (CTL) Initial Load (LOADCTL)
2. Employee Data Base (EDB) Initial Load (LOADEDDB)
3. Weekly Union Reporting Process (RUN770W4)
4. Employee Data Base (EDB) Load (LOADEDDB2)
5. Monthly Union Reporting Process (RUN770W1)
6. Employee Data Base (EDB) Load (LOADEDDB3)
7. Weekly Union Reporting Process (RUN770W2)

## **CONTROL TABLE (CTL) INITIAL LOAD (LOADCTL)**

### **Description**

This job loads the DB2 CTL database.

### **Verification**

Ensure that the DB2 CTL has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the data base. The members in PDS UDB2CTL already reflect the updates applied to the DB2 Control tables.

## **EMPLOYEE DATA BASE (EDB) INITIAL LOAD (LOADEDDB)**

### **Description**

This job loads the EDB database.

### **Verification**

In order to assure successful completion of this job, verify that the EDB has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the data base.

## Weekly Union Reporting Process (RUN770W4)

### Description

This job produces the Weekly Union Reporting File for the *last week* of the month of *January*.

The Specification record contains a run type option of 'WEEKLY' in columns 13 through 19. An input Employee History File is required for this run; a value of 'Y' is entered in column 12 of the Specification record.

### Verification

The test results are dependent upon the actual current date the job is run. Therefore, the actual current date must be manipulated via Xpediter in program PPP770. Test PPP770 using the following steps:

- 1) Compile PPP770 to provide a source listing for use by Xpediter, or other interactive tool.
- 2) Select option XP on the main TSO menu.
- 3) Select option 3.
- 4) Enter RUN770W4 as the JCL member to execute and define PPP770 as the program you wish to test interactively.
- 5) In the PPP770 source put the STOP '**B**' in the following line located in section 10000-GENERAL-INITIALIZATION:

```
*****
*   Get today's date for date comparison against employee Hire   *
*   Dates, Separation Dates, and Appointment Begin dates.       *
*****
.
.
.
B   MOVE PRE-EDIT-DATE      TO XDC3-STD-DATE.
      PERFORM XDC3-CONVERT-STD-TO-ISO.
      MOVE XDC3-ISO-DATE TO WS-TODAYS-ISO-DATE.

      PERFORM XDC3-CONVERT-ISO-TO-LILIAN.
      SUBTRACT 60 FROM XDC3-LILIAN-DATE.
      PERFORM XDC3-CONVERT-LILIAN-TO-ISO.
```

- 6) Type **GO**, and hit ENTER.

- 7) Type **KEEP PRE-EDIT-DATE** on the command line, and change the current date to **030127 (January 27, 2003)**.
- 8) Type **GO**, and hit ENTER.
- 9) TYPE **EXIT** when execution has stopped.

Verify that the following records have been added to the current Employee History File (**UNHISW4**):

- **Record 2 Employee ID 000050078 (DE DARK,ALFREDO)**

Positions 1 through 2 = '03' (Campus Code)

Positions 4 through 5 = 'BX' (Bargaining Unit Code)

Positions 7 through 15 = '000050078' (Employee ID)

Positions 16 through 25 = 'xx/xx/xxxx' (Process Date), where 'xx/xx/xxxx' is the actual date  
PPP770 is run.

- **Record 4 Employee ID 999888502 (HOWSER, HELSICK BON-BON)**

Positions 1 through 2 = '03' (Campus Code)

Positions 4 through 5 = 'BX' (Bargaining Unit Code)

Positions 7 through 15 = '999888502' (Employee ID)

Positions 16 through 25 = 'xx/xx/xxxx' (Process Date), where 'xx/xx/xxxx' is the actual date  
PPP770 is run.

- **Record 5 Employee ID 999888503 (SUMMER, CURTIS VON-VON)**

Positions 1 through 2 = '03' (Campus Code)

Positions 4 through 5 = 'BX' (Bargaining Unit Code)

Positions 7 through 15 = '999888503' (Employee ID)

Positions 16 through 25 = 'xx/xx/xxxx' (Process Date), where 'xx/xx/xxxx' is the actual date  
PPP770 is run.

