

**Test Plan**  
**RELEASE 1670**

**Senior Management Supplement Changes**

November 1, 2005  
09:00 AM

Application Technology Services  
Information Resources & Computing  
Office of the President  
University of California

## Table of Contents

TESTING OVERVIEW .....	1
CONTROL TABLE (CTL) INITIAL LOAD (LOADCTL).....	2
EMPLOYEE DATA BASE (EDB) INITIAL LOAD (LOADEDDB).....	3
PAR DATA BASE (PAR) INITIAL LOAD (LOADPAR) .....	4
MO COMPUTE (CAUG05MO) .....	5
B2 COMPUTE (CAUG05B2).....	14
B1 COMPUTE (CAUG05B1).....	17
AUGUST EXPENSE DISTRIBUTION (RUNEXPDT).....	18
MONTHLY SMS REPORTING (RUN538).....	21
UCRS CONTRIBUTION FILE (RUNI730).....	22
PAYROLL/PERSONNEL BATCH IVR (RUNIVR).....	26
QUARTERLY SEVERANCE PAY PROCESS (RUN82QTR).....	28
MONTHLY SEVERANCE PAY PROCESS (RUN81MON).....	29
EMPLOYEE DATA BASE (EDB) LOAD (LOADEDDB2).....	30
BATCH PERIODIC MONTHLY MAINTENANCE (EDBMONTH) .....	31
SEVERANCE PAY PAYOUT REPORT (RUN830) .....	32
ON-LINE EDB ENTRY/UPDATE.....	33
ON-LINE RUSH CHECKS .....	37

## Testing Overview

This test plan addresses the test runs and cases constructed to verify the correct installation of Release 1670. The test is made up of the following components:

1. Control Table Data Base (CTL) Initial Load (LOADCTL)
2. Employee Data Base (EDB) Initial Load (LOADEDDB)
3. PAR Data Base (PAR) Initial Load (LOADPAR)
4. MO Compute (CAUG05MO)
5. B2 Compute (CAUG05B2)
6. B1 Compute (CAUG05B1)
7. August Expense Distribution (RUNEXPDT)
8. Monthly SMS Reporting (RUN538)
9. UCRS Contribution File (RUNI730S)
10. Payroll/Personnel Batch IVR (RUNIVR)
11. Quarterly Severance Pay (RUN82QTR)
12. Monthly Severance Pay (RUN81MON)
13. Employee Data Base (EDB) Load (LOADEDDB2)
14. Batch Periodic Monthly Maintenance (EDBMONTH)
15. Severance Pay Payout Report (RUN830)
16. On-line EDB/Entry Update
17. On-Line Rush Checks

## **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.

## **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.

## **PAR DATA BASE (PAR) INITIAL LOAD (LOADPAR)**

### **Description**

This job loads the PAR database.

### **Verification**

In order to assure successful completion of this job, verify that the PAR has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the data base.

## MO Compute (CAUG05MO)

### Description

This job processes the MO Compute with a pay period end date of '08/31/05'.

*Note: At UCOP, the test NACHA file produced from the MO compute has been sent, via ftp process, to Fidelity for verification of the data related to SMS contributions.*

### Verification

Verify the data on the following reports:

#### PPP3601 (Error Correction Report)

Employee ID: 601000003, Name: TESTCASE3, PAUL has the following messages issued:

The following messages are issued, because the original gross on transfer type E1 is missing.

36-307 (**TRAN REJECT**) ORIGINAL GROSS CANNOT HAVE ZERO GROSS

36-305 (**TRAN REJECT**) SUM OF TRANSFER GROSSES EXCEED ORIGINAL GROSS

Employee ID: 601000029, Name: TESTCASE29, PAUL has the following message issued, because the Total SPP Paid amount on the SPP table is not zero.

36-408 (**TRAN REJECT**) TRANSACTION INVALID – SEVERANCE PAYOUT ALREADY MADE

#### PPP3701 (Transaction Holding File List)

Verify that the following specific Employee IDs are listed on this report. These employees have RF, DS, and expense transfer transactions:

THF	EMPLOYEE	NAME	TRN	TRANSACTION	IMAGE
SEQ #	I.	D.	CD	...15...	...20...25...30..
00174			BA	A356PAY00000005250000	
00175	601000012	TESTCASE12,	P	RF	0743 0010000
00176	601000012	TESTCASE12,	P	RF	0746 0010000
00177	601000013	TESTCASE13,	P	DS	0745 0005060+
00178	601000013	TESTCASE13,	P	DS	0746 0005060+
00179	601000013	TESTCASE13,	P	DS	0747 0005060+
00180	601000014	TESTCASE14,	P	DS	0745 0020060+
00181	601000014	TESTCASE14,	P	DS	0746 0020060+
00182	601000014	TESTCASE14,	P	DS	0747 0020060+
00183	601000016	TESTCASE16,	P	DS	0745 0010060+
00184	601000016	TESTCASE16,	P	DS	0746 0010060+
00185	601000016	TESTCASE16,	P	DS	0747 0010060+

