

**Test Plan**  
**RELEASE 1580**

**RX Range-to-Step Conversion**

June 2, 2004  
09:00 AM

Enterprise IT Services  
Office of the President  
University of California

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## **Testing Overview**

This test plan addresses the test runs and cases constructed to verify the correct installation of Release 1580. 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. RX Range-to-Step Conversion (RUNONERX)
4. EDB File Maintenance (EDBMAINT)
5. Costing Transaction File Processing (RUN960)

## **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.

## **RX Range-to-Step Conversion (RUNONERX)**

### **Description**

This job selects employees with eligible appointments and distributions for the range-to-step conversion. An electronic data file containing similar data as on the "Central Office" detail report is also produced.

### **Verification**

#### **OT15801 Report (REPORTS PDS, member (OT15801))**

If campuses are using the test data provided with this release, verify the following totals displayed on this report:

NUMBER OF REPORT RECORDS READ	36
NUMBER OF FM BATCH CARDS CREATED	1
NUMBER OF FM DISTRIBUTION CHANGE TRANSACTIONS	36
NUMBER OF FM APPOINTMENT TRANSACTIONS WRITTEN	3
NUMBER OF FM DISTRIBUTIONS CREATED	35
TOTAL NUMBER OF FM TRANSACTIONS WRITTEN	75
NUMBER OF COST RECORDS WRITTEN	36
NUMBER OF ELECTRONIC RECORDS WRITTEN	36

In addition, note that error message 'NO DISTR NUMBER AVAILABLE – NO UPDATE' is displayed for Employee ID 701000034.

#### **OT15802 Report (REPORTS PDS, member (OT15802))**

Attachment 1 (at the end of this document) contains test cases used in the testing of one-time PPOT1580. If campuses are using the test data provided with this release, compare the actual results with the expected results for each of the Employee IDs listed in the table. If an Employee ID is displayed on the report but is not listed in the table of test cases (Attachment 1), the particular case has already been tested by another Employee ID.

#### **OT15803 Report (REPORTS PDS, member (OT15803))**

Verify the specific Employee IDs are displayed under the appropriate Home Departments on the OT15803 report (Departmental Report). Note that the report is displayed by Employee Name within Home Department order

- **Department: 804918 – Chancellors Office**

SMITH, SHARON I  
701000036

- **Department: 826301 – Security**

STOCKTON, WILLIAM F  
701000033

- **Department: 827701 – Hospital Education**

BASEBALL, MARGRET W  
701000018

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DAVIS, EDWARD C  
701000011

DAVIS, JAMES W  
701000002

DOLITTLE, JIM P  
701000015

ENCINO, WENDALL D  
701000013

FRANKLIN, RICHARD M  
701000004

IRVINE, JAMES M  
701000027

JOHNSON, JEROME M  
701000016

KAISER, WILLIAM P  
701000003

LONDON, JACK W  
701000031

MARKER, JONATHAN P  
701000055

MONTGOMERY, JACK P  
701000001

OAKLAND, DANIEL B  
701000012

OREGON, MICHAEL T  
701000030

PRICE, ALBERT M  
701000005

PRICEWATER, JAMES E  
701000014

ROBINSON, NANCY A  
701000035

SACRAMENTO, JERRY B  
701000017

SMALLIE, PHIL G  
701000020

SMITH, BRUCE C  
701000029

TANNER, DAVID O  
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TOLEDO, WHITNEY M  
701000026

TUCKER, RICHARD J  
701000019

WINSTON, JAMES W  
701000023

WORKER, PHILLIP M  
701000028

**Electronic Report File**

Verify that the Electronic Report File contains the same information as reported on the OT15802 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 which contains the actual count of detail report records (header and trailer records excluded in count) in the file.

## EDB File Maintenance (EDBMAINT)

### Description

This job updates the appropriate EDB records using the EDB transaction File produced from the one-time PPOT1580.