Verify that the following record contains the changed data in the Employee History File (**UNHISW4**):

- **Record 7 Employee ID 000050078 (DE DARK, ALFREDO)**

Position 461 = 'F' (Deduction Indicator of 'F' = Agency Fee Deduction).

The Employee History record from the previous run contained a value of 'C' in position 461.

Verify the data for the following records in the Weekly Reporting File (**UNFACTW4**):

Final  
January 24, 2003

Note that the cutoff date used to determine whether the employee is *newly-hired* or a *transfer-in* is calculated as follows:

60 days is subtracted from current date of January 27, 2003. The calculated cutoff date is November 28, 2002. Therefore, if an employee's Hire Date is later than November 28, 2002, the employee is considered to be newly-hired. Otherwise the employee is a transfer-in.

- **Record 2 Employee ID 000050078 (DE DARK,ALFREDO)**

Position 01 = 'A' (Record Type Action)

Positions 3 through 4 = '03' (Campus Code)

Positions 6 through 7 = 'BX' (Bargaining Unit Code)

Positions 9 through 17 = '000050078' (Employee ID)

Positions 19 through 31 = 'TRANSFER IN' (Action Description). Employee' Hire Date is 07/01/86 which is prior to the cutoff date of November 28, 2002.

For a Record Type Action of 'A', ensure that the rest of the data on the record are completely reported.

- **Record 3 Employee ID 999888502 (HOWSER, HELSICK BON-BON)**

Position 01 = 'A' (Record Type Action)

Positions 3 through 4 = '03' (Campus Code)

Positions 6 through 7 = 'BX' (Bargaining Unit Code)

Positions 9 through 17 = '999888502' (Employee ID)

Positions 19 through 31 = 'NEW HIRE' (Action Description). ). Employee' Hire Date is 11/30/02 which is later than the cutoff date of November 28, 2002.

For a Record Type Action of 'A', ensure that the rest of the data on the record are completely reported.

- **Record 4 Employee ID 999888503 (SUMMER, CURTIS VON-VON)**

Position 01 = 'A' (Record Type Action)

Positions 3 through 4 = '03' (Campus Code)

Positions 6 through 7 = 'BX' (Bargaining Unit Code)

Positions 9 through 17 = '999888503' (Employee ID)

Positions 19 through 31 = 'TRANSFER IN' (Action Description). ). Employee' Hire Date is 11/28/02 which is prior to the cutoff date of November 28, 2002.

For a Record Type Action of 'A', ensure that the rest of the data on the record are completely reported.

- **Record 7 Employee ID 000050078**

Final  
January 24, 2003

Position 01 = 'C' (Record Type Action)  
Positions 3 through 4 = '03' (Campus Code)  
Positions 6 through 7 = 'CX' (Bargaining Unit Code)  
Positions 9 through 17 = '000050078' (Employee ID)  
Positions 19 through 31 = 'OTHER CHANGE' (Action Description)  
Position 468 = 'F' (Deduction Indicator)

For a Record Type Action of 'A', ensure that the rest of the data on the record are completely reported.

## **EMPLOYEE DATA BASE (EDB) LOAD (LOADEDDB2)**

### **Description**

This job loads the EDB database for testing the Monthly Union Reporting Process.

### **Verification**

In order to assure successful completion of this job, verify that the EDB has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the data base.

## Monthly Union Reporting Process (RUN770W1)

### Description

This job produces the Monthly Union Reporting File for the *first week* of the new month *February*.

The Specification record contains a run type option of 'MONTHLY' in columns 13 through 19. An input Employee History File is required for this run; a value of 'Y' is entered in column 12 of the Specification record.

### Verification

The test results are dependent upon the actual current date the job is run. Therefore, the actual current date must be manipulated via Xpediter in program PPP770. Test PPP770 using the following steps:

- 1) Select option XP on the main TSO menu.
- 2) Select option 3.
- 3) Enter RUN770W4 as the JCL member to execute and define PPP770 as the program you wish to test interactively.
- 4) In the PPP770 source put the STOP '**B**' in the following line located in section 10000-GENERAL-INITIALIZATION:

```
*****
*   Get today's date for date comparison against employee Hire   *
*   Dates, Separation Dates, and Appointment Begin dates.      *
*****
.
.
B  MOVE PRE-EDIT-DATE      TO XDC3-STD-DATE.
      PERFORM XDC3-CONVERT-STD-TO-ISO.
      MOVE XDC3-ISO-DATE TO WS-TODAYS-ISO-DATE.

      PERFORM XDC3-CONVERT-ISO-TO-LILIAN.
      SUBTRACT 60 FROM XDC3-LILIAN-DATE.
      PERFORM XDC3-CONVERT-LILIAN-TO-ISO.
```

- 5) Type **GO**, and hit ENTER.
- 6) Type **KEEP PRE-EDIT-DATE** on the command line, and change the current date to **030203 (February 3, 2003)**.

