



OFFICE OF THE SENIOR VICE PRESIDENT —
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Re: Release: 1572
Service Request: 16928
Error Reports: None
Programs: PPHRMGR, PPDXRHDR, PPDXSTND, PPDXSTN2
Copymembers: None
Include Members: None
DDL Members: None
Bind Members: None
CICS Maps: None
Forms: None
Table Updates: None
Urgency: Not Urgent (see Timing of Installation)

Service Request 16928

Service request 16928 outlines the proposed changes required to the IHHR & IDOC subsystems of the Payroll/Personnel System (PPS) to remove Social Security Number from certain online reports to protect the employee's privacy. The changes required are:

1. In the History Reporting subsystem (IHHR), the Social Security Number (EDB 0111) is removed from the standard heading provided at the beginning of each report.
2. In the Employee Document subsystem (IDOC), language is added in three reports requesting the employee to verify Social Security Number of self and/or dependent. The three reports are:
 - a. Summary of Initial Hire or Rehire
 - b. Summary of UC benefits Enrollment and
 - c. Summary of Retirement and Saving Program Information.
3. Social Security Number display will be deleted from the following IDOC reports:
 - a. Personnel Report (Landscape)
 - b. Personnel Report (Portrait)

Programs

PPHRMGR

PPHRMGR is a history database report preparation program which receives the employee ID and choice of document as input, retrieves the needed rows from the HDB tables, creates the needed text lines and returns it to the report producing programs. This program has the logic to produce the standard heading text for the IHHR subsystem. Because the Social Security Number (EDB 0111) is not required on these reports, it has been deleted from the standard heading provided at the beginning of each report.

PPDXRHDR

PPDXRHDR is a report program in the IDOC subsystem which produces the header block of employee documents. It creates different formats of header block depending on the type of document requested. Language is added in three reports requesting the employee to verify Social Security Number of self and/or dependent. The three reports are:

- a. Summary of Initial Hire or Rehire
- b. Summary of UC benefits Enrollment
- c. Summary of Retirement and Saving Program Information.

PPDXSTND

PPDXSTND is a personnel report program in the IDOC subsystem which receives the employee ID as input, retrieves the needed rows from the EDB tables and produces the personnel report in **landscape** format. This program is changed to delete the social security number display in the personnel report.

PPDXSTN2

PPDXSTN2 is a personnel report program in the IDOC subsystem which receives the employee ID as input, retrieves the needed rows from the EDB tables and produces the personnel report in **portrait** format. This program is changed to delete the social security number display in the personnel report.

Test Plan

An installation Test Plan is provided with this release.

Installation Instructions

Installation Instructions are provided as a separate document with this release.

Timing of Installation

The installation of this release is **Not Urgent** however, to protect an employee's privacy, this release should be installed as soon as possible, but no later than 7/1/04.

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, please send electronic mail to Baskar.Chitravel@ucop.edu, or call (510) 987-0692.

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