

Release 1647

Service Request 16954

Salary Rate Limitation

Detail Design

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Enterprise IT Services
Information Resources & Computing
Office of the President
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Overview

Various government agencies, including the National Institute of Health (NIH), have established guidelines that restrict charging payroll expenses at payrates in excess of the Executive Level II of the Federal Executive Pay Scale.

To ensure compliance with these Salary Cap guidelines within the EDB File Maintenance edit process, the following system modifications will be implemented in PPS.

1. The Fund Group Table will be used to identify funding groups subject to salary limitation.
2. The Assessment Rate Table will be used to store salary limits applicable to varying effective dates.
3. Whenever pertinent EDB Appointment/Distribution elements are added or changed for an individual, the payrate associated with these changes will be edited for consistency against the appropriate Salary Cap as directed by the above two Control (CTL) Tables. These edits will effectively block those data changes which will cause the individual to exceed the defined funding cap.

These modifications permit flexibility so that multiple funding organizations with varying rate limits and differing fiscal effective dates will be handled appropriately as per the use of the Fund Group and Assessment Rate Tables.

Description of Modifications

Control Table Updates

Routine Definition Table

Module PPEC603 (new) will be added to the RTD with the definition “Salary Cap Enforcement Edits”.

Processing Group Table

The new consistency edit module PPEC603 will be assigned to the USER08 Processing Group “0009” for execution based on Consistency Edit trigger “603”. That is, edit module PPEC603 will be executed for an individual whenever an EDB element associated with Trigger 603 has been added or changed.

Data Element Table

Consistency Edit Trigger “603” (new) will be assigned to the following EDB elements:

1. Rate Code (DE 2015)
2. Basis (DE 2010)
3. Paid Over (DE 2011)
4. Pay Schedule (DE 2016)
5. Full Accounting Unit (FAU) (DE 2113)
6. Distribution Begin Date (DE 2123)
7. Pay Rate (DE 2125).

Additionally, Consistency Edit Trigger “052” (currently assigned to the Distribution DOS) will also be assigned to the Distribution FAU (DE 2113). This will cause module PPEC052 (pre-existing) to be executed whenever there is a change to either the Distribution DOS or the Distribution FAU.

Fund Group Table

Entries for new Grouping Definition “SALRYCAP” will be added to the Fund Group Table. The four character Group Code (s) identified on these entries must correspond to a four character Assessment Rate Code contained on the Assessment Rate Table.

Assessment Rate Table

Entries for new Benefit Assessment Type “CAP” will be added to the Assessment Rate Table. The four character Assessment Rate Code (s) identified on these entries must correspond to a four character Group Code contained on the Fund Group Table. The Annual Salary Cap amount for each entered Effective Date will be entered in the “Rate” field and should be right justified in the provided seven numeric columns of the Rate field. That is, the decimal positions should be disregarded so that an annual cap amount of \$171,900 should be added as “0171900”.

System Message Table

The following entries will be added:

Message	Severity	Text
CN-603	Empl Reject	CONSISTENCY EDIT 603 FAILED
08-646	See Operatn	FAILURE OF PPFAU018 (FUND GROUP TBL SELECT)
08-647	Warning	SALARY CAP RATE NOT FOUND FOR APPLICABLE TIME PERIOD
08-648	Empl Reject	PAY RATE GREATER THAN ALLOWABLE CAP FOR FUND SOURCE
08-649	Warning	BY AGREEMENT DOS NOT ALLOWED WITH CAPPED FUND SOURCE

Program Modifications

PPEC603

Module PPEC603 (new) will be called to perform Salary Cap edits during the EDB File Maintenance process whenever one or more of the following elements have been changed or added:

- Appointment Rate Code (EDB 2015)
- Appointment Basis Code (EDB 2010)
- Appointment Paid Over Code (EDB 2011)
- Appointment Pay Schedule Code (EDB 2016)
- Distribution Begin Date (EDB 2053)
- Distribution FAU (EDB 2113)
- Distribution Pay Rate (EDB 2055).

Examine Appointments/Distributions

The “before/after” External Appointment/Distribution arrays will be examined. Each applicable “appointment” level element will be tested for explicit change. This will be followed by applicable “distribution” level element testing, as necessary.

When one or more of the above “appointment” level elements have changed, then ***all*** of the distributions associated with that appointment will be edited. When only “distribution” level elements have changed, then only the affected distribution (s) will be edited.