- 7) Type **GO**, and hit ENTER.
- 8) TYPE **EXIT** when execution has stopped.

Verify the data on the Monthly Union Reporting File for the following Employee ID:

The following Employee IDs on the updated Employee History File (**UNHISW1**) have no changes to their data in this run:

- **Record 2 Employee ID 000050078 (DE DARK,ALFREDO)**

Positions 1 through 2 = '03' (Campus Code)  
Positions 4 through 5 = 'BX' (Bargaining Unit Code)  
Positions 7 through 15 = '000050078' (Employee ID)

- **Record 3 Employee ID 999888500 (CARTER, HELENA BONHAM)**

Positions 1 through 2 = '03' (Campus Code)  
Positions 4 through 5 = 'BX' (Bargaining Unit Code)  
Positions 7 through 15 = '999888500' (Employee ID)

- **Record 4 Employee ID 999888502 (HOWSER, HELSICK BON-BON)**

Positions 1 through 2 = '03' (Campus Code)  
Positions 4 through 5 = 'BX' (Bargaining Unit Code)  
Positions 7 through 15 = '999888502' (Employee ID)

- **Record 5 Employee ID 999888503 (SUMMER, CURTIS VON-VON)**

Positions 1 through 2 = '03' (Campus Code)  
Positions 4 through 5 = 'BX' (Bargaining Unit Code)  
Positions 7 through 15 = '999888503' (Employee ID)

Verify that the following records have been added to the updated Employee History File (**UNHISW1**):

- **Record 6 Employee ID 999888505 (HOWSER, HELSICK BON-BON)**

Positions 1 through 2 = '03' (Campus Code)  
Positions 4 through 5 = 'BX' (Bargaining Unit Code)  
Positions 7 through 15 = '999888505' (Employee ID)  
Positions 16 through 25 = 'xx/xx/xxxx' (Process Date), where 'xx/xx/xxxx' is the actual date PPP770 is run.

Note that there is no history record for Employee ID 111111111 (JOHNSON, MALCOM P); this employee is separated, and the old history record is deleted from the Employee History File (Verify that a 'D' record type action is recorded on the Weekly Union Reporting File (*See records 14 and 183*)).

Verify the data for the following records in the Weekly Reporting File (UNFACTW4):

Note that the cutoff date used to determine whether the employee is *newly-hired* or a *transfer-in* is calculated as follows:

60 days is subtracted from current date of February 3, 2003. The calculated cutoff date is December 5, 2002. Therefore, if an employee's Hire Date is later than December 5, 2002, the employee is considered to be newly-hired. Otherwise the employee is a transfer-in.

- **Record 2 Employee ID 000050078 (DE DARK,ALFREDO)**

Position 01 = 'U' (Record Type Action)  
Positions 3 through 4 = '03' (Campus Code)  
Positions 6 through 7 = 'BX' (Bargaining Unit Code)  
Positions 9 through 17 = '000050078' (Employee ID)  
Positions 19 through 31 = 'MNTHLY-NO CHG' (Description)

For a Record Type Action of 'U', ensure that the rest of the data on the record are completely reported. There should be no changes in the data since last reported.

- **Record 3 Employee ID 999888500 (CARTER, HELENA BONHAM)**

Position 01 = 'U' (Record Type Action)  
Positions 3 through 4 = '03' (Campus Code)  
Positions 6 through 7 = 'BX' (Bargaining Unit Code)  
Positions 9 through 17 = '999888500' (Employee ID)  
Positions 19 through 31 = 'MNTHLY-NO CHG' (Description)

For a Record Type Action of 'U', ensure that the rest of the data on the record are completely reported. There should be no changes in the data since last reported.

