



OFFICE OF THE SENIOR VICE PRESIDENT —
BUSINESS AND FINANCE

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December 3, 2004

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Re:	Release:	1612
	Service Request:	16933, 16935
	Error Reports:	None
	Programs:	PPDB2PAR, PPEDTPAY, PPEDTRST, PPEM001, PPEM004, PPEM101, PPEXERPT, PPEY001, PPEY101, PPEY200, PPFEDTAX, PPGRSAUP, PPGRSCOH, PPGRSERN, PPGRSPAR, PPGRSRVW, PPGRSTIM, PPHDAUTL, PPHPARP1, PPKEYCHD, PPNETCLC, PPNETDED, PPNETDTK, PPNETRP1, PPNETUPD, PPNRARPT, PPPCMCHG, PPPCMFET, PPPCMUPD, PPPCMUTL, PPPCMUTW, PPP130, PPP360, PPP390, PPP400, PPP410, PPP520, PPP530, PPP560, PPP561, PPP562, PPP565, PPP690, PPRCGRSS, PPRCNET, PPRCOPT1, PPRCOPT2, PPSTARPT, PPWIBAL, USER12
	Copymembers:	CPLNKFED, CPLNKGRS, CPLNKGR1, CPLNKHDA, CPLNKNET, CPWSPATBL, CPWSRCPW, CPWSRPCM, CPWSXIC2, CPWSXIC5, CPWSXPAR, CPWSXPA1, CPWSXSBS
	Include Members:	PPPVPCM1, PPPVPCM2, PPPVZPCM, PPPVHDA2, PPPVEUD1, PPPVZEUD, PPPV400B
	DDL Members:	PPPVPCM1, PPPVPCM2, PPPVZPCM, PPPVHDA2, PPPVEUD1, PPPVZEUD, TBEUD00C, TBEUD09A (new), TBPCM00C, TBPCM20A (new), PPPV400B
	Bind Members:	None
	CICS Maps:	PPIBAL0
	Forms:	None
	Table Updates:	Benefit Rates Table, System Messages Table, System Parameter Table, Gross-to-Net Table, Data Element-Table, CICS Help
	Urgency:	Date-Mandated (see Timing of Installation)

Release 1605 (Phase I of Postdoctoral Scholar changes) contained the first release addressing implementation of benefits for postdoctoral scholars. That release contained the one-time program for checking DOS codes for inconsistencies, on-going EDB DOS Code edits, BELI derivation related to Postdoctoral Scholars, Insurance Reduction Indicator edit related to Postdoc Scholars, and edits for tax treaty income codes. In addition, the BELI Derivation process (PPPBELI) contains temporary code specifically for the monthly maintenance to begin December process.

Release 1607 (Phase II of Postdoctoral Scholar changes) contained the one-time program to set the Assigned BELI (EDB0360) to 'P' for those Postdoctoral Scholars whose Derived BELI (EDB 0375) is 'P', EDB File Maintenance edits for Assigned BELI and postdoc medical, dental, and vision plans, EDB Daily Maintenance process, and EDB Monthly Periodic Maintenance process. In addition, a one-time was provided to produce a separate open enrollment carrier file for postdoc plans.

This release addresses the following service requests:

Service Request 16933

In May 2003, President Richard Atkinson (Emeritus) announced Academic Personnel Policy 390-Postdoctoral Scholars (Postdoc). This policy applies to the Postdoc-Employee, the Postdoc-Fellow and Trainee paid through University accounts, and the Postdoc-Fellows and Trainees, funded from fellowships or trainee-ships, paid directly to the individual. The new policy provides for consistent treatment for both the Postdoc-Employee and the Postdoc-Fellow or Trainee.

In response to Academic Personnel Policy 390-Postdoctoral Scholars (Postdoc), representatives from the University of California, Office of the President (UCOP)-Academic Advancement, UCOP Human Resources and Benefits (HR/B), and UCOP Financial Management have met and discussed with campus Graduate Division representatives at various intervals the topics relating to the administration of Postdoctoral Scholar Benefits Plan (PSBP). The document addresses the modifications needed in the Payroll/Personnel System (PPS) to accommodate the special coding needed for PSBP as it encompasses and affects the Postdoc-Employee (TC 3252), the Postdoc-Fellow (TC 3253), and the Postdoc-Paid Direct (TC 3254).