THF SEQ #	EMPLOYEE I. D.	NAME	TRN	TRANSACTION CD	IMAGE
				...15...20...25...30...35.	
00186			BA	A360PAY0000005250000	
00187	601000002	TESTCASE2,	PA E1	00060163404918	19900 1
00188	601000002	TESTCASE2,	PA E2	0006016U300000	000000 084150 03
00189	601000002	TESTCASE2,	PA E3	00060161100000	3661001 19900
00190	601000003	TESTCASE3,	PA E1	00060163404918	19900 1
00191	601000003	TESTCASE3,	PA E2	0006016U150000	000000 000000 00
00192	601000003	TESTCASE3,	PA E3	00060161100000	3661001 19900
00193	601000009	TESTCASE9,	PA E1	00060163404918	19900 1
00194	601000009	TESTCASE9,	PA E2	0006016U300000	000000 042075 01
00195	601000009	TESTCASE9,	PA E3	00060161100000	3661001 19900
00196	601000021	TESTCASE21,	P AP	083105M00 01183404918	19900
00197	601000022	TESTCASE22,	P AP	083105M00 01093404918	19900
00198	601000023	TESTCASE23,	P AP	083105M00 01023404918	19900
00199	601000024	TESTCASE24,	P AP	083105M00 17733404918	19900
00200	601000029	TESTCASE29,	P AP	083105M00 17733404918	19900

**PPP3804 (Consolidation Rejected Batches & Transactions)**

This set of expense transfer transactions is entirely rejected because the original gross is missing.

THF SEQ #	EMPLOYEE I. D.	NAME	TRN	TRANSACTION CD	IMAGE
				...15...20...25...30...35...40...45...50...55..	
00190	601000003	TESTCASE3,	PA E1	00060163404918	19900 1 003308310
00191	601000003	TESTCASE3,	PA E2	0006016U150000	000000 000000 000000 00000 00000
00192	601000003	TESTCASE3,	PA E3	00060161100000	3661001 19900 1 B
00200	601000029	TESTCASE29,	P AP	083105M00 17733404918	19900 1 001

**PPP3903 (Gross Pay Derivation)**

Employee ID: 601000022, Name: TESTCASE22, PAUL has the following message(s) issued:

39-480 (WARNING) SEV PAYOUT DIFFERS FROM ESTIMATE BY MORE THAN % ALLOWED  
39-482 (WARNING) TOTAL SEVERANCE PAYOUT EXCEEDS PAYOUT LIMIT

Employee ID: 601000024, Name: TESTCASE24. PAUL has the following message(s) issued:

39-482 (WARNING) TOTAL SEVERANCE PAYOUT EXCEEDS PAYOUT LIMIT

**PPP4207 (Bank Disbursement Request)**

Verify the totals for the following groups of GTN numbers:

ORGANIZATION	GTN AMOUNT	ORG. AMOUNT
SMS-CONTR-DCP		
GTN# 742	1,500.00	

Final  
November 1, 2005

GTN# 745	3,052.40		
TOTAL		4,552.40	0.00
<b>SMS-CNTR-403B</b>			
GTN# 743	7,400.00		
GTN# 746	10,751.80		
TOTAL		18,151.80	0.00
<b>SMS-CNTR-457B</b>			
GTN# 744	1,400.00		
GTN# 747	6,351.80		
TOTAL		7,751.80	0.00
<b>GTN SP TOTAL</b>		158,393.28	0.00

**Verify SMS contributions on check stub**

Below is a sample of the check stub containing SMS contributions:

601000001	08/31/05	2 0-00430	S000	S000	.00	16.98	.00	16.98
PAUL TESTCASE1			000	08/31	.00	8.49	.00	8.49
12,000.00	11,779.00	4,622.55	221.00	0.00				7,156.45
12,000.00	11,779.00	4,622.55						
REGULAR	1.0000	12000.00	DCP REGULAR	221.00	---YEAR-TO-DATE---			
***TOTAL GROSS***		12000.00	MEDICARE	174.00	MEDICARE		174.00	
			OASDI	744.00	CA STATE TAX		906.27	
			FEDERAL TAX	2798.28	OASDI		744.00	
			CA STATE TAX	906.27	FEDERAL TAX		2798.28	
			*TOTL DED*	4843.55	DCP REGULAR		221.00	
					<b>SMS CNT 403</b>		<b>1010.00</b>	
			-UC CONTRIBUTIONS-		<b>SMS 403B SUP</b>		<b>550.00</b>	
			CM(BC) CONT	48.00				
			DELTA DENTAL	34.10				
			VISION PLAN	13.47				
			<b>SMS CNT 403</b>	<b>1000.00</b>				
			<b>SMS 403B SUP</b>	<b>500.00</b>				
			*TOTL CNTRB*	1595.57				

**Verify SMS contributions on surepay form**

Below is a sample of the Surepay (Surepay Option '4') containing SMS contributions:

*TOTAL GROSS EARNINGS*	\$11,000.00	\$11,000.00
RETIREMENT/SAVINGS		
DCP Regular	201.00	201.00
SOCIAL SECURITY		
Medicare	159.50	159.50
OASDI	682.00	682.00
TAXES		
Federal Income Tax	2,523.88	2,523.88
CA State Income Tax	815.13	815.13