- **Record 4 Employee ID 999888502 (HOWSER, HELSICK BON-BON)**

Position 01 = 'U' (Record Type Action)  
Positions 3 through 4 = '03' (Campus Code)  
Positions 6 through 7 = 'BX' (Bargaining Unit Code)  
Positions 9 through 17 = '999888502' (Employee ID)  
Positions 19 through 31 = 'MNTHLY-NO CHG' (Description)

For a Record Type Action of 'U', ensure that the rest of the data on the record are completely reported. There should be no changes in the data since last reported.

- **Record 5 Employee ID 999888503 (SUMMER, CURTIS VON-VON)**

Position 01 = 'U' (Record Type Action)  
Positions 3 through 4 = '03' (Campus Code)  
Positions 6 through 7 = 'BX' (Bargaining Unit Code)  
Positions 9 through 17 = '999888503' (Employee ID)  
Positions 19 through 31 = 'MNTHLY-NO CHG' (Description)

For a Record Type Action of 'U', ensure that the rest of the data on the record are completely reported. There should be no changes in the data since last reported.

- **Record 6 Employee ID 999888505 (HOWSER, HELSICK BON-BON)**

Position 01 = 'A' (Record Type Action)  
Positions 3 through 4 = '03' (Campus Code)  
Positions 6 through 7 = 'BX' (Bargaining Unit Code)  
Positions 9 through 17 = '999888505' (Employee ID)  
Positions 19 through 31 = 'TRANSFER IN' (Action Description) - Employee' Hire Date is 11/01/02 which is prior to the cutoff date of December 5, 2002.

For a Record Type Action of 'A', ensure that the rest of the data on the record are completely reported.

- **Record 14 Employee ID 111111111 (JOHNSON, MALCOM P)**

Position 01 = 'D' (Record Type Action)  
Positions 3 through 4 = '03' (Campus Code)  
Positions 6 through 7 = 'CX' (Bargaining Unit Code)  
Positions 9 through 17 = '111111111' (Employee ID)  
Positions 19 through 31 = 'SEPARATION' (Action Description)  
Positions 426 through 435 = '2003-01-01' (Separation Date)

- **Record 183 Employee ID 111111111 (JOHNSON, MALCOM P)**

Position 01 = 'D' (Record Type Action)  
Positions 3 through 4 = '03' (Campus Code)  
Positions 6 through 7 = 'NX' (Bargaining Unit Code)  
Positions 9 through 17 = '111111111' (Employee ID)  
Positions 19 through 31 = 'SEPARATION' (Action Description)  
Positions 426 through 435 = '2003-01-01' (Separation Date)

## **EMPLOYEE DATA BASE (EDB) LOAD (LOADEDDB3)**

### **Description**

This job loads the EDB database for testing the Weekly Union Reporting Process.

### **Verification**

In order to assure successful completion of this job, verify that the EDB has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the data base.

## Weekly Union Reporting Process (RUN770W2)

### Description

This job produces the subsequent Weekly Union Reporting File for the **second week** of *February*.

The Specification record contains a run type option of 'WEEKLY' in columns 13 through 19. An input Employee History File is required for this run; a value of 'Y' is entered in column 12 of the Specification record.

### Verification

The test results are dependent upon the actual current date the job is run. Therefore, the actual current date must be manipulated via Xpediter in program PPP770. Test PPP770 using the following steps:

- 1) Select option XP on the main TSO menu.
- 2) Select option 3.
- 3) Enter RUN770W4 as the JCL member to execute and define PPP770 as the program you wish to test interactively.
- 4) In the PPP770 source put the STOP '**B**' in the following line located in section 10000-GENERAL-INITIALIZATION:

```
*****
*   Get today's date for date comparison against employee Hire *
*   Dates, Separation Dates, and Appointment Begin dates.   *
*****
.
.
.
B   MOVE PRE-EDIT-DATE    TO XDC3-STD-DATE.
      PERFORM XDC3-CONVERT-STD-TO-ISO.
      MOVE XDC3-ISO-DATE TO WS-TODAYS-ISO-DATE.

      PERFORM XDC3-CONVERT-ISO-TO-LILIAN.
      SUBTRACT 60 FROM XDC3-LILIAN-DATE.
      PERFORM XDC3-CONVERT-LILIAN-TO-ISO.
```

- 5) Type **GO**, and hit ENTER.
- 6) Type **KEEP PRE-EDIT-DATE** on the command line, and change the current date to **030210 (February 10, 2003)**.