Fund Group Table Access

For each distribution to be edited, PPFAU018 (“below the line” module for Fund Group Table selection) is called indicating “SALRYCAP” as the Grouping Definition and using the Distribution FAU as linkage input.

On return from PPFAU018, if module failure is indicated, message 08-646 (See Operations) is issued. Otherwise, if PPFAU018 indicates a Funding Group match was not made, further Salary Cap edits are bypassed for the distribution (i.e., payrate limitations are not applicable to this funding source).

Assessment Rate Table (ART) Access

Once PPFAU018 has determined that Salary Cap restrictions are applicable, the ART table must be accessed to determine the appropriate Annual Rate maximum for the funding source. To supply this function, a DB2 cursor is opened to supply the earliest ART row where:

1. The ART Effective Date is equal or prior to the supplied Argument Date AND
2. The ART Assessment Type is equal to "CAP" AND
3. The ART Assessment Rate Code (4 characters) is equal to the Fund Group Code (4 characters) returned by PPFAU018.

In the ART row selection, the Argument Date supplied is determined as follows:

1. If the Distribution End Date is earlier than the last day of the current Process Month (SCR Current Month) , the Distribution End Date will be used.
2. If the Distribution Begin Date falls after the last day of the current Process Month (i.e., a future distribution) , the Distribution Begin Date will be used.
3. Otherwise, the last day of the current Process Month will be used.

If no row is selected via the above process, message 08-647 (Warning; "Salary Cap Rate not found for applicable time period") is issued and the distribution is bypassed. Generally, this implies that the distribution will be, or has, expired prior to Salary Cap rate enforcement. (However, it could also mean that ART table rates are not resident for Assessment Rate Code associated with the returned Fund Group Code).

Calculate Monthly Rate Cap

Both the selected ART Rate and Distribution Pay Rate must be converted to monthly rates prior to cap comparison.

Since the selected ART Rate is an annual rate, the monthly cap is determined as follows:

- If the Appointment Basis is "09" and the Appointment Paid Over is "12", the Monthly Rate Cap is calculated:

$$(\text{ART Rate} / 12) \times 9 / 12$$

- If the Appointment Basis is "10" and the Appointment Paid Over is "12", the Monthly Rate Cap is calculated:

$$(\text{ART Rate} / 12) \times 10 / 12$$

- For all other cases, the Monthly Rate Cap is calculated:

$$(\text{ART Rate} / 12)$$

Calculate Monthly Pay Rate

The Distribution Pay Rate is converted to the monthly rate as follows:

1. If the Appointment Rate Code is “H” (hourly), then the average hours per month is implied to be 174 (i.e., 2088 / 12). Therefore, the Monthly Pay Rate is calculated:

$$\text{Distribution Pay Rate} \times 174$$

2. Otherwise (Appointment Rate Code is “A” or “B”):

- If the Appointment Pay Schedule is “BW”, the Monthly Pay Rate is calculated:

$$(\text{Distribution Pay Rate} \times 26) / 12$$

- If the Appointment Pay Schedule is “SM”, the Monthly Pay Rate is calculated:

$$\text{Distribution Pay Rate} \times 2$$

- Otherwise (the Appointment Pay Schedule is neither “BW” nor “SM”), the Monthly Pay Rate is set to the same value as the Distribution Pay Rate.

Comparison to Rate Cap

As a final step, the calculated Monthly Pay Rate is compared to the Monthly Rate Cap. If the Monthly Pay Rate exceeds the Monthly Rate Cap, message 08-648 (Employee Reject) is issued.

PPEC052

Module PPEC052 performs EDB Distribution consistency edits based on DOS table attributes and is activated based on Consistency Edit Trigger “052”. In addition to the Distribution DOS and other related Data Elements, Consistency Edit Trigger “052” will be assigned to the Distribution FAU (DE

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2113). This will cause module PPEC052 to be executed whenever there is a change to either the Distribution DOS or the Distribution FAU.

PPEC052 will be modified so that when the associated DOS Calculation Function is an "A" (amount type of payment with no associated time factor), the Fund Group Table (via PPFAU018) will be accessed for Grouping Definition "SALRYCAP" using the Distribution FAU. If PPFAU018 indicates that the funding source is restricted by a Salary Cap, message 08-649 (Warning; "By Agreement DOS not allowed with a Capped Fund Source") will be issued.