



OFFICE OF THE SENIOR VICE PRESIDENT —
BUSINESS AND FINANCE

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Re:	Release:	1513
	Service Request:	80335
	Error Reports	None
	Programs:	PPP675, PPP676
	CICS Programs:	None
	Copymembers:	None
	Include Members:	None
	DDL Members:	None
	Bind Members:	PPP675
	CICS Maps:	None
	Forms:	None
	Table Updates:	None
	Web EAR Objects	WebMerit EAR file
	Urgency:	Not Urgent (see Timing of Installation)

Service Request 80335

Service Request 80335 explains the addition of Across the Board (ATB) Merit with the existing online Merit System. It outlines how ATB adjustments should be established within the web-based merit process. The changes in the functionality of the Online Merit System to add the ATB into the System requires adding 2 more Cycle Types (ATB-Step and ATB-Open-Range) with the existing 2 Cycle Types (Merit-Step and Merit-Open-Range). The following changes are needed to treat ATB different from the regular Merit Cycle Types.

1. Next Salary Review Date is not mandatory for either new ATB Cycle Types.
2. Next Salary Review Codes (1 through 5) are not mandatory for either new ATB Cycle Types.
3. New Next Salary Review Date is not mandatory for either new ATB Cycle Types.
4. Step based distributions will be adjusted based on rates from the pay scale file, provided a pay scale file is available and a match is found. If the old rate is found, the associated new rate should be selected. If no match is found, then New Pay Rate has to be calculated using the current Pay Rate and the control percentage. Step based rates should be rounded to whole dollars if the rate is monthly or to 2 decimals if the rate is hourly.

5. For Open Range, if the employee's starting salary is already below range and a negative adjustment is called or if starting salary is above the max and we apply a positive adjustment then make the new salary the same as the old salary. But if the employee's starting salary is above the max and we apply a negative adjustment then the negative control percentage should be applied till minimum range and if the employee's starting salary is below the min and we apply a positive adjustment then the positive control percentage should be applied till maximum range. If the employee's starting salary is in range, but the adjustment will result in the salary being above the max or below the min, the program should set the salary to the max (or min) of the range and calculate the actual applied percentage adjustment. The pay rates for open range, merit based titles (both hourly and monthly) must be rounded to the nearest cent.
6. Percentage Increase in Salary has to be calculated using the New Pay Rate calculated in Steps 4 thru 5 and Old Pay Rate from EDB.
7. New Annual Salary has to be calculated using the current annual salary and the Percentage Increase calculated in the above step.
8. Control Percent which is the percentage increase/decrease in salary can be **Negative** for either new ATB Cycle Types. This has to be checked during the Update of EDB tables with the new Merit details.
9. Action Code '55' is assigned to the distribution level transactions which are used to update the EDB for ATB salary increase.

Changes 1 through 7 above needs to be done in the program PPP675 and the last 2 changes needs to be done in program PPP676.

Programs

PPP675 – Mainframe Batch

PPP675 batch COBOL extract program needs changes to extract the newly added ATB Cycle Types (ATB-Open-Range and ATB-Step).

The following changes are needed in PPP675 program to take care of ATB cycle types.

- a. If New Next Salary Review date of PPPMCC is spaces then change PER_ROW cursor not to check condition Next Salary Review date of PPPPER <= New Next Salary Review date of PPPMCC table.
- b. While populating New Next Salary Review date for PPPMLA, use New Next Salary Review date from PPPMCC for ATB Cycle Types instead of initializing with Next Salary Review date from PPPPER for normal Merit Cycle Types. If New Next Salary Review date from PPPMCC is a low date because it is not entered (not a mandatory field for ATB cycles) then fill the New Next Salary Review date for PPPMLA field with a low DB2 date.
- c. While screening PER_ROW cursor employees for a possible Merit, do not check next salary review code of an employee if all the PPPMCC salary review types (1 through 5) are spaces. In the regular Merit any one of the 5 salary review types should have a value of 'Y' but these can all be blank for ATB.
- d. When extracting data for the PPPMLA table, the fields Percentage Increase, New Annual Salary and New Payrate need to be calculated from the Control Percentage of PPPMCC table for ATB cycle types. These 3 fields are spaces or zeroes for the regular Merit cycle types. Also while calculating New Annual Salary details, we must check the availability of new salary details from the payscale file for Step based records and check to be within the ranges set in the TCT range tables for Range based records.

PPP676 – Mainframe Batch

PPP676 batch COBOL update program needs changes in the program logic to update the newly added ATB Cycle Types (ATB-Open-Range and ATB-Step).

The following changes are needed in PPP676 program to take care of ATB cycle types.

- a. Currently MLA_ROW cursor selects logical appointment(s) for an employee who has the new pay rate greater than or equal to the existing distribution pay rate. This condition should not be checked for ATB cycle types so that an employee who has the new pay rate less than the existing pay rate also gets selected for update to the EDB.
- b. For ATB cycle types the fields Performance rating, Performance Evaluation Date and New Step will be spaces. For regular merits these fields are entered by each Manager giving the merit and the Update program updates these values to the EDB. Since Merit Roster is designed to not to update any fields for ATB cycle types, these values will be spaces. So for ATB cycles these values should be filled with spaces so that the EDB will not get updated.
- c. For ATB cycle types, new next salary review date is not mandatory. So if the next salary review date is not entered then update program should not send any values to update the EDB and leave this field blank.
- d. For ATB cycle types Action Code '55' is assigned to the distribution level transactions which are used to update the EDB.

Online Screens (WebSphere WAS) :

Merit Cycle Administration (Cycle List Display) :

- Performance Evaluation Screen is disabled for ATB Merit Cycles with alert messages
- Step Increase or Open Range Increase screens are disabled for ATB Merit Cycles with alert messages

Merit Cycle Administration (Add New Merit Cycle) :

- Two new cycle types added: ATB-Step and ATB-Open Range.
- Control Percent field has been renamed to Control/ATB Percent
- Control/ATB Percent field allows negative values
- For Across-the-Board increases, the Next Salary Review Date, Next Salary Review Code and New Next Salary Review Date fields are made optional.

Merit Cycle Administration (Update Merit Cycle Status) :

- List of allowable cycle status codes modified for ATB merit cycles.

Roster Employee List

- No updated allowed on screen (display only mode) for ATB roster employees
- Display ATB on table header

Roster Employee Detail

- Display ATB on table data header

Past Audit Cycle Roster Employee List

- Display ATB on table header

Past Audit Cycle Roster Employee Detail

- Display ATB on table data header

PPS Menu Link Change

- The URL link from PPS Main Menu page for Web Merit should include the auth id. Example :
http://domain-name/webmerit/ControllerServlet?action=MAINMENU&userid=PAYKXB&sessionid=4556DFRDGHT56454FGFGF&authid=PAYTPP
The authid is required to find out which set of tables (qualifier) PPS Main log in is using for session validation purpose.

Test Plan

An installation Test Plan is provided with this release.

Installation Instructions

An installation Instructions is provided with this release.

Web Installation Instructions

An updated installation Instructions is provided with this release.

Timing of Installation

The installation of this release is *Not Urgent*.

As usual, campuses are encouraged to install this release in as timely a fashion as possible and in the normal numeric sequence.

If there are any questions related to batch side, please send electronic mail to Baskar.Chitravel@ucop.edu, or call (510) 987-0692. For questions related to online side, please send electronic mail to Kalpa.Barman@ucop.edu or call (510) 987-0012.

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