

**Test Plan**  
**RELEASE 1544**

**ASE Lump Sum Payments and Reporting**

January 6, 2004 11:09 AM

Enterprise IT Services  
Office of the President  
University of California

Final  
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## **Testing Overview**

This test plan addresses the test runs and cases constructed to verify the correct installation of Release 1544. The test is made up of the following components:

1. Control Table Data Base (CTL) Initial Load (LOADCTL)
2. Employee Data Base (EDB) Load (LOADEDDB)
3. ASE Lump Sum Payments and Reporting (RUNONET)

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## **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.

## ASE Lump Sum Payments and Reporting (RUNONET)

### Description

This job runs the one-time program PPOT1544 to select eligible employees for the ASE Lump Sum Payments. A detail report is produced containing appropriate data for each employee eligible for the lump sum payment. An electronic data file, similar to the detail report is also produced.

The Sort Report option value of 'N' (Employee Name order) is entered in column 14 of the Specification record.

### Verification

#### *Ot15442 Report, BX Lump Sum Report Warning/Controls (REPORTS PDS, member (Ot15442))*

-- OUTPUT CONTROL --

ONE-TIME COSTING RECORDS WRITTEN	21	\$630.00
FT ONE-TIME PAY RECS WRITTEN - MO CYCLE	14	\$385.00
FT ONE-TIME PAY RECS WRITTEN - BW CYCLE	7	\$245.00
FT ONE-TIME PAY RECS WRITTEN - MA CYCLE	0	\$0.00
FT ONE-TIME PAY RECS WRITTEN - SM CYCLE	0	\$0.00
TOTAL PAYMENTS ISSUED		\$630.00

#### *Ot15441 Report, BX Lump Sum Report Roster (REPORTS PDS, member (Ot15441))*

### Verify the following employees are selected for the lump sum payments.

Verify the data displayed on this report for the following employees using the PPP2501 report:

#### Employee ID 000050053 (ANTE,PENNY)

0114-4	HOME DEPT	845001
0144-5	EMPLMNT STAT	A
0152-0	PRI PAY SCHED	BW
2301-2	APPT NO 20	20
2302-3	APPT BGN DTE 20	07/01/03
2303-4	APPT END DTE 20	12/31/03
2306-7	TITLE CODE 20	1501
<b>2312-0</b>	<b>PCT FULL TME 20</b>	<b>0.10</b>
2328-3	APPT WOS IND 20	N
2329-4	CB-TUC 20	BX
2331-3	REP CODE 20	S
2341-0	DIST NO 21	21
<b>2343-2</b>	<b>FULL ACC UNT 21</b>	<b>3404918CCCC19900PROJ330</b>
<b>2352-8</b>	<b>DIST PCT 21</b>	<b>0.1000</b>
2353-9	PAY BGN DATE 21	07/01/03
2354-0	PAY END DATE 21	12/31/03
2356-2	DOS 21	REG

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2601-1    APPT NO 30      30
2602-2    APPT BGN DTE 30    07/01/03
2603-3    APPT END DTE 30    12/31/03
2606-6    TITLE CODE 30    2310
2612-9    PCT FULL TME 30    0.16
2628-2    APPT WOS IND 30    N
2629-3    CB-TUC       30    BX
2631-2    REP CODE    30    S

2641-9    DIST NO 31      31
2643-1    FULL ACC UNT 31    3404918CCCC19900      0
2652-7    DIST PCT     31    0.0900
2653-8    PAY BGN DATE 31    07/01/03
2654-9    PAY END DATE 31    12/31/03
2656-1    DOS         31    REG

2671-0    DIST NO 32      32

2673-2    FULL ACC UNT 32    3404918CCCC19900PROJ330
2682-8    DIST PCT     32    0.0700
2683-9    PAY BGN DATE 32    07/01/03
2684-0    PAY END DATE 32    12/31/03
2686-2    DOS         32    REG
  
```

Total Appointment Percent Full Time is greater than 0.25. Therefore, employee is eligible for the **70.00** lump sum.

**Distribution Percent x Lump Sum**

-----  
Total Dist Percent

Dist Number	Dist Percent	Prorated Amount	Total Dist Percent	FAU
21	0.10	26.92	0.26	3-404918-CCCC-19900-PROJ33-0
31	0.09	24.23	0.26	3-404918-CCCC-19900- -0
32	0.07	18.85	0.26	3-404918-CCCC-19900-PROJ33-0

**Employee ID 000050004 (ATTRICK,JERRY)**