### Verification

Verify the following Employee IDs on the PPP1001 Report (**REPORTS PDS, member PPP1001**)

NAME ID NUMBER	MESSAGE NUMBER SEVERITY	MESSAGE TEXT
FRANKLIN, RICHARD M 2079-0 STEP <b>701000004</b>	12 08-722 3-WARNING	OFF/ABOVE INDICATOR INCONSISTENT WITH STEP AND TITLE
1 (4-12) (13-18) (19-23) (24-27)		
X1 701000004 05/26/04 2079-0	( <u>  </u> <u>  </u> <u>  </u> <u>  </u> )	
	9 . 0	

NAME ID NUMBER	MESSAGE NUMBER SEVERITY	MESSAGE TEXT
TUCKER, RICHARD J 2079-0 STEP <b>701000019</b>	12 08-722 3-WARNING	OFF/ABOVE INDICATOR INCONSISTENT WITH STEP AND TITLE
1 (4-12) (13-18) (19-23) (24-27)		
X1 701000004 05/26/04 2079-0	( <u>  </u> <u>  </u> <u>  </u> <u>  </u> )	
	3 . 0	

Verify the update values displayed on the PPP1800 Audit Report (**REPORTS PDS, member (PPP1800)**) for the following selected Employee IDs. Verify that the updates displayed on this report for all selected employees match the expected results in Attachment 1. In addition, results of Employee IDs not selected below should also be matched to the expected results in Attachment 1.

EMPLOYEE ID NBR	E L E M E N T NUMBER DESCRIPTION	PREVIOUS CONTENT	CURRENT CONTENT
701000001	0001 EMPL ACTION 1	0001-01-01	2004-01-01
	0001 EMPL ACTION 1	0001-01-01	2004-07-04
	0101 LAST ACTION	40	43
	0102 LAST ACTION OTH	50	
	0103 LAST ACTION DTE	2004-04-01	2004-05-01
	0148 LAST EFF DATE	2004-05-21	2004-05-01
	2054 PAY END DATE 11	9999-12-31	2004-07-03
	2058 A/D/C CODE 11	A	C
	2071 DIST NO 12	00	12
	2073 FULL ACC UNT 12	3404918 19900	1
	2079 STEP 12		2.0
	2081 FTE 12	00	1.00
	2082 DIST PCT 12	.0000	1.0000
	2083 PAY BGN DATE 12	0001-01-01	2004-07-04
	2084 PAY END DATE 12	0001-01-01	9999-12-31
	2085 RATE/AMOUNT 12		15.3800
	2086 DOS 12		REG
	2088 A/D/C CODE 12		A
	2091 DIST DEPT CD 12		804918

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EMPLOYEE ID NBR	E L E M E N T NUMBER DESCRIPTION	PREVIOUS CONTENT	CURRENT CONTENT
701000002	0001 EMPL ACTION 1	0001-01-01	2004-01-01
	0001 EMPL ACTION 1	0001-01-01	2004-07-04
	0101 LAST ACTION	50	43
	0103 LAST ACTION DTE	2004-04-01	2004-05-01
	0148 LAST EFF DATE	2004-05-24	2004-05-01
	2054 PAY END DATE 11	2004-12-31	2004-07-03
	2071 DIST NO 12	00	12
	2073 FULL ACC UNT 12	3404918	19900 1
	2079 STEP 12		3.0
	2081 FTE 12	00	1.00
	2082 DIST PCT 12	.0000	1.0000
	2083 PAY BGN DATE 12	0001-01-01	2004-07-04
	2084 PAY END DATE 12	0001-01-01	2004-12-31
	2085 RATE/AMOUNT 12		15.6800
	2086 DOS 12		REG
	2088 A/D/C CODE 12		A
	2091 DIST DEPT CD 12		804918