Final  
January 24, 2003

- 7) Type **GO**, and hit ENTER.
- 8) TYPE **EXIT** when execution has stopped.

Verify the data on the Weekly Union Reporting File for the following Employee ID:

Note that the cutoff date used to determine whether the employee is *newly-hired* or a *transfer-in* is calculated as follows:

60 days is subtracted from current date of February 10, 2003. The calculated cutoff date is December 12, 2002. Therefore, if an employee's Hire Date is later than December 12, 2002, the employee is considered to be newly-hired. Otherwise the employee is a transfer-in.

Verify that the following records have been added to the current Employee History File (**UNHISW2**):

- **Record 7 Employee ID 000050054 (BROTHERS, WARNER)**

Positions 1 through 2 = '03' (Campus Code)

Positions 4 through 5 = 'CX' (Bargaining Unit Code)

Positions 7 through 15 = '000050054' (Employee ID)

Positions 16 through 25 = 'xx/xx/xxxx' (Process Date), where 'xx/xx/xxxx' is the actual date PPP770 is run.

Positions 420 through 428 = '2003-03-01' (Separation Date)

- **Record 138 Employee ID 999888507 (CLASER, CHESTER DON)**

Positions 1 through 2 = '03' (Campus Code)

Positions 4 through 5 = 'CX' (Bargaining Unit Code)

Positions 7 through 15 = '999888507' (Employee ID)

Positions 16 through 25 = 'xx/xx/xxxx' (Process Date), where 'xx/xx/xxxx' is the actual date PPP770 is run.

Verify that the following record is not on the updated Employee History File (**UNHISW2**):

- **Employee ID 701000001 (MONTGOMERY, JACK P)**

Verify that this Employee ID is not on the updated Employee History File. The employee has transferred out of the 'CX' unit.

Verify the data for the following records in the Weekly Reporting File (**UNFACTW2**):

Note that the cutoff date used to determine whether the employee is *newly-hired* or a *transfer-in* is calculated as follows:

60 days is subtracted from current date of February 10, 2003. The calculated cutoff date is December 12, 2002. Therefore, if an employee's Hire Date is later than December 12, 2002, the employee is considered to be newly-hired. Otherwise the employee is a transfer-in.

- **Record 4 Employee ID 000050054 (BROTHERS, WARNER)**

Position 01 = 'C' (Record Type Action)  
Positions 3 through 4 = '03' (Campus Code)

Positions 6 through 7 = 'CX' (Bargaining Unit Code)  
Positions 9 through 17 = '000050054' (Employee ID)

Positions 426 through 435 = '2003-03-01' (A future Separation Date). When the employee's Employment Status changes from 'A' to 'S', the Union Reporting process will produce a union update record containing a record type action of 'D' (Delete). For this run, since the Employment Status is still 'A', a Union Reporting record containing a record type action of 'C' is produced.

- **Record 5 Employee ID 701000001 (MONTGOMERY, JACK P)**

Position 01 = 'D' (Record Type Action)  
Positions 3 through 4 = '03' (Campus Code)  
Positions 6 through 7 = 'CX' (Bargaining Unit Code)  
Positions 9 through 17 = '701000001' (Employee ID)

Positions 19 through 31 = 'TRANSFER OUT' (Action Description), Employee's Appointment End Date is 02/09/03, which is prior to the current date of 02/10/2003.

- **Record 6 Employee ID 999888507 (CLASER, CHESTER DON)**

Position 01 = 'A' (Record Type Action)  
Positions 3 through 4 = '03' (Campus Code)  
Positions 6 through 7 = 'CX' (Bargaining Unit Code)  
Positions 9 through 17 = '999888507' (Employee ID)

Positions 19 through 31 = 'TRANSFER IN' (Action Description). Employee' Hire Date is 11/30/02 which is prior to the cutoff date of December 12, 2002.

For a Record Type Action of 'A', ensure that the rest of the data on the record are completely reported.