```

0114-4    HOME DEPT      804918
0144-5    EMPLMNT STAT  P
0152-0    PRI PAY SCHED MO

2001-3    APPT NO 10     10
2002-4    APPT BGN DTE 10    07/01/96
2003-5    APPT END DTE 10    99/99/99
2006-8    TITLE CODE 10    0145
2012-1    PCT FULL TME 10    0.76
2029-5    CB-TUC       10    99
2031-4    REP CODE    10    C

2301-2    APPT NO 20     20
2302-3    APPT BGN DTE 20    12/02/03
2303-4    APPT END DTE 20    99/99/99
2306-7    TITLE CODE 20    2860
2312-0    PCT FULL TME 20    0.24
2328-3    APPT WOS IND 20    N
2329-4    CB-TUC       20    BX
  
```

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```

2331-3    REP CODE      20    C
2341-0    DIST NO 21        21
2352-8    DIST PCT      21    0.1000
2353-9    PAY BGN DATE 21    12/02/03
2354-0    PAY END DATE 21    99/99/99
2356-2    DOS           21    REG

2371-1    DIST NO 22        22
2373-3    FULL ACC UNT 22    3404918AAAA19900PROJ330
2382-9    DIST PCT      22    0.1400
2383-0    PAY BGN DATE 22    12/02/03
2384-1    PAY END DATE 22    99/99/99
2386-3    DOS           22    REG
  
```

Note that Appointment 10 is not selected for lump sum processing, because Appointment Title Code of 0145 (EXECUTIVE ASSISTANT TO THE CHANCELLOR) is not associated with ASE Titles.

Total Appointment Percent Full Time is less than 0.25. Therefore, employee is eligible for the **35.00** lump sum.

**Distribution Percent x Lump Sum**

-----

**Total Dist Percent**

Dist Number	Dist Percent	Prorated Amount	Total Dist Percent	FAU
21	0.10	14.58	0.24	3-726301-DEFA-19900-ULTFAU-1
22	0.14	20.42	0.24	3-404918-AAAA-19900-PROJ33-0

Note that Distribution 21 has no FAU, so the default FAU is taken from the Specification record.

