



SERVICE REQUEST

UIRC 160 (R8/00)

1111 Franklin Street, 7th Floor, Oakland, CA 94607-5200

SR No.: 16929

DATE			DATE CYCLE DUE		
MO	DY	YR	MO	DY	YR
04	05	04	05	31	04

PERSON AUTHORIZING REQUEST: Michael O'Neill <i>[Signature]</i>	PHONE NO.: 7-0905	CONTACT: Patty Yamashita	PHONE NO.: 7-0909
DEPARTMENT Payroll Coordination	BILLING NO. or ACCT-FUND-SUB:		REPORT FORMAT ATTACHED <input type="checkbox"/>
ADDRESS 1111 Franklin, 10th Floor	SYSTEMS / FILES / PROGRAMS PPS-Account Recon File		

DESCRIPTION OF REQUEST: Wells Fargo Bank (WFB) added a new feature to its Positive Pay Service that permits WFB tellers to confirm the payee name when cashing a payroll check. The modifications in Release 1547 modified PPS to allow for the addition of the payee name in columns 49-74 following the Employee Identification Number in columns 40-48. After the release of the modifications and the installation of the changes, WFB provided further information regarding the display of the payee name and the EIN. In order for the data in columns 40-80 on the Account Recon File to be used to confirm the payee name, the name must be in the same format that the payee name is printed on the face of the check. Thus, the position of the employee name should be removed from columns 49-74 and should start in column 40 as does the EIN. The employee name may fill columns 40-80. So that locations can select the display of the EIN or the payee name on the ARP, a new value should be added to the System Parameter 54. This new value would include the EIN on the detail records.

PRODUCTION RUN			
SYSTEM	EFFECTIVE DATE OF INFORMATION MO DY YR	TYPE OF RUN <input type="checkbox"/> RERUN <input type="checkbox"/> ADD'L.	TYPE OF OUTPUT <input type="checkbox"/> REPORT <input type="checkbox"/> EXTRACT FILE <input type="checkbox"/> LABELS

RETRIEVAL/PRODUCTION RUN DISTRIBUTION OF OUTPUT INSTRUCTIONS: (FOR RETRIEVAL REQUESTS, INCLUDE LONG TERM FILE RETENTION INSTRUCTIONS IF APPROPRIATE)

IR&C USE ONLY								
<input type="checkbox"/> R	<input type="checkbox"/> NR	<input type="checkbox"/> IM STAFF	TO:	<input type="checkbox"/> RET	<input type="checkbox"/> CORP SYS	<input type="checkbox"/> M&O	<input type="checkbox"/> PAYROLL	<input type="checkbox"/> PRODUCTION CONTROL
DATE RECEIVED	REVISED DUE DATE	DATE COMPLETED	COMPLETED BY	COMPUTING TIME	STAFF TIME	BILLING NO.	JOB NAME	
COMMENTS								
ESTIMATE INFORMATION		COMPLETION DATE	STAFF HOURS	ESTIMATED COSTS COMPUTING COSTS	ESTIMATED TOTAL COSTS			
			\$	\$	\$			

REQUEST FOR ESTIMATE ONLY \Rightarrow	AUTHORIZED SIGNATURE	NAME, TITLE, ADDRESS	DATE
APPROVAL TO PROCEED (BASED ON ESTIMATE) \Rightarrow	AUTHORIZED SIGNATURE	NAME, TITLE, ADDRESS	DATE

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Further Modifications to the Payroll Account Reconciliation File

(Follow-up to Release 1547)

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University of California
Financial Management
Payroll Coordination
April 5, 2004

Service Request 16929

Further Modifications to the Payroll Account Reconciliation File (Follow-up to Release 1547)

April 1, 2004

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Background/Overview

Wells Fargo Bank (WFB) added a new feature to its Positive Pay Service that permits WFB tellers to confirm the payee (employee) name when cashing a payroll check. The modifications in Release 1547 modified Payroll/Personnel System (PPS) to allow for the addition of the payee name in columns 49-74 following the Employee Identification Number (EIN) in columns 40-48. After the release of the modifications and the installation of the changes at campuses, WFB provided further information regarding the display of the payee name and the EIN.

In order for the data in columns 40-80 on the Account Reconciliation File (ARF) to be used to confirm the payee name, WFB states that the ARF must reflect the name in the same format that the payee name is printed on the face of the check. Furthermore, if the payee name only is displayed on the check and the ARF displays both EIN and payee name, WFB will consider the information on the check as a mismatch.

Some locations use the EIN to help with the reconciliation of the positive payment account while others do not use the EIN as a tool. Therefore, to allow those locations that wish to use the EIN as a recon tool and to allow the others that wish to use the payee name on the ARF, consideration should be given to expand the current use of the system parameter 54. Expanding on this system parameter would allow each location to select whether

- To include the EIN, or
- To include the payee name, or
- To exclude both EIN and payee name, or
- To not produce the file.

Current Base PPS

Currently, the base PPS layout of the Account Reconciliation Record is as follows:

01	XCRF-CHECK-RECON-RECORD.		
05	XCRF-CHECK-NO	PIC 9(10).	Columns 1-10
05	XCRF-CHK-DT.		Columns 11-16
07	XCRF-CHK-DT-MM	PIC XX.	
07	XCRF-CHK-DT-DD	PIC XX.	
07	XCRF-CHK-DT-YY	PIC XX.	
05	XCRF-UNIV-BANK	PIC X(10).	Columns 17-26
05	XCRF-BNK-TRANS	PIC XXX.	Columns 27-29
05	XCRF-AMOUNT	PIC 9(8)V99.	Columns 30-39
05	XCRF-EMPL-ID	PIC X(9).	Columns 40-48
05	XCRF-EMPL-NAME	PIC X(26).	Columns 49-74
05	FILLER	PIC X(6).	Columns 75-80

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Further Modifications to the Payroll Account Reconciliation File (Follow-up to Release 1547)

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System Parameter 54 affects the reconciliation file in Program PPP420 and has the following values:

0 = Wells Fargo reconciliation file is produced containing employee name on detail records.

1 = No reconciliation file is produced.

2 = Non Wells Fargo reconciliation file is produced without employee name on detail records.

When the value of System Parameter Entry 54 is "0," the employee name appears in the order of Last Name-Comma-First Name-Space-Middle Name and is contained to 26 characters.

Proposed Modifications

The position of the employee name should be removed from columns 49 through 74 and should start in column 40 as does the EIN. The employee name may fill columns 40 through 80; consequently the length restriction should be removed. The employee name should be displayed in the same format printed on the face of the check. That is, the name should be in the order of First Name-Space-Middle Name-Space-Last Name-Comma-Suffix (if any). [Name-Employee, (EDB0105); Name Suffix-Employee (EDB0106)]

So that locations can select the display of the EIN or the payee name on the ARP, new values should be added to the System Parameter Entry 54. The new values would include the EIN on the detail records so that System Parameter 54 has the following values:

0 = Wells Fargo reconciliation file is produced containing employee name on detail records.

1 = No reconciliation file is produced.

2 = Non-Wells Fargo reconciliation file is produced without employee name on detail records.

3 = Wells Fargo reconciliation file is produced containing EIN on detail records.

4 = Non-Wells Fargo reconciliation file is produced without EIN on detail records.

Implementation Concerns

WFB issued procedures for implementation of the payee name that includes the recommendation of two test files from each location. The WFB procedures will be distributed to Payroll Managers in a separate document.