In order to incorporate Postdocs into the EDB as a unique group, new values should be added to the Benefits Eligibility Level Indicator (BELI), Description of Service Table, and Gross-to-Net Table. New health and welfare plan codes should be added to distinguish the PSBP from the existing University H&W plans. [A separate document will be prepared to describe the required changes needed in order to add the new benefit plans and the new BELI value "P-Postdoctoral Scholar Eligibility."]

The payroll computation process should be modified so that Postdoc-Fellows (TC 3253) and Postdoc-Paid Directs (TC 3254) can have their PSBP premiums processed through a payroll compute cycle. The fellowship/scholarship payments made to Non-Resident Aliens should be recorded in a separate gross field for reporting at year-end. Additionally, the Postdoc should be included in the Enrollment File process and the new PSBP plans should be added to the Self-Billing and Consolidated Billing processes.

The Distribution of Payroll Expense process should be modified so that it can identify and record the Postdoc benefits by unique Object Codes. Further, other reporting processes, such as the Corporate Personnel System and the Corporate Financial System, should be modified to identify Postdoctoral appointees. Modifications to the Form W-2 and Form 1042-S processes will be discussed in separate documents.

Service Request 16935

This Service Request specifies the modifications to the Payroll/Personnel System (PPS) that are required to provide health and welfare benefits to postdoctoral scholars. The requirements are a complement to Service Request 16933, which provides the requirements for all other aspects of the Postdoc project.

Section 1.9 of the service request states:

"Postdoc medical, dental, and vision enrollments should use the same carrier file process used for employee plans. Medical, dental, and vision enrollments should be reported in a file for the plan corresponding to the postdoctoral scholar's enrollment. Modifications should be made to distinguish enrollment in employee Supplemental Disability from enrollment in PBSP disability, and to create separate files for the different disability carriers".

Due to the complexity of the changes and their interrelationship to each other, the above changes will be released in phases.

Release 1612 (Phase III of Postdoctoral Scholar changes) contains modifications to the Monthly Carrier File Process, Consolidated Billing and Self Billing Processes, Compute (includes Rush Checks) and Expense Distribution. In addition, specific modules in the EDB File Maintenance Process are modified to include new field 'YTD-FELLOWSHIP-GRS' to the HDA Array in the portion related to gross amounts. Program PPP690 which reports selected employees with 998-exempt-status has been modified. Currently, employees selected for 998-exempt-status reporting must have at least one distribution which is not DOS Code of 'WOS'. A DOS Code of 'PDW' has been included in the existing condition which checks for DOS Code of 'WOS'.

Programs

PPDB2PAR

The Fellowship Gross has been added to the PPPEUD table of the DB2 PAR.

PPP360, PPEDTPAY, PPEDTRST

The Payroll Compute Edit process has been modified to insure consistent Title Code/ DOS combinations for Postdoc processing. These edits are associated with TX, TE, AP, LX, RX, RA and ST pay transactions as well as Transfers of Payroll Expense, Cancellations, Overpayments, Hand-drawn and Rush Checks. It is not advisable to lessen the Error Severity of these edit messages.

PPEM001, PPEM004, PPEM101, PPEXERPT, PPEY001, PPEY101, PPEY200

YTD Fellowship Gross (EDB 5555) has been added to the HDA Array for references purposes only and the corresponding FILLER-5555 field has been removed.

PPP390, PPGRSAUP, PPGRSCOH, PPGRSERN, PPGRSPAR, PPGRSRVW, PPGRSTIM

The Gross Pay process has been modified in various areas to support the development of the new PAR field Fellowship Gross to include pay associated with DOS values FEN, FEL, and PDD. For DOS value FEL payments, a special gross field has been developed for splitting FWT Tax NRA among two rates (i.e., one for FWT tax table and special FEL NRA rates of 14 & 30 percent). Additionally, "Without Salary" Time Report Code appointments will be examined and when the BELI is "P" and the Title is either 3253 or 3254, an automatic (AU) payment will be issued for any DOS value PDW distributions.