**Employee ID 000050040 (BEAR, TED E.)**

```

0114-4    HOME DEPT      827701
0144-5    EMPLMNT STAT  A
0152-0    PRI PAY SCHED BW

2301-2    APPT NO 20      20
2302-3    APPT BGN DTE 20 12/01/03
2303-4    APPT END DTE 20 99/99/99
2306-7    TITLE CODE    20 2310
2312-0    PCT FULL TME 20 0.25
2328-3    APPT WOS IND 20 N
2329-4    CB-TUC        20 BX
2331-3    REP CODE      20 C

2341-0    DIST NO 21        21
2343-2    FULL ACC UNT 21 3726301 19900 2
2352-8    DIST PCT      21 0.0500
2353-9    PAY BGN DATE 21 12/01/03
2354-0    PAY END DATE 21 99/99/99
2356-2    DOS           21 SDF

2371-1    DIST NO 22        22
2373-3    FULL ACC UNT 22 3427701 63000 2
2382-9    DIST PCT      22 0.1000
2383-0    PAY BGN DATE 22 12/01/03
2384-1    PAY END DATE 22 99/99/99
2386-3    DOS           22 REG
  
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2411-2 DIST NO 23 23  
**2413-4 FULL ACC UNT 23 3427701 63000 1**  
**2422-0 DIST PCT 23 0.1000**  
 2423-1 PAY BGN DATE 23 12/01/03  
 2424-2 PAY END DATE 23 12/31/04  
**2426-4 DOS 23 RTP**

Total Appointment Percent Full Time is equal to 0.25. Therefore, employee is eligible for the **70.00** lump sum.

**Distribution Percent x Lump Sum**

-----  
**Total Dist Percent**

Dist Number	Dist Percent	Prorated Amount	Total Dist Percent	FAU
22	0.10	<b>70.00</b>	0.25	3-427701- -63000- -2

Note that the lump sum is not prorated among Distributions 21 and 23, because DOS Code 'SDF' is associated with Pay Category of 'D' and DOS Code 'RTP' is START (Staff and Academic Reduction in Time) related.

**Employee ID 000050025 (BLACKSHEEP,BARBARA)**

0114-4 HOME DEPT 827701  
 0144-5 EMPLMNT STAT A  
 0152-0 PRI PAY SCHED BW  
  
 2301-2 APPT NO 20 20  
 2302-3 APPT BGN DTE 20 07/01/03  
 2303-4 APPT END DTE 20 99/99/99  
**2306-7 TITLE CODE 20 2310**  
 2328-3 APPT WOS IND 20 N  
 2329-4 CB-TUC 20 BX  
 2331-3 REP CODE 20 C  
  
 2601-1 APPT NO 30 30  
 2602-2 APPT BGN DTE 30 12/01/03  
 2603-3 APPT END DTE 30 99/99/99  
**2606-6 TITLE CODE 30 1501**  
**2612-9 PCT FULL TME 30 0.15**  
 2628-2 APPT WOS IND 30 N  
 2629-3 CB-TUC 30 BX  
 2631-2 REP CODE 30 C  
  
 2641-9 DIST NO 31 31  
**2643-1 FULL ACC UNT 31 3404918CCCC19900PROJ330**  
**2652-7 DIST PCT 31 0.1500**  
 2653-8 PAY BGN DATE 31 12/01/03  
 2654-9 PAY END DATE 31 03/31/04  
 2656-1 DOS 31 REG

Total Appointment Percent Full Time is less than 0.25. Therefore, employee is eligible for the **35.00** lump sum.

**Distribution Percent x Lump Sum**

-----  
**Total Dist Percent**

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Dist Number	Dist Percent	Prorated Amount	Total Dist Percent	FAU
31	0.15	35.00	0.15	3-404918-CCCC-19900-PROJ33-0

Appointment 20 for this employee is not selected for the lump sum, because the Appointment Percent Full Time is equal to zero (initial values not displayed on PPP2501 report).

**Employee ID 000050005 (BOARD, PEGGY)**

```

0114-4    HOME DEPT          804918
0144-5    EMPLMNT STAT      A
0152-0    PRI PAY SCHED     MO

2001-3    APPT NO 10           10
2002-4    APPT BGN DTE 10     12/31/03
2003-5    APPT END DTE 10    99/99/99
2006-8    TITLE CODE 10       2302
2012-1    PCT FULL TME 10      0.24
2028-4    APPT WOS IND 10      N
2029-5    CB-TUC           10      99
2031-4    REP CODE         10      U

2041-1    DIST NO 11         11
2043-3    FULL ACC UNT 11     3404918CCCC19900PROJ330
2052-9    DIST PCT          11     0.2400
2053-0    PAY BGN DATE 11     12/31/03
2054-1    PAY END DATE 11     12/31/03
2056-3    DOS              11     REG
  
```

Total Appointment Percent Full Time is less than 0.25. Therefore, employee is eligible for the 35.00 lump sum.

**Distribution Percent x Lump Sum**

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**Total Dist Percent**

Dist Number	Dist Percent	Prorated Amount	Total Dist Percent	FAU
11	0.24	35.00	0.24	3-404918-CCCC-19900-PROJ33-0

Appointment 10 for this employee is selected, because Title Code 2302 satisfies the list of title codes eligible for lump sum. Note that the Appointment Rep Code is 'U'.

**Employee ID 000050020 (PRESENTTLYUNACCOU, MARCUS)**