EMPLOYEE ID NBR	E L E M E N T NUMBER DESCRIPTION	PREVIOUS CONTENT	CURRENT CONTENT
701000004	0001 EMPL ACTION 1	0001-01-01	2004-01-01
	0001 EMPL ACTION 1	0001-01-01	2004-07-04
	0101 LAST ACTION	40	43
	0102 LAST ACTION OTH	50	
	0103 LAST ACTION DTE	2004-04-01	2004-05-01
	0148 LAST EFF DATE	2004-05-21	2004-05-01
	2054 PAY END DATE 11	2004-10-30	2004-07-03
	2058 A/D/C CODE 11	A	C
	2071 DIST NO 12	00	12
	2073 FULL ACC UNT 12	3404918	19900 1
	2079 STEP 12		9.0
	2080 OFF/ABOVE 12		R
	2081 FTE 12	00	1.00
	2082 DIST PCT 12	.0000	1.0000
	2083 PAY BGN DATE 12	0001-01-01	2004-07-04
	2084 PAY END DATE 12	0001-01-01	2004-10-30
	2085 RATE/AMOUNT 12		18.0000
	2086 DOS 12		REG
	2088 A/D/C CODE 12		A
	2091 DIST DEPT CD 12		804918

EMPLOYEE ID NBR	E L E M E N T NUMBER DESCRIPTION	PREVIOUS CONTENT	CURRENT CONTENT
701000005	0001 EMPL ACTION 1	0001-01-01	2004-01-01
	0001 EMPL ACTION 1	0001-01-01	2004-07-01
	0101 LAST ACTION	40	43
	0102 LAST ACTION OTH	50	
	0103 LAST ACTION DTE	2004-04-01	2004-05-01
	0148 LAST EFF DATE	2004-05-21	2004-05-01
	2054 PAY END DATE 11	2004-07-01	2004-06-30
	2058 A/D/C CODE 11	A	C
	2071 DIST NO 12	00	12
	2073 FULL ACC UNT 12	3404918	19900 1
	2079 STEP 12		9.0
	2080 OFF/ABOVE 12		A
	2081 FTE 12	00	1.00
	2082 DIST PCT 12	.0000	1.0000
	2083 PAY BGN DATE 12	0001-01-01	2004-07-01
	2084 PAY END DATE 12	0001-01-01	2004-07-01
	2085 RATE/AMOUNT 12		18.0000

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2086	DOS	12		REG
2088	A/D/C CODE	12		A
2091	DIST DEPT CD	12		804918

EMPLOYEE ID NBR	E L E M E N T NUMBER DESCRIPTION	PREVIOUS CONTENT	CURRENT CONTENT
701000018	0001 EMPL ACTION 1	0001-01-01	2004-01-01
	0001 EMPL ACTION 1	0001-01-01	2004-07-04
	0101 LAST ACTION	50	43
	0103 LAST ACTION DTE	2004-04-01	2004-05-01
	0148 LAST EFF DATE	2004-05-24	2004-05-01
	2054 PAY END DATE 11	2004-07-31	2004-07-03
	2071 DIST NO 12	00	12
	2073 FULL ACC UNT 12	3404918	19900 1
	2079 STEP 12		9.0
	2081 FTE 12	00	1.00
	2082 DIST PCT 12	.0000	1.0000
	2083 PAY BGN DATE 12	0001-01-01	2004-07-04
	2084 PAY END DATE 12	0001-01-01	2004-07-31
	2085 RATE/AMOUNT 12		23.4700
	2086 DOS 12		OTS
	2088 A/D/C CODE 12		A
	2091 DIST DEPT CD 12		804918

EMPLOYEE ID NBR	E L E M E N T NUMBER DESCRIPTION	PREVIOUS CONTENT	CURRENT CONTENT
701000023	0001 EMPL ACTION 1	0001-01-01	2004-01-01
	0001 EMPL ACTION 1	0001-01-01	2004-07-04
	0101 LAST ACTION	40	43
	0102 LAST ACTION OTH	50	
	0103 LAST ACTION DTE	2004-04-01	2004-05-01
	0148 LAST EFF DATE	2004-05-24	2004-05-01
	2054 PAY END DATE 11	9999-12-31	2004-07-03
	2058 A/D/C CODE 11	A	C
	2071 DIST NO 12	00	12
	2073 FULL ACC UNT 12	3404918	19900 1
	2079 STEP 12		1.0
	2081 FTE 12	00	1.00
	2082 DIST PCT 12	.0000	1.0000
	2083 PAY BGN DATE 12	0001-01-01	2004-07-04
	2084 PAY END DATE 12	0001-01-01	9999-12-31
	2085 RATE/AMOUNT 12		20.0300
	2086 DOS 12		REG
	2088 A/D/C CODE 12		A
	2091 DIST DEPT CD 12		804918