Final  
November 1, 2005

INSURANCE			
Medical Insurance		48.00	
Dental Insurance		34.10	
Vision Insurance		13.47	
OTHER			
SMS Contribution DCP		1,000.00	
SMS DCP Supplement		1,000.00	
SMS Contribution 403b		500.00	
SMS 403b Supplement		500.00	
*TOTAL DEDUCTIONS*	\$4,381.51		\$4,381.51
*TOTAL UNIV CONTR*		\$3,095.57	
**NET EARNINGS**	\$6,618.49		\$6,618.49

**PPP4303 (Surepay Bank Activity)**

Verify that the following employees are listed on this report, and the grand total of each batch related to the groups of Senior Management Supplement Contributions is the same as reported on the associated NACHA type-8 record appears at end of each batch).

**SMS-CONTR-DCP DEPOSIT ACTIVITY**

ID NUMBER	EMPLOYEE NAME	
000050001	CARTER, HELENA BONHAM	
601000002	TESTCASE2, PAUL	
601000013	TESTCASE13, PAUL	
601000014	TESTCASE14, PAUL	
601000016	TESTCASE16, PAUL	
601000026	TESTCASE26, PAUL	
601000027	TESTCASE27, PAUL	
<b>GRAND TOTAL OF SMS-CONTR-DCP DEPOSIT ACTIVITY</b>		<b>4,552.40</b>

**SMS-CNTR-403B DEPOSIT ACTIVITY**

ID NUMBER	EMPLOYEE NAME	
601000001	TESTCASE1, PAUL	
601000002	TESTCASE2, PAUL	
601000004	TESTCASE4, PAUL	
601000006	TESTCASE6, PAUL	
601000012	TESTCASE12, PAUL	
601000013	TESTCASE13, PAUL	
601000014	TESTCASE14, PAUL	
601000015	TESTCASE15, PAUL	
601000016	TESTCASE16, PAUL	
601000025	TESTCASE25, PAUL	
601000026	TESTCASE26, PAUL	
601000027	TESTCASE27, PAUL	
<b>GRAND TOTAL OF SMS-CNTR-403B DEPOSIT ACTIVITY</b>		<b>18,151.80</b>

**SMS-CNTR-457B DEPOSIT ACTIVITY**



RECORD LAYOUT DEFINITION – TYPE 7 NACHA

POSITION	FIELD NAME	FIELD DESCRIPTION
9-12	BATCH GROUP ID	A four character, alpha/numeric field defined by the user. This field is used to group transactions into separate batches for the same plan. This field must be left justified. <b>0001 = UC Berkeley</b> <b>0002 = UC San Francisco</b> <b>0003 = UC Davis</b> <b>etc.</b>
16-26	SOCIAL SECURITY NUMBER	Each participant in the plan must have a unique Social Security Number. The 11-digit field requires that hyphens be included.
27	Filler	Blank
28-32	Filler	Constant '00000'.
33-34	RECORD IDENTIFIER	This field is equal to "20".
35-38	Filler	Blank
39-41	TRANSACTION CODE	This field is equal to "220" indicating a contribution using mixes.
42-44	Filler	Blank
45-	Money Class -	This field identifies the type of account (i.e. Employee Pretax, Employer contribution) to which this contribution applies. <b>UC 403(b) Pre-tax : Source #1</b> <b>UC 403(b) Employer: Source #3</b>  <b>UC DCP Safe Harbor Pre-tax: Source #2</b> <b>UC DCP Pre-tax: Source #3</b> <b>UC DCP After-tax: Source #4</b> <b>UC DCP Summer Salary EE: Source #5</b> <b>UC DCP Summer Salary ER: Source #6</b> <b>UC DCP Employer Contribution: Source #7</b>  <b>UC 457(b) Pre-tax: Source #1</b> <b>UC 457(b) Employer: Source #6</b>
46-47	ITEM NUMBER	This field is equal to "01" indicating a contribution.
48	Filler	Blank
49-61	Contribution Amount	Format of PIC S9(11)V99
62-69	Filler	Blank
70-83	Filler	Constant '00000000000000'
84-87	Addenda Seq No.	Format of PIC 9(4)
88-94	Entry Det Seq No.	Format of PIC 9(7)

Verify the data on the type-7 records for Employee ID 601000026 (SSN = 601555026 on type-6 records) using the record layout above:

Record 1638 (type-6) and 1639 (type-7)

Type-7 record contains money source = '7' (UC DCP Employer SMS Contribution) (column 45)

-----0-----1-----1-----2-----2-----3-----3-----4-----4-----5-----5-----6-----6-----7-----7-----8-----8-----9-----  
1-----5-----0-----5-----0-----5-----0-----5-----0-----5-----0-----5-----0-----5-----0-----5-----0-----

Final  
November 1, 2005

```
62202100103300163002      0000100000601555026      TESTCASE26, PAUL
705609880003    601-55-5026 0000020      220      701 000000010000{      000
```

Records 1664 (type-6) and 1665 (type-7)