```

0114-4    HOME DEPT          804918
0144-5    EMPLMNT STAT      A
0152-0    PRI PAY SCHED     MO

2601-1    APPT NO 30         30
2602-2    APPT BGN DTE 30     07/01/03
2603-3    APPT END DTE 30    99/99/99
2606-6    TITLE CODE 30       2520
2612-9    PCT FULL TME 30      0.26
2628-2    APPT WOS IND 30      N
2629-3    CB-TUC           30      99
  
```

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2631-2    REP CODE      30    C
2641-9    DIST NO        31
2643-1    FULL ACC UNT  31    3404918AAAA19900PROJ330
2652-7    DIST PCT      31    0.1000
2653-8    PAY BGN DATE  31    07/01/03
2654-9    PAY END DATE  31    12/01/03
2656-1    DOS           31    REG

2671-0    DIST NO 32      32
2673-2    FULL ACC UNT  32    3404918CCCC19900PROJ330
2682-8    DIST PCT      32    0.1600
2683-9    PAY BGN DATE  32    07/01/03
2684-0    PAY END DATE  32    12/01/03
2686-2    DOS           32    REG
  
```

Total Appointment Percent Full Time is greater than 0.25. Therefore, employee is eligible for the **70.00** lump sum.

**Distribution Percent x Lump Sum**

-----  
**Total Dist Percent**

Dist Number	Dist Percent	Prorated Amount	Total Dist Percent	FAU
31	0.10	<b>26.92</b>	0.26	3-404918-AAAA-19900-PROJ33-0
32	0.16	<b>43.08</b>	0.26	3-404918-CCCC-19900-PROJ33-0

Note that Distributions 31 and 32 have a pay end date of 12/01/03, and both distributions are selected for lump sum processing.

**Employee ID 000050079 (SPOON,GRACIE)**

```

0114-4    HOME DEPT      826301
0144-5    EMPLMNT STAT  A
0152-0    PRI PAY SCHED MO

2601-1    APPT NO 30      30
2602-2    APPT BGN DTE  30    12/02/03
2603-3    APPT END DTE  30    99/99/99
2606-6    TITLE CODE    30    2860
2612-9    PCT FULL TME  30    0.15
2628-2    APPT WOS IND  30    N
2629-3    CB-TUC        30    BX
2631-2    REP CODE      30    C

2641-9    DIST NO 31      31
2643-1    FULL ACC UNT  31    3404918CCCC19900PROJ330
2652-7    DIST PCT      31    0.1000
2653-8    PAY BGN DATE  31    12/02/03
2654-9    PAY END DATE  31    99/99/99
2656-1    DOS           31    REG

2671-0    DIST NO 32      32
2673-2    FULL ACC UNT  32    3404918AAAA19900PROJ330
2682-8    DIST PCT      32    0.0500
2683-9    PAY BGN DATE  32    12/02/03
2684-0    PAY END DATE  32    99/99/99
  
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2685-1    RATE/AMOUNT  32    0151700
2686-2    DOS           32    REG

2901-0    APPT NO 40      40
2902-1    APPT BGN DTE  40    12/02/03
2903-2    APPT END DTE  40    99/99/99
2906-5    TITLE CODE    40    2851
2912-8    PCT FULL TME  40    1.00
2928-1    APPT WOS IND  40    N
2929-2    CB-TUC        40    BX
2931-1    REP CODE      40    C

2941-8    DIST NO 41     41
2943-0    FULL ACC UNT  41    3404918CCCC19900PROJ330
2952-6    DIST PCT      41    0.7500
2953-7    PAY BGN DATE  41    12/02/03
2954-8    PAY END DATE  41    99/99/99
2956-0    DOS           41    REG

2971-9    DIST NO 42     42
2973-1    FULL ACC UNT  42    3726301    19900    1
2982-7    DIST PCT      42    0.2500
2983-8    PAY BGN DATE  42    12/02/03
2984-9    PAY END DATE  42    99/99/99
2986-1    DOS           42    REG

3201-0    APPT NO 50     50
3202-1    APPT BGN DTE  50    12/31/03
3203-2    APPT END DTE  50    99/99/99
3206-5    TITLE CODE    50    2860
3212-8    PCT FULL TME  50    0.10
3228-1    APPT WOS IND  50    N
3229-2    CB-TUC        50    BX
3231-1    REP CODE      50    C

3241-8    DIST NO 51     51
3243-0    FULL ACC UNT  51    3404918DDDD19900PROJ330
3252-6    DIST PCT      51    0.0500
3253-7    PAY BGN DATE  51    12/31/03
3254-8    PAY END DATE  51    99/99/99
3256-0    DOS           51    REG

3271-9    DIST NO 52     52
3273-1    FULL ACC UNT  52    3404918EEEE19900PROJ330
3282-7    DIST PCT      52    0.0500
3283-8    PAY BGN DATE  52    12/31/03
3284-9    PAY END DATE  52    99/99/99
3286-1    DOS           52    REG

```

Total Appointment Percent Full Time is greater than 0.25. Therefore, employee is eligible for the **70.00** lump sum.