PPP400, PPNETCLC, PPNETDED, PPNETDTK, PPNETRP1, PPNETUPD

The Gross-To Net process has been be modified as follows:

- Values for System Parameters 193 and 194 (Postdoc NRA FWT deduction rates; Visa Type F/J and all others, respectively) have been loaded to appropriate linkages.
- The BELI Indicator is accessed and passed to lower level modules.
- When the BELI Indicator is P, and current earnings month payments are resident for either Title Code 3253 or 3254, University insurance contributions will be issued without regard for current month hours on pay status. Also, startup logic for the monthly cycles ending 12/2004 will automatically issue University insurance contributions for Postdoc individuals. During this startup month, all postdoc individuals will receive University contributions for Health, Dental and Vision (as per enrollment) regardless of whether or not their appointment does not begin until 01/2005. As no payment is reported for these individuals (Total Gross is zero), the entire premium will be issued as University contribution. For these individuals, the entire premium will be reported as imputed income when applicable.

PPFEDTAX

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The Federal Tax development has been modified to develop two separate deductions, one for normal FWT withholding tax and one for the new GTN636 FEL NRA deduction. System Parameter 193 and 194 are used as the FEL portion rate based on Visa Type.

PPHDAUTL

YTD Fellowship Gross has been added to the HDA Array. In addition, the YTD Fellowship Gross from the HDA Array is moved to the equivalent DB2 column on the PPPPCM Table.

PPHPARP1

Since both Employee Supplemental Disability and Postdoc Supplemental Disability have Benefit Type of 'Z' on the HPA (Historical Premium Activity) table, logic has been changed to include the dummy Plan Code with the Benefit Type when determining the appropriate Company Name for display on the exception report.

PPKEYCHD

The DB2 SELECT statement associated with the PPPPCM table has been modified to include the new YTD Fellowship/Scholarship Gross (YTD_FELLOWSHIP_GRS) column.

PPNRARPT

YTD Fellowship Gross (EDB 5555) has been added to the HDA Array for references purposes only and the corresponding FILLER-5555 field has been removed.

PPPCMCHG, PPPCMFET, PPPCMUPD, PPPCMUTL, PPPCMUTW

The above programs are the standard parts of the EDB Fetch/Update complex for the PPPPCM table.

The modules have been modified to process the new YTD Fellowship Gross (DB2 column name of YTD-FELLOWSHIP-GRS).

PPP130

YTD Fellowship Gross has been added to the HDA Array. In addition, the YTD Fellowship Gross from the HDA Array has been moved to the equivalent DB2 column on the PPPPCM Table.

PPP410

The YTD Fellowship Gross will be retrieved from the EDB record (after posting) and recorded on the PAR.

PPP520

Program PPP520 has been modified so that when BELI Indicator is "P" and an insurance benefit remains uncharged due to no eligible earnings (i.e., 12/2004), a special startup routine will examine appointment/distributions with Title Codes 3252, 3253 and 3254 which are active in 12/2004 and/or 01/2005. The uncharged Postdoc benefit will then be charged to each appropriate EDB distribution. When no eligible EDB distributions are present, the entire remaining benefit will be charged to the special Postdoc Miscellaneous FAU.

PPP530

Program PPP530 has been modified to maintain separate Departmental Benefit charges for Title Code 3252, 3253, and 3254 benefit entries for Health, Dental, and Vision contributions. These departmental benefit charges will be assigned a Postdoc Object Code

PPP560

Currently, PPP560 produces the Enrollment File and Actual Premium Activity File from monthly carrier processing.

To process the Postdoc-Paid Supplemental Disability deductions from the PAR file, the following changes have been made:

Similar to the Employee Supplemental Disability deductions, the Postdoc-Paid Supplemental Disability Deductions are written to the Actual Premium Activity File and not to the Enrollment File.

The Postdoc-Paid Supplemental Disability deduction is stored in entry 24 of the WT1-TABLE-ELEMENTS. The constant for the Insurance Code will be '9', similar to the existing Insurance Code value for Employee Supplemental Disability in entry 23.

The fact that the Postdoc-Paid Supplemental Disability (GTN 325, formerly named EPD) and the Postdoc-Paid Supplemental Disability (GTN 635) both have a benefit type of 'Z' on the GTN Table, an internal dummy insurance type of 'P' is moved to the insurance entry when the GTN Benefit Type is 'Z' and the GTN Number is '635'. The internal dummy insurance type of 'P' is referenced when loading an entry in the internal WT5-Insurance-Table.