Type-7 record contains money source = '3' (UC 403(b) Employer SMS Contribution) (column 45)

```
-----1---1---2---2---3---3---4---4---5---5---6---6---7---7---8---8---9---
1---5---0---5---0---5---0---5---0---5---0---5---0---5---0---5---0---5---0---
62202100103300163002      0000100000601555026      TESTCASE26, PAUL
705560160003    601-55-5026 0000020      220      301 000000010000{      000
```

Records 1680 (type-6) and 1681 (type-7)

Type-7 record contains money source = '6' (UC 457(b) Employer SMS Contribution) (column 45)

```
-----1---1---2---2---3---3---4---4---5---5---6---6---7---7---8---8---9---
1---5---0---5---0---5---0---5---0---5---0---5---0---5---0---5---0---5---0---
62202100103300163002      0000050000601555026      TESTCASE26, PAUL
705652700003    601-55-5026 0000020      220      601 000000005000{      000
```

**PPP4401 (PAYROLL AUDIT RECORD REPORT)**

Verify the data on the PPP4401 report for the following employees listed in the table below:

Test Case	Employee ID	Test Case Attributes	Expected Outcome
1	601000001	Eligible employee (EDB 1122 = A), GTNs 743 = 1000.00, 746 = 500.00 set up on EDB. MO paid.	Contributions should be made. For GTNs. 743 = 1000.00, 746 = 500.00  YTD 743 = 1010.00 YTD 746 = 550.00
2	601000002	Eligible employee. GTNs 742 = 1000.00, 743 = 500.00, 745 = 1000.00, 746 = 500.00 on EDB. MO paid.	Contributions should be made for the SMS GTNs. 742 = 1000.00 743 = 500.00 745 = 1000.00 746 = 500.00  YTS 742 = 1000.00 YTD 743 = 500.00 YTD 745 = 1000.00 YTD 746 = 500.00
3	601000003	Eligible employee. 742 745 GTN. No net pay (Leave Without Pay).	Contributions should not be made.
4	601000004	Exception employee (EDB 0412 = Y). GTNs 743 = 500.00 and 746 = 1000.00 set up on EDB. Set SMS Pay Exception Indicator (EDB 0413) to 5%.	Contributions should be made. YTD 743 = 500.00 YTD 746 = 1000.00

Final  
November 1, 2005

<b>Test Case</b>	<b>Employee ID</b>	<b>Test Case Attributes</b>	<b>Expected Outcome</b>
5	601000005	Ineligible employee (EDB 1122 = 1), GTNs 744 = 1000.00, 747 = 500.00 set up on EDB.	Contributions should not be made.
6	601000006	Eligible employee with 743 = 1000.00 and 746 = 500.00 GTNs set up on EDB. 403(b) deductions set up, and close to MAC.	743 and 746 contributions should still be made regardless of MAC. YTD 743 = 1000.00 YTD 746 = 500.00
7	601000012	Eligible employee (EDB 1122 = A) GTNs 743 = 1000.00 and 746 = 500.00 set up on EDB (743, 746). Refund transactions for GTNs 743 = -100.00 and 746 = -100.00. MO paid.	Negative adjustments should reduce year to date for YTD 743 and YTD 746.  YTD 743 = 900.00 YTD 746 = 400.00
8	601000013	Eligible employee with 743 = 1000.00 and 746= 500.00 set up on EDB. Process one-time contributions (DS) for 745 = 50.60, 746 = 50.60, and 747 = 50.60.	Both regular contributions and one-time contributions should be made. YTD 743 = 1000.00 YTD 745 = 50.60 YTD 746 = 550.60 YTD 747 = 50.60
9	601000014	Ineligible employee (EDB 1122 = 1). No SMS contributions are set up on EDB. Process one-time contributions for 745 = 200.60, 746 = 200.60, 747 = 200.60.	One-time contributions should be made regardless of eligibility criteria. YTD 745 = 200.60 YTD 746 = 200.60 YTD 747 = 200.60
10	601000015	Eligible employee with GTNs 743 = 1000.00 and 746 = 500.00 set up on EDB, and paid on MO cycle.	YTD 743 = 1000.00 YTD 746 = 500.00
11	601000016	Ineligible employee (EDB 1122=2). No SMS contributions were set up on EDB. Process multiple one-time contributions (DS) for 745 = 100.60, 746 = 100.60, 747 = 100.60	One-time contributions should be made. YTD 745 = 100.60 YTD 746 = 100.60 YTD 747 = 100.60
12	601000021	Eligible SPP employee (EDB 1122 = A). Do SPP payout with 'SVE' DOS code. The payout amount equals Total Payout on SPP Table.	Payout should be made, but no SPP data elements should be updated as a result Verify on PPP1800 Report.