EMPLOYEE ID NBR	E L E M E N T NUMBER DESCRIPTION	PREVIOUS CONTENT	CURRENT CONTENT
701000031	0001 EMPL ACTION 1	0001-01-01	2004-01-01
	0001 EMPL ACTION 1	0001-01-01	2004-01-01
	0001 EMPL ACTION 1	0001-01-01	2004-07-04
	0001 EMPL ACTION 1	0001-01-01	2004-07-04
	0101 LAST ACTION	40	43
	0102 LAST ACTION OTH	50	
	0103 LAST ACTION DTE	2004-04-01	2004-05-01
	0148 LAST EFF DATE	2004-05-24	2004-05-01
	2054 PAY END DATE 11	2004-07-31	2004-07-03
	2058 A/D/C CODE 11	A	C
	2084 PAY END DATE 12	2004-07-31	9999-12-31
	2088 A/D/C CODE 12	A	C
	2111 DIST NO 13	00	13
	2113 FULL ACC UNT 13	3404918	19900 1
	2119 STEP 13		8.0
	2121 FTE 13	.00	1.00

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2122	DIST PCT	13	.0000				1.000
2123	PAY BGN DATE	13	0001-01-01				2004-07-04
2124	PAY END DATE	13	0001-01-01				2004-07-31
2125	RATE/AMOUNT	13					17.5500
2126	DOS	13					REG
2128	A/D/C CODE	13					A
2131	DIST DEPT CD	13					804918
2141	DIST NO 14		00				14
2143	FULL ACC UNT	14		3404918	19900	1	
2149	STEP	14					8.0
2151	FTE	14	.00				1.00
2152	DIST PCT	14	.0000				1.0000
2153	PAY BGN DATE	14	0001-01-01				2004-07-04
2154	PAY END DATE	14	0001-01-01				2004-07-31
2155	RATE/AMOUNT	14					17.5500
2156	DOS	14					OTP
2158	A/D/C CODE	14					A
2161	DIST DEPT CD	14					804918

EMPLOYEE ID NBR	E L E M E N T NUMBER DESCRIPTION	PREVIOUS CONTENT	CURRENT CONTENT
701000032	0001 EMPL ACTION 1	0001-01-01	2004-01-01
	0001 EMPL ACTION 1	0001-01-01	2004-01-01
	0001 EMPL ACTION 1	0001-01-01	2004-07-01
	0001 EMPL ACTION 1	0001-01-01	2004-07-01
	0101 LAST ACTION	20	43
	0103 LAST ACTION DTE	2004-04-01	2004-05-01
	0148 LAST EFF DATE	2004-05-26	2004-05-01
	2054 PAY END DATE 11	9999-12-31	2004-06-30
	2058 A/D/C CODE 11	A	C
	2084 PAY END DATE 12	2005-06-30	2004-06-30
	2088 A/D/C CODE 12	A	C
	2111 DIST NO 13	00	13
	2113 FULL ACC UNT 13		
	2119 STEP 13	3404918 19900 1	8.0
	2121 FTE 13	.00	1.00
	2122 DIST PCT 13	.0000	1.000
	2123 PAY BGN DATE 13	0001-01-01	2004-07-01
	2124 PAY END DATE 13	0001-01-01	9999-12-31
	2125 RATE/AMOUNT 13		3054.00
	2126 DOS 13		REG
	2128 A/D/C CODE 13		A
	2131 DIST DEPT CD 13		804918
	2141 DIST NO 14	00	14
	2143 FULL ACC UNT 14	3404918 19900 1	
	2149 STEP 14		8.0
	2151 FTE 14	.00	.20
	2152 DIST PCT 14	.0000	.2000
	2153 PAY BGN DATE 14	0001-01-01	2004-07-01
	2154 PAY END DATE 14	0001-01-01	2005-06-30
	2155 RATE/AMOUNT 14		3054.00
	2156 DOS 14		RTP
	2158 A/D/C CODE 14		A
	2161 DIST DEPT CD 14		804918

## Costing Transaction File Processing (RUN960)

### Description

This job processes the Costing transaction file produced from the one-time PPOT1580.