A dummy Plan Code of 'PD' is moved to the XAPA-PLAN-CODE field, similar to the existing logic which moves a dummy Plan Code of 'DI' to the XAPA-PLAN-CODE field for Employee Supplemental Disability.

The BRS Coverage Effective Date taken from the PPPBRS Table is used as the employee's Postdoc Supplemental Disability Coverage Effective Date.

PPP561

PPP561 reads the Actual Premium Activity file created by PPP560, and inserts the records to the Historical Premium Activity table (PPHPA). It calculates adjustments and adds them to the preliminary Carrier file to produce the final Carrier file.

Because postdoc benefit rates are valid beginning 01/01/2005, temporary code has been added so that the existing logic to do positive adjustments are bypassed when the coverage effective date is prior to 01/01/2005.

PPP562

New logic has been added to include the Postdoc-Paid Supplemental Disability (from the HPA table on the Benefits Deduction Register report (PPP5622)

New logic has been added to include the Postdoc-Paid Supplemental Disability on the Self Billing Statements Report (PPP5623).

Currently, the existing Control Break logic related to Supplemental Disability breaks on a change to the Benefit Type of 'Z'. The Control Break logic has been modified to include a change to the dummy plan code of 'PD'.

Grand totals are provided for the Postdoc-Paid Supplemental Disability portion of the report. For the Postdoc plan code translations, the Company name value has been taken from copymember CPWSXIC2.

SBS tab-delimited records are written for the Postdoc-Paid Supplemental Disability (see copymember CPWSXSBS).

PPP565

When writing the SBS Postdoc Supplemental Disability record to the single consolidated FTP File, a record ID of '05' will be moved to the record type field to identify the record as SBS Postdoc Supplemental Disability data.

PPP690

Currently, employees selected for 998 exempt status reporting must have at least one distribution which is not DOS Code of 'WOS'. That is, if an employee with a 998 exempt status has all WOS related distributions, then the employee is not selected for reporting.

A DOS Code of 'PDW' is included in the existing condition that determines whether the employee is selected for the 998 exempt status reporting.

PPRCGRSS

This programs computes grosses for online rush checks. It was modified to compute the postdoc grosses and store them in the new fields in the CPWSRCPW external.

PPRCNET

This program controls the gross to net computation for online rush checks. It was modified to populate the new fields in the CPLNKNET linkage area from those in the CPWSRCPW external for use by the dual use gross-to-net modules.

PPRCOPT1 & PPRCOPT2

These programs were modified to obtain and store the postdoc system parameters 193 and 194.

PPSTARPT

YTD Fellowship Gross (EDB 5555) has been added to the HDA Array for reference purposes, and the corresponding FILLER-5555 field has been removed.

PPWIBAL

The YTD Fellowship Gross value from the PPPPCM Table has been moved to the screen's corresponding YTD Fellowship Gross label.

USER12

The value in YTD Fellowship Gross (EDB 5555) has been taken from the HDA Array, and moved to the External PPPPCM record.

Copymembers

CPLNKFED

Calculation fields for the Postdoc Non-Resident Alien and the Deduction-to-Take for the Postdoc Non-Resident Alien Federal Taxable Withholding Deduction has been added this copymember.

CPLNKGRS

YTD Fellowship Gross replaces the FILLER-5555 field, and the Assigned BELI (EDB 0360) field has been added to this copymember.

CPLNKGR1

Postdoc grosses were added to this copylib member.

CPLNKNET

Postdoc earnings Indicators used in the compute, and Postdoc grosses have been added to this copymember. In addition, the Assigned BELI (EDB 0360) field have been added to this copymember.

CPWSPATBL

The Fellowship Gross have been added to the PPPEUD table.

CPWSRCPW

The Fellowship Gross and Assigned BELI were added to this copylib member.

CPLNKHDA

The YTD Fellowship/Scholarship Gross (EDB 5555) has been added to the linkage.

CPWSRPCM

The YTD Fellowship/Scholarship Gross (EDB 5555) has been included in the existing record layout. In addition, the existing filler with a length of 406 has been reduced by length 5.

CPWSXIC2

Currently, a unique campus Control Number is required for each of the life insurance, disability and AD&D report headings and SBS records. Fields have been added to CPWSXIC2 to define control numbers and the associated company names for the Postdoc Supplemental Disability. Thus, campuses will be required to enter local control number values as part of the installation.