Final  
November 1, 2005

Test Case	Employee ID	Test Case Attributes	Expected Outcome
13	601000022	Eligible SPP employee (EDB 1122 = A). Do SPP payout with 'SVE' DOS code. The payout amount is greater than the Total Payout on SPP Table.	Compute should take whatever amount specified on SVE transaction (Gross = 12,000.00).
14	601000023	Ineligible SPP employee (EDB 1122 = 1). Do SPP payout with 'SVE' DOS code.	Payout should be made, but no SPP data elements (EDB 0440, 0441) should be updated as a result. Verify on PPP1800 report).
15	601000024	Eligible HSSPP employee. Do HSSPP payout with 'SVM' DOS code.	Payout should be made with change. Verify on PPP1800 report that data elements 0440 and 0441 have been updated.
16	601000029	Eligible SPP employee (EDB 1122 = A). Do SPP payout with 'SVE' DOS code. The payout amount equals Total Payout on SPP Table.	Payout should NOT be made; final payout already made.

## B2 Compute (CAUG05B2)

### Description

This job processes the B2 Compute with a pay period end date of '08/13/05'.

### Verification

Verify the data on the following reports:

#### PPP3701 (Transaction Holding File List)

Verify that the following Employee IDs are listed on this report. These employees have Overpayments, one-time SMS contributions, and expense transfers:

THF SEQ #	EMPLOYEE I. D.	NAME	TRN CD	TRANSACTION ...	IMAGE 15...20...25...30..
00190	601000007	TESTCASE7, PA	O1	0801050901053Y1000000010000U01E	09819001000000
00191	601000007	TESTCASE7, PA	O2	0801053661002CCCC19900PPPPPP1	0199REG10
00192	601000007	TESTCASE7, PA	O3	080105 012 0082585 013 0062000 014 0271733	
00193	601000007	TESTCASE7, PA	O4	080105 742 0200000 745 0050000 733 0018100	
00194	601000007	TESTCASE7, PA	O5	080105000000000598918 055108200000000000	
00195	601000015	TESTCASE15, P	DS	0745 0005060+	
00196	601000015	TESTCASE15, P	DS	0746 0005060+	
00197	601000015	TESTCASE15, P	DS	0747 0005060+	
00198			BA	A360PAY00000005250000	
00199	601000008	TESTCASE8, PA	E1	00060413404918 19900 1	320508130
00200	601000008	TESTCASE8, PA	E2	0006041U026250 000000 138875 009557 00000 00000	
00201	601000008	TESTCASE8, PA	E3	00060410750000 3661001 19900 1	B
00202	601000008	TESTCASE8, PA	E1	00060423404918 19900 1	320508270
00203	601000008	TESTCASE8, PA	E2	0006042U026250 000000 138875 000000 00000 00000	
00204	601000008	TESTCASE8, PA	E3	00060420750000 3661001 19900 1	B
00205			BA	O702360000000000000000	

#### PPP4207 (Bank Disbursement Request)

Verify the contribution totals for the following organizations:

ORGANIZATION	GTN AMOUNT	ORG. AMOUNT
SMS-CONTR-DCP		
GTN# 742	1,000.00-	
GTN# 745	50.60	
TOTAL		949.40-
SMS-CNTR-403B		
GTN# 743	0.00	
GTN# 746	50.60	



Final  
November 1, 2005

Test Case	Employee ID	Test Case Attributes	Expected Outcome
2	601000008	Initially eligible employee with GTNs 743 = 1000.00 and 746 = 500.00 set up. Becomes ineligible because second appt/dist with Title 3205 (academic) is set up. Also: DCP Faculty Summer salary, 403(b) pretax, 457(b), DCP after tax. BW paid.	No SMS contributions should be made, because second appointment not a senior management title (3205).
3	601000015	Eligible employee with GTNs 743 = 1000.00 and 746 = 500.00 set up on EDB, and paid on MO cycle. Process one-time contributions (DS) with 745 = 50.60, 746 = 50.60, 747 = 50.60 on BW or XX cycle.	One-time contributions should be made on a pay cycle other than employee's primary pay cycle. YTD 745 = 50.60 YTD 746 = 550.60 YTD 747 = 50.60
4	601000028	Exception employee (EDB 0401 = 'Y') (EDB 1122 = '2'), with GTNs 744= 1000.00 and 747 = 500.00 set up. Exception Indicator set to "Y". Also: DCP Faculty Summer salary, 403(b) pretax, 457(b), DCP after tax. BW paid. Set SMS Pay Exception Indicator (EDB 0413) to 5%.	SMS contributions should be made.

## **B1 Compute (CAUG05B1)**

### **Description**

This job processes the B1 Compute with a pay period end date of '08/27/05'.

### **Verification**

Note that the employees' SMS Contributions were taken in the first bi-weekly compute only. Therefore, verify using the PPP4207 (Bank Disbursement Request) report that no SMS Contributions (742, 743, 744, 745, 746, and 747) were taken in the second bi-weekly compute.

## August Expense Distribution (RUNEXPDT)

### Description

This job contains the Expense Distribution Process, where programs PPP500, PPP520, and PPP530 are run.

### Verification

Verify the data on the following reports.

