



OFFICE OF THE SENIOR VICE PRESIDENT —
BUSINESS AND FINANCE

OFFICE OF THE PRESIDENT
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Re:	Release:	1601
	Service Requests:	80960
	Programs:	PPOT1601 (one-time)
	CICS Programs	None
	Copymembers:	None
	Include Members:	None
	DDL Members:	None
	Bind Members:	PPOT1601
	CICS Maps:	None
	Forms:	None
	Table Updates:	None
	Urgency:	Date Mandated (see Timing of Installation)

This release addresses the following service request:

Service Request 80960

The University and the American Federation of State, County, and Municipal Employees (AFSCME) union recently reached agreement on a new contract covering employees in the Patient Care Technical (PCT/EX) unit. The wages article for this agreement called for an across-the-board (ATB) increase of 2%, effective January 1, 2004.

San Francisco used the existing Range Adjustment Process to implement the 2% increase for their EX step-based population. For other locations, UCOP made available a one-time PPS program (SR 80956) to implement the 2% increase for eligible employees in open range titles. All locations used the Range Adjustment Process to increase rates for Per Diem titles.

Service Request 80960 asks that a one-time process be developed to extract data from the Final Range Adjustment File produced from PPP910 and the Adjustment File produced from PPOT1597 (ATB increase). This process will provide EX base pay changes reporting of each employee in a EX covered appointment. An electronic (tab delimited) file of this report will also be produced. The terms of the agreement specify an Effective Date of 01/01/2004 for the increase. The one-time EX 2004 Wage Reporting program will be modeled after the one-time released in Release 1362.

Programs

PPOT1601 (new)

A one-time process has been developed to produce a report and an electronic report data file of the base pay change(s) for each EX employee who received a rate adjustment as part of the 2004 EX wage implementation. The Final Range Adjustment file produced from the Range Adjustment Process (PPP910) and the Final ATB Adjustment File produced from PPOT1597 (Release 1597) are used as inputs.

Two versions of a Base Pay Change report are displayed. One version is sorted in order of Employee Name and displays the title 'Central Office Report of Base Pay Changes - EX'. The other version is sorted by Employee Name within Home Department and displays the title 'Departmental Report of Base Pay Changes - EX'.

An electronic report file in tab-delimited format is produced containing the same data as displayed on the detail one-time Central Office report.

Bind Members

PPOT1601

PPOT1601 is the one-time bind member for one-time program PPOT1601.

Test Plan

An installation Test Plan is provided with this release.

Installation Instructions

Installation Instructions are provided as a separate document.

Production JCL

The test JCL provided with this release to run PPOT1601 can be used as a model to create the production one-time JCL.

Timing of Installation

The installation of this release is *Date Mandated*.

This release must be installed, and the one-time program must be run as soon as practicable after all base pay changes affecting EX Covered employees under the current EX contract have been completed. In order to promote compliance with the EX unit agreement, it is requested that the electronic data file be provided to UCOP via FTP not later than the date specified below.

The EX Electronic Report file produced by execution of the one-time program associated with this release should be delivered to UCOP via ftp as soon as practicable after all retroactive processes have been completed but not later than *December 1, 2004*. The file is to be delivered to your normal campus ftp "dropbox" account, using the dataset name

FTPUSRn.PUT.EXWAGES.Y2004, where 'n' is the one-byte campus ID.

The LRECL for this file is 132, and it will be the campus' responsibility to properly allocate space for this dataset during the ftp transfer.

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

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