Deduction Number 636, Non-Resident Alien Federal Tax has been added to CPWSXIC2.

CPWSXIC5

The Postdoc Miscellaneous Benefit FAU (used for leftover benefit charges) as well as special Postdoc Object Codes for Health, Dental, and Vision departmental charges have been added to this copymember.

CPWSXPAR

Postdoc related Fellowship Gross has been added to the fixed portion, and various postdoc work areas which are passed between PPP390 and PPP400 have been added to the work areas portion.

CPWSXPA1

Postdoc related Fellowship Gross as been added to the fixed portion.

CPWSXSBS

CPWSXSBS has been modified to include the SBS format for the Postdoc Supplemental Disability data.

Include Members

PPPVPCM1, PPPVPCM2, PPPVZPCM, PPPVHDA2

The DB2 column name of YTD_FELLOWSHIP_GRS has been added to the above Include members that define the DB2 Column names and COBOL field names for the views of the PPPPCM table.

PPPVEUD1, PPPVZEUD

The DB2 column name of FELLOWSHIP_GROSS has been added to the above Include members that define the DB2 Column names and COBOL field names for the views of the PPPEUD table.

PPPV400B

The DB2 column name of VISA_TYPE has been added to the above Include member that defines selected DB2 Column names and COBOL field names for the PPPV400B_PAY view of the PPPPAY table.

DDL Members

TBEUD00C, PPPVEUD1, PPPVZEUD

Currently, the above DDL members create the PPPEUD Table and the appropriate table views.

The column name of FELLOWSHIP_GROSS has been added to the table and the table views.

TBEUD09A

This DDL is used to alter the Table PPPEUD to include the DB2 column named of FELLOWSHIP_GROSS

TBPCM00C, PPPVPCM1, PPPVPCM2, PPPVZPCM

Currently, the above DDL members create the PPPPCM Table and the appropriate table views.

The YTD Fellowship/Scholarship Gross (YTD_FELLOWSHIP_GRS) has been added to the table and the table views.

TBPCM20A

This DDL is used to alter the Table PPPPCM to include the YTD Fellowship/Scholarship Gross (YTD_FELLOWSHIP_GRS).

PPPV400B

Currently, the above DDL member creates the view PPPV400B_PAY of the PPPPAY table for use in program PPP400 and net pay derivation modules. It was modified to include the VISA_TYPE field.

CICS Maps

PPIBAL0

This map defines the label fields and data fields for the existing IBAL screen.

The YTD Fellowship/Scholarship Gross has been added to the screen display.

JCL Changes

PPP562

JCL has been modified to include the output Postdoc Supplemental Disability data to the SBS tab-delimited file as DD Name of **SBSPSD** with a **LRECL** of **117**.

PPP565

JCL has been modified to include the DD Name of **SBSPSD** for the input SBS Postdoc Supplemental Disability File.

Table Updates

Benefit Rates Table

Valid rates for the postdoc plans 'P1', 'P2', 'P3', 'P4', and 'P5' have been defined on the Benefit Rates table.

System Messages Table

Messages used in the compute and Expense Distribution process have been added to this table.

System Parameter Table

New entries 193 and 194 to establish rates for the Postdoc Non-Resident Alien Federal Taxable Withholding Gross have been added to the table.

Data Element Table

Data element 5555 for the YTD Fellowship Gross has been added to this table.

Gross-to-Net Table

GTN number 636 related to Postdoc Non-Resident Alien Federal Taxable Withholding Gross has been added to the table.

CICS Help

New help text (EDB 5555) is added to the on-line CICS Help.

Test Plan

A separate Test Plan document is provided with this release.

Installation Instructions

A separate Installation Instructions document is provided with this release.

Timing of Installation

The installation of this release is Date-Mandated.

This release must be installed after all computes for November earnings are complete and before the MO compute for December earnings.

Note that this release is the one referenced in step 17 of the Year End Processing Sequence document online at <http://www.ucop.edu/payroll/documents/YearEnd2004.pdf>.

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Refer to the installation instructions document for complete details.

As usual, campuses are encouraged to install this release in as timely a fashion as possible, and in the normal numeric sequence of releases.

If there are any questions, please send electronic mail to Jim.Tuohig@ucop.edu, or call (510)987-0741.

Jim Tuohig