### PPP5001 (Benefit Control Summary) Report

GTN NUMBER	CURRENT AMOUNT	C-O-H AMOUNT	GTN TOTAL AMOUNT
-----	-----	-----	-----
742	500.00	0.00	500.00
743	7,400.00	0.00	7,400.00
744	2,400.00	0.00	2,400.00
745	3,103.00	0.00	3,103.00
746	10,802.40	0.00	10,802.40
747	6,902.40	0.00	6,902.40

Total SMS Contributions = 31,107.80

### PPP5202 (Input/Output Reconciliation) Report

Verify the total displayed for the Senior Management Supplement type-2 record.

	MTCHG RETR	IAP OFFSET	GRAD STUDENT TUITION	OASDI
TYPE 2 RCD	5,471.88	.00	.00	138,178.92
	UCDI INS	WRKR COMP	UNEMP INS	ACCRD LV
TYPE 2 RCD	3,313.30	95,867.60	3,236.02	128,585.74
	VISION	GRAD STUDENT FEE	LEGAL	EMP SUPP PROG
TYPE 2 RCD	7,375.66	.00	.00	4,065.03
	GRAD STUDENT FEE 2	FACULTY SUMMER SAL	PSBP DIS	PSBP LIF
TYPE 2 RCD	.00	1,627.02	278.07	193.20

SENIOR MGMT

SUPPLEMENT

TYPE 2 RCD 31,102.95

**PPP5302 (Distribution of Payroll Expense) Report**

Verify the following detail lines associated with the SMS contribution benefits.

Starting on Page 60, verify the benefits amounts displayed under the column for Retirement Matching. In addition, verify that the "Total Benefits" amount equals to the total of the separate benefits reported on that line. Below are a few employees with SMS benefits.

GENERAL FUNDS		3 404918		19900		RETIREMENT	
EMPLOYEE NAME	EMPLOYEE I.D.	TITLE CODE	PERIOD END DATE	A D TIME	P GROSS EARNINGS	RETIREMENT MATCHING CONTRIB/ FSS/SMS	GSTR/ IAPOF
TESTCASE1,	PAU601000001	0030083105REG1.0000%	1200000	1200000	U150000	00	
TESTCASE12,	PA601000012	0015083105REG1.0000%	1500000	1500000	U130000	00	
TESTCASE13,	PA601000013	0020083105REG1.0000%	1200000	1200000	U165180	00	
TESTCASE14,	PA601000014	0043083105REG1.0000%	1100000	1100000	U 60180	00	
TESTCASE15,	PA601000015	0065083105REG1.0000%	1200000	1200000	U165180	00	
TESTCASE16,	PA601000016	0100083105REG1.0000%	1000000	1000000	U 30180	00	
TESTCASE17,	PA601000017	0116083105REG1.0000%	1200000	1200000	U 00	00	
TESTCASE18,	PA601000018	0130083105REG1.0000%	1800000	1800000	U 00	00	
TESTCASE19,	PA601000019	1431083105REG1.0000%	1000000	1000000	U 00	00	
TESTCASE2,	PAU601000002	0093083105REG1.0000%	1100000E	1100000	-U300000-	00	
		0093083105REG1.0000%	1100000	1100000	U300000	00	
TESTCASE20,	PA601000020	1462083105REG1.0000%	1200000	1200000	U 00	00	
TESTCASE21,	PA601000021	0118083105SVE .0000%	965322	965322	U 00	00	
		0118083105REG1.0000%	1000000	1000000	U 00	00	
TESTCASE22,	PA601000022	0109083105SVE .0000%	1200000	1200000	U 00	00	
		0109083105REG1.0000%	1200000	1200000	U 00	00	
TESTCASE23,	PA601000023	0102083105SVE .0000%	965322	965322	U 00	00	
		0102083105REG1.0000%	1500000	1500000	U 00	00	
TESTCASE24,	PA601000024	1773083105SVM .0000%	39312	39312	U 00	00	
		1773083105REG1.0000%	1300000	1300000	U 00	00	
TESTCASE25,	PA601000025	0100083105REG1.0000%	1000000	1000000	U600000	00	
TESTCASE26,	PA601000026	0155083105REG1.0000%	1200000	1200000	U250000	00	
TESTCASE27,	PA601000027	0120083105REG1.0000%	1000000	1000000	U300000	00	
TESTCASE28,	PA601000028	0160081305REG1.0000%	1000000	1000000	U 75000	00	
		0160082705REG1.0000%	1000000	1000000	U 75000	00	
TESTCASE4,	PAU601000004	0121083105REG1.0000%	1000000	1000000	U150000	00	
TESTCASE5,	PAU601000005	0080083105REG1.0000%	1200000	1200000	U 00	00	
TESTCASE6,	PAU601000006	0160083105REG1.0000%	1200000	1200000	U150000	00	
TESTCASE7,	PAU601000007	0199081305REG1.0000%	1000000	1000000	U100000-	00	
		0199082705REG1.0000%	1000000	1000000	U100000-	00	
TESTCASE8,	PAU601000008	3205082705OLN .7500%	750000E	750000	-U 26250-	00	
		3205081305OLN .7500%	750000E	750000	-U 26250-	00	

Final  
November 1, 2005

	0160081305REG1.0000%1000000	1000000	U	00	00
	0160082705REG1.0000%1000000	1000000	U	00	00
	3205081305OLN .7500%1000000	750000	U	26250	00
	3205082705OLN .7500%1000000	750000	U	26250	00
TESTCASE9, PAU601000009	0108083105REG1.0000%1100000E1100000	-U300000-			00
	3205081305OLN1.0000%1000000E	750000-U	36250-		00
	0108083105REG1.0000%1100000	1100000	U	600000	00

Verify on page 62 that the FAU total for the Retirement Matching column is [26,959.60](#).