### Verification

If campuses are using the test data provided with this release, verify the following totals displayed on this report:

#### PPPPP9601 Report (REPORTS PDS, member (PPP9601))

```
0 CONSOLIDATED COSTING FILE RECORDS READ
36 COSTING TRANSACTION RECORDS READ
    0 TRANS WITH INVALID ACADEMIC ACTIONS BYPASSED
    0 TRANS WITH INVALID STAFF ACTIONS BYPASSED
    0 TRANS WITH INVALID MANAGEMENT ACTIONS BYPASSED
    0 TRANS FOR TITLE WITH NO TITLE TYPE BYPASSED
    0 PERF/INCENTIVE AWARD TRANSACTIONS READ
    0 MERIT ADJUSTMENT TRANSACTIONS READ
    0 RANGE ADJUSTMENT TRANSACTIONS READ
    0 ACROSS THE BOARD WAGE INCREASE
    0 PRIOR PERIOD TRANSACTIONS READ
36 PAF TRANSACTIONS READ
    0 OTHER ACTION CODES TRANSACTIONS READ
36 CONSOLIDATED COSTING FILE RECORDS WRITTEN
    0 RECORDS WITH ERRORS WRITTEN
0 TRANSACTIONS BYPASSED
```

#### PPPPP9801 Report (REPORTS PDS, member (PPP9801))

```
36 COSTING TRANSACTIONS READ
0 COSTING ERROR TRANSACTIONS WRITTEN
36 COSTING TRANSACTIONS PROCESSED
3 BUDGET FILE RECORDS WRITTEN
3 TRANSFER OF FUNDS RECORDS WRITTEN
$1,766 BUDGET FILE TOTAL DEBITS
$1,766- BUDGET FILE TOTAL CREDITS
$2,344 TRANSFER OF FUNDS CURRENT DEBITS
```

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\$2,344	TRANSFER OF FUNDS CURRENT CREDITS
\$1,766	TRANSFER OF FUNDS PERMANENT DEBITS
\$1,766	TRANSFER OF FUNDS PERMANENT CREDITS

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**Attachment 1**

Cases for RX Step Test – May 25, 2004												
EDB Emp ID	Rep	Title	Dist Pay Rate	DOS	Step	O/A	Sep Date	DIST End Date	EXPECTED RESULTS - NEW:			
									New Rate	Step	O/A	Comments
701000001	Cov	9724	\$15.38	REG	1.5			Indef	\$15.38	2.0		Rates match-change step.
701000002	Cov	9724	\$15.45	REG	1.5			12/31/2004	\$15.68	3.0		Rates don't match-choose next higher step
701000003	Cov	9724	\$17.55	REG	4.5			07/31/2004	\$17.55	8.0		Rates match-change step
701000031	Cov	9724	\$17.55	OTP	4.5			07/31/2004	\$17.55	8.0		OT Rates match-change step
701000004	Cov	9724	\$18.00	REG	5.0			10/30/2004	\$18.00	9.0	R	Over max -set to R
701000005	Cov	9724	\$18.00	REG	5.0	A		07/1/2004	\$18.00	9.0	A	Over max - already Above Scale
701000006	Cov	9724	\$17.55	REG	4.5			06/30/2004	\$17.55	4.5		No action, Prior to 07/1/04
701000007	Unc	9724	\$15.41	REG	3.5			09/30/2004	\$15.41	3.5		Not Cov, rates not 07/1/04
701000008	Cov	6680	\$17.08	REG	5.0			08/31/2004	\$17.08	5.0		Not RX
701000009	Cov	9724	\$17.14	STP	4.0			08/31/2004	\$17.14	4.0		Not REG or OT
701000010	Cov	9724	\$15.68	REG	2.0		6/30/2004	Indef				No action, separated prior to 07/1/04
701000011	Cov	9724	\$15.68	REG	2.0		07/01/2004	Indef	\$15.68	3.0		Separation date OK-change step
701000012	Cov	9724	\$3,054.00	REG	4.5			Indef	\$3,054.00	8.0		Assign step w monthly rate-rates match
701000032	Cov	9724	\$3,054.00	RTP	4.5			Indef	\$3,054.00	8.0		Start rate matches-assign step
701000013	Cov	9724	\$2792.01	REG	4.0			08/30/2004	\$2,851.00	5.0		Monthly rates don't match-assign higher step
701000014	Cov	9724	\$1,203.68	REG	1.0			09/15/2004	\$1,203.68	1.0		Biweekly rate matches-assign step
701000015	Cov	9610	\$20.84	REG				Indef	\$20.84	3.0		Rates match - assign step
701000016	Cov	9610	\$20.80	REG				12/31/2004	\$20.84	3.0		Rates don't match - assign step
701000017	Cov	9610	\$23.47	REG				07/31/2004	\$23.47	9.0		Rates match - assign step
701000018	Cov	9610	\$23.47	OTS				07/31/2004	\$25.90	2.0		OT Rates don't match-assign step. Existing Appointment Salary Grade (EDB 2008) of '1'

