

**Release 1561**  
**Service Request 80782**  
**CNA - 2004 Dues and Agency Fee**

**INSTALLATION INSTRUCTIONS**

04/02/04

Information Resources & Communications  
Office of the President  
University of California

## Introduction

This document provides installation instructions for this release. Review these instructions carefully before proceeding with installation.

This release is Date Mandated. Refer to the Timing of Installation contained in the release letter. Do not install this release prior to the point indicated in these instructions.

## *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). "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.

1. Install, compile and link the **modified** programs listed in the following table.

Program	DB2?	Compile	Package Bind?	Done?
PPCTBRGE	YES	BATCH	NO	
PPCTR14	YES	BATCH	NO	
PPCTT14G	YES	BATCH	NO	
PPP400	YES	BATCH	NO	
PPRCNET	YES	DUAL-ONLINE ONLY	YES	

## *Plan Binds*

Bind the plans in the following table.

Bind Member	Done?
PPP004	
PPP400	

## ***Testing***

Perform installation verification testing as described in the Test Plan.

## ***Install in Production***

1. Run PPP004 to update the following CTL tables:

- Benefits Rates Table (14): Update the BRT Table with Format 003 entries for the CNA Dues, Agency Fee, and Charity deductions provided in CARDLIB (BRTPROD). Modify the GTN numbers within these BRT transactions if necessary at your campus. These transactions may be used both for testing and in production, with the approval of your Campus Payroll Manager.
- Gross-to-Net Table (02): Update the GTN Table for GTN Numbers 077, 460, 506, 507, 508 (Dues, Agency Fee, and Charities) using the entries provided in CARDLIB (GTNPROD). These GTN numbers should be reviewed and changed if necessary to match local campus usage. These updates are “change” transactions and will ensure that the GTN Deduction Schedules for Monthly, Biweekly, and Semi-monthly cycles will be set to “A” (i.e., develop the deduction during every normal cycle). That is, the CNA deduction is no longer a monthly function (so the deduction must be developed on every normal cycle which includes the 3<sup>rd</sup> Biweekly cycle in a month when applicable).

3. Run PPP741 to update the History CDB from the updated CTL.

4. Distribute the modified form UPAY712 per local procedures