Verify on page 66 that the Object 8660 = [24,007.65](#).

Verify on page 204 (Final Summary Page) that the account 3-115935 = [31, 107.80](#).

## **Monthly SMS Reporting (RUN538)**

### **Description**

This job reports the Monthly SMS contributions using the Expense Distribution Work File produced from PPP520. The specification record in column 12 has a value of 'N' to report the data in Employee Name order. Campuses can set the value to 'F' to report the same data in FAU order.

### **Verification**

#### **PPP5381 (Summary of SMS Contributions) Report**

Verify that detail data are reported in Employee Name order.

Verify that the Grand Total Contribution of 31,102.95 matches the grand total of GTN number 742 through 747 on the PPP5202 (Input/Output Reconciliation) Report.

## UCRS Contribution File (RUNI730)

### Description

This job produces the Monthly UCRS Interface File.

### Verification

Verify the Total Amounts for plan Codes 28, 29, and 30 displayed on the UCRS Control Record Report (PPI7303):

#### SUMMARY OF PLAN CODES

PLAN 21	\$0.00
PLAN 03	\$0.00
PLAN 05	\$0.00
PLAN 04	\$0.00
PLAN 08	\$0.00
PLAN 09	\$0.00
PLAN 10	\$0.00
PLAN 12	\$0.00
PLAN 14	\$0.00
PLAN 15	\$0.00
PLAN 16	\$0.00
PLAN 19	\$0.00
PLAN 20	\$0.00
<b>PLAN 28</b>	<b>\$3,603.00</b>
<b>PLAN 29</b>	<b>\$18,202.40</b>
<b>PLAN 30</b>	<b>\$9,302.40</b>
PLAN 31	\$0.00
PLAN 33	\$0.00
PLAN 34	\$0.00
PLAN 36	\$0.00
PLAN 37	\$0.00
PLAN 38	\$0.00
PLAN 39	\$0.00
PLAN 40	\$112.67-
PLAN 41	\$0.00
PLAN 42	\$0.00
PLAN 43	\$0.00
PLAN 44	\$0.00
PLAN 45	\$0.00
PLAN 46	\$0.00
PLAN 47	\$0.00
PLAN 48	\$0.00
PLAN 49	\$0.00
PLAN 50	\$0.00
PLAN 51	\$7,737.00
PLAN 52	\$0.00
PLAN 53	\$0.00
PLAN 54	\$0.00
PLAN 55	\$0.00
PLAN 56	\$0.00

Final  
November 1, 2005

PLAN 57	\$0.00
PLAN 58	\$0.00
PLAN 59	\$0.00
PLAN 60	\$12,158.00
PLAN 61	\$0.00
PLAN 62	\$0.00
PLAN 63	\$0.00
PLAN 64	\$0.00
PLAN 65	\$0.00
PLAN 66	\$0.00
PLAN 67	\$0.00
PLAN 68	\$0.00
PLAN 71	\$0.00
PLAN 72	\$0.00
PLAN 73	\$0.00
PLAN 74	\$0.00
PLAN 75	\$0.00
PLAN 76	\$0.00
PLAN 77	\$0.00
PLAN 78	\$0.00
PLAN 80	\$0.00
PLAN 81	\$0.00
PLAN 82	\$0.00
PLAN 83	\$0.00
PLAN 84	\$0.00
PLAN 85	\$0.00
PLAN 86	\$0.00
PLAN 87	\$0.00
PLAN 93	\$37,134.51
PLAN 94	\$3,125.00
PLAN 95	\$55,581.66
PLAN 96	\$18,613.32
PLAN 97	\$227.02
PLAN 98	\$1,627.02
PLAN 99	\$33,157.45

**Plan Code 28 Verification:**

Use the PAR reports (PPP4401) to verify the individual deductions.

**PLAN-28 = PLAN-28 + DED-742 + DED 745**

The amounts listed in the table below were taken from the PAR report PPP4401 for MO and B2.

Employee ID	GTN	Amount
601000002	742	1000.00
601000027	742	500.00
601000007	742	-2000.00
601000007	742	1000.00
000050001	745	200.60
601000002	745	1000.00
601000013	745	50.60
601000014	745	200.60
601000016	745	100.60





## Payroll/Personnel Batch IVR (RUNIVR)

### Description

PPIIVR performs the EDB extract for IVR processing. No modifications to PPIIVR were necessary to include the Senior Management Supplement Contributions (GTNs 742 G-Balances through 747 G-Balances), YTD Amount (GTNs 742 Y-Balances through 747 Y-Balances), and the associated Effective Dates in Group 5 on the deduction file. Copymember CPWSXIVR was modified to link GTNs 742 through 747 to Group Code '5'.