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Cases for RX Step Test – May 25, 2004												
EDB Emp ID	Rep	Title	Dist Pay Rate	DOS	Step	O/A	Sep Date	DIST End Date	EXPECTED RESULTS - NEW:			
									New Rate	Step	O/A	Comments
												is set to blank on existing Appointment 10.
701000019	Cov	9610	\$32.30	REG				10/30/2004	\$32.30	25.0	R	Over max - set to R
701000020	Cov	9610	\$32.50	REG		A		07/1/2004	\$32.50	25.0	A	Over max-already Above Scale
701000021	Cov	9610	\$27.00	REG				04/30/2004	\$27.00			Prior to 07/1/04
701000022	Unc	9610	\$25.00	REG				09/30/2004	\$25.00			Not Cov, rates not 07/1/04
701000023	Cov	9610	\$20.00	REG				Indef	\$20.03	1.0		Below Min-assign to step 1.0
701000024	Cov	9610	\$22.56	STP				Indef	\$22.56			Not REG or OT, step not assigned
701000025	Cov	9610	\$22.11	REG			06/30/2004	Indef				No action, separated prior to 07/1/04
701000026	Cov	9610	\$22.11	REG			07/01/2004	Indef	\$22.11	6.0		Separation Date OK-assign step
701000027	Cov	9610	\$4,004.00	REG				Indef	\$4,004.00	8.0		Assign step w monthly rate-rates match
701000028	Cov	9610	\$4,004.00	RTP				Indef	\$4,004.00	8.0		Start rate matches-assign step
701000029	Cov	9610	\$3,800.00	REG				Indef	\$3,848.00	6.0		Monthly rates don't match-assign step
701000030	Cov	9610	\$1,602.30	REG				09/15/2004	\$1,602.30	1.0		Biweekly rate matches-assign step
701000033	Cov	9724	\$15.3800	REG				Indef	\$15.3800	2.0		Distribution 18 is ended and no available distribution number under existing Appointment 10, a new Appointment 20 is created. All data from Appointment 10 is copied over to Appointment 20, except for Appointment Salary Grade value (2).
701000055	Cov	9724	\$15.3800	REG				Indef		2.0		Distribution 11 contains a future Pay Begin Date of 08/01/2004. Therefore, the derived Step value of 2.0 is moved to the existing Distribution 11. Note that the existing distribution is not

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Cases for RX Step Test – May 25, 2004												
EDB							Sep	DIST	EXPECTED RESULTS - NEW:			
Emp ID	Rep	Title	Dist Pay Rate	DOS	Step	O/A	Date	End Date	New Rate	Step	O/A	Comments
												ended and a new distribution is not created in this case.