



OFFICE OF THE SENIOR VICE PRESIDENT —  
BUSINESS AND FINANCE

OFFICE OF THE PRESIDENT  
1111 Franklin Street  
Oakland, California 94607-5200

Nov 17, 2003

BEATRICE CARDONA  
GRACE CHIU  
HAI DOAN

RENATA ELLIS  
MABEL LAI  
BARBARA VANDEN BORRE

Re:	Release:	1532
Service Request:		14892
Programs:		None
CICS Programs:		None
Copymembers:		CPWSXTRC
Include Members:		None
DDL Members:		None
Bind Members:		None
CICS Maps:		None
Forms:		W-2 Laser Forms
Table Updates:		None
Urgency:		Date mandated (See Timing of Installation)

This release addresses the following Service Request:

**Service Request 14892**

Service Request 14892 asks that modifications be made to the 2003 W-2 Reporting Process.

It is asked that the following changes be made to the W-2 process:

- W-2 Laser Form:

The year displayed on the W-2 Laser Form should be changed to the reporting year 2003. Punctuation, commas and periods, are to be added to the **Copy** text as indicated below:

Before	Copy B To Be Filed With Employee's FEDERAL Tax Return
After	Copy B, To Be Filed With Employee's FEDERAL Tax Return.
Before	Copy C For EMPLOYEE'S RECORDS (See Notice to Employee
After	Copy C, For EMPLOYEE'S RECORDS. (See Notice to Employee
Before	Copy 2 To Be Filed With Employee's State, City, or Local Income Tax Return
After	Copy2, To Be Filed With Employee's State, City, or Local Income Tax Return.

- W-2 File

Changes to Country Code to cause the IRS to convert to the SSA as follows:

<u>Country</u>	<u>IRS Code</u>	<u>SSA Code</u>
Kirbati	KR	KP

- W2 tape file

The current W2 reporting year required on the 'RE' type record is taken from the year entered on the Specification record. Thus, no programming change is necessary.

### Copymembers

#### CPWSXTRC

The IRS Code Table has been modified. An entry has been added for the country Kirbati with IRS Code of "KR" and SSA code of "KP".

### Test Plan

A complete test plan is provided with this release.

Campuses are encouraged to use the base system test materials, as well as performing any other desired local tests.

### Installation Instructions

1. Modify and install the following **campus-specific** COPYMEMBER. Do not overlay local values with Base values:

Copylib Members	Installed?
CPWSXTRC	

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), 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) Compile, and link the *unmodified* program listed below:

Program Name	DB2?	Compile	Package Bind?	Done?

<b>Program Name</b>	<b>DB2?</b>	<b>Compile</b>	<b>Package Bind?</b>	<b>Done?</b>
PPTAXW2T	No	BATCH	No	

3. Testing

Perform installation verification testing as described in the Test Plan.

Perform any desired additional campus testing.

4. Install all the objects into Production.

5. W-2 Laser Form

At UCOP, the Overlay Generation Language (OGL) software is only installed on the VM side. Thus, the W-2 form used for testing at UCOP was assembled using the Overlay Generation Language on the VM side. The Assembled OGL was transmitted to the MVS side, and the Print Services Facility (PSF) was used to assemble the FormDefs and PageDefs. Your campus may have different procedures.

The W-2 2003 FormDefs (*F1W22003*) and W-2 2003 PageDefs (*P1W22003*) source are in the PAYDIST.R1532.FDEFPDEF library.

The source pre-assembled OGL commands (*W22003*) are in the PAYDIST.R1532.OGLLIB library.

**Timing of Installation**

The installation of this release is date-mandated.

Installation of this release is urgent in that it must be tested and ready to meet prescribed tax reporting deadlines.

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

If there are any questions, please send electronic mail to Janet.Kennedy@ucop.edu, or call at (510) 587-6128.

Janet Kennedy

cc: Jerry Wilcox