**Distribution Percent x Lump Sum**

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**Total Dist Percent**

Dist Number	Dist Percent	Prorated Amount	Total Dist Percent	FAU
31	0.10	<b>5.60</b>	1.25	3-404918-CCCC-19900-PROJ33-0
32	0.05	<b>2.80</b>	1.25	3-404918-AAAA-19900-PROJ33-0
41	0.75	<b>42.00</b>	1.25	3-404918-CCCC-19900-PROJ33-0

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Dist Number	Dist Percent	Prorated Amount	Total Dist Percent	FAU
42	0.25	14.00	1.25	3-726301- -19900- -1
51	0.05	2.80	1.25	3-404918-DDDD-19900-PROJ33-0
52	0.05	2.80	1.25	3-404918-EEEE-19900-PROJ33-0

Note that Appointment 20 is not selected for lump sum processing, because the pay end date is 06/01/03.

**Verify that the following employees are not eligible for the lump sum payments. :**

**Employee ID 000050066 (BUSSESS,CARSON)**

0114-4 HOME DEPT 827701  
 0144-5 EMPLMNT STAT S  
**0140-1 SEPARATION DATE 11/30/03**  
 0141-2 SEP REASON CA

Employee's Separation Date is prior to December 12/01/03.

**Employee ID 000050069 (AGES,TRUDY)**

2301-2 APPT NO 20 20  
**2302-3 APPT BGN DTE 20 01/01/04**  
 2303-4 APPT END DTE 20 99/99/99  
**2306-7 TITLE CODE 20 2270**  
 2307-8 PERSONL PROG 20 A  
 2312-0 PCT FULL TME 20 0.20  
 2328-3 APPT WOS IND 20 N  
 2329-4 CB-TUC 20 99

Employee's appointment begins 01/01/04.

**Employee ID 000050015 (MULE, RHODA)**

2301-2 APPT NO 20 20  
 2302-3 APPT BGN DTE 20 01/01/03  
 2303-4 APPT END DTE 20 99/99/99  
**2306-7 TITLE CODE 20 2270**  
**2312-0 PCT FULL TME 20 0.20**  
 2313-1 FXD VAR IND 20 F  
 2315-3 RATE CODE 20 H  
 2316-4 PAY SCHED 20 BW  
 2328-3 APPT WOS IND 20 N  
 2329-4 CB-TUC 20 99  
 2331-3 REP CODE 20 S  
  
 2341-0 DIST NO 21 21  
**2343-2 FULL ACC UNT 21 3404918AAAA19900PROJ330**  
**2352-8 DIST PCT 21 0.1000**  
**2353-9 PAY BGN DATE 21 01/01/03**  
**2354-0 PAY END DATE 21 09/30/03**  
 2356-2 DOS 21 REG  
  
 2371-1 DIST NO 22 22  
 2373-3 FULL ACC UNT 22 3404918CCCC19900PROJ330  
**2382-9 DIST PCT 22 0.1000**  
**2383-0 PAY BGN DATE 22 01/01/03**

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2384-1      **PAY END DATE 22    09/30/03**  
2386-3      DOS                    22    REG

Both of the employee's distributions have ended 09/30/03 (prior to 12/01/03). Verify on the OT15442 report that the message "**\* ELIG APPT; NO ELIG DIST; PAYMENT BYPASSED**" is issued.

**Electronic Report File**

Verify that the Electronic Report File contains the same information as reported on the Ot15441 report. The exception is that the Appointment Rep Code is reported on the electronic data file, but not on the Ot15441 report. Note that the first record on the file is the header record. The header record contains the Report Description and Run Date. The last record on the file contains the trailer record. The trailer record contains the actual count of detail report records in the file.

**Costing File**

Verify that the data on the data on the costing file is the same as reported on the OT15441 report.