### Verification

Verify the following SMS related deduction records in the IVR Deduction Transaction File:

Table 1

Record	Employee SSN	GTN Number	G-Balance	D-Balance	Y-Balance	Effective Date
1566	601-55-5001	743	0001000.00	0000000.00	0001010.00	08/01/2005
1567	601-55-5001	746	0000500.00	0000000.00	0000550.00	08/01/2005
1571	601-55-5002	742	0001000.00	0000000.00	0001000.00	08/01/2005
1573	601-55-5002	745	0001000.00	0000000.00	0000000.00	08/01/2005
1607	601-55-5009	744	0001000.00	0000000.00	0001000.00	08/01/2005
1608	601-55-5009	747	0005000.00	0000000.00	0005000.00	08/01/2005

Partial Dump of IVR Extract Deduction file :

#### Employee ID: 000050001

```
DATA 66 CHAR A10/18/20050355214201257450000000.000000000.000000200.6001/01/1900
DATA27984 ZONE CFF6FF6FFFFFFFFFFFFFFFFFFFFFFFFFFFF4FFFFFFFFF4FFFFFFFFF4FFFF6FF6FFF
NUMR 110118120050355214201257450000000B000000000B000000200B600110111900
1...5...10...15...20...25...30...35...40...45...50...55...60...65.
```

#### Employee ID: 601000001

```
DATA 66 CHAR C10/18/20050360155500157430001000.000000000.000001010.0008/01/2005
DATA27984 ZONE CFF6FF6FFFFFFFFFFFFFFFFFFFFFFFFFFFF4FFFFFFFFF4FFFFFFFFF4FFFF6FF6FFF
NUMR 310118120050360155500157430001000B000000000B000001010B000810112005
1...5...10...15...20...25...30...35...40...45...50...55...60...65.
```

#### Employee ID 601000001

```
DATA 66 CHAR C10/18/20050360155500157460000500.000000000.000000550.0008/01/2005
ZONE CFF6FF6FFFFFFFFFFFFFFFFFFFFFFFFFFFF4FFFFFFFFF4FFFFFFFFF4FFFF6FF6FFF
NUMR 310118120050360155500157460000500B000000000B000000550B000810112005
1...5...10...15...20...25...30...35...40...45...50...55...60...65.
```

#### Employee ID 601000002

Final  
November 1, 2005

DATA 66 CHAR C10/18/20050360155500257420001000.000000000.000001000.0008/01/2005  
ZONE CFF6FF6FFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFF4FFFFFFFFF4FFFFFFFFF4FFFF6FF6FFFF  
NUMR 310118120050360155500257420001000B0000000000B000001000B000810112005  
1...5...10...15...20...25...30...35...40...45...50...55...60...65.

## **Quarterly Severance Pay Process (RUN82QTR)**

### **Description**

This job calculates the quarterly interests for eligible employees.

Note that prior to running PPP820, PPPSCR and PPPSPP tables are unloaded and saved to a dataset. After PPP820 is run, PPPSCR and PPPSPP tables are unloaded to another dataset for later comparison of the unloaded data.

### **Verification**

To verify that only data records related to Health Science employees, whose SPP Program is 'H', are updated by PPP820, utility program COMPAREX is used to compare the data against the two (Before/After) unloaded SPP related tables.

The COMPAREX report displays only those records that have differences in data values between the two records. Verify that the COMPAREX report displays the data values for records 26 and 27. Verify that the report displays Employee ID 601000024 on record 26 and Employee ID 601000029 on record 27. Using the SPUIFI report that is produced after PPP820 has run, verify that these two employee IDs are related only to the SPP Program of 'H'.

## **Monthly Severance Pay Process (RUN81MON)**

### **Description**

This job calculates the monthly severance pay contributions for eligible employees.

Note that prior to running PPP81, PPPSCR and PPPSPP tables are unloaded and saved to a dataset. After PPP810 is run, PPPSCR and PPPSPP tables are unloaded to another dataset for later comparison of the unloaded data.

### **Verification**

This process has been changed to *not* update the eligible Senior Management employees' SPP records on the PPPSPP table.

To verify that only data records related to eligible Health Science employees, whose SPP Program is 'H', are updated by PPP810, utility program COMPAREX is used to compare the data against the two (Before/After) unloaded SPP related tables.

Note that the COMPAREX report displays only those records that have differences in data values between the two records. Verify that the COMPAREX report displays the data values for records 05 and 26. Verify that the report displays Employee ID 000050040 on record 05 and Employee ID 601000024 on record 26. Using the SPUIFI report that is produced after PPP810 has run, verify that these two employee IDs are related only to the SPP Program of 'H'.

## **EMPLOYEE DATA BASE (EDB) LOAD (LOADEDDB2)**

### **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.

## Batch Periodic Monthly Maintenance (EDBMONTH)

### Description

This job processes the Periodic Monthly Maintenance To Begin Month 09 (September).

### Verification

This employee has been separated by the Daily EDB File Maintenance Process; therefore, monthly maintenance process should remove the SMS G-balances and initialize the appropriate effective dates.

Verify on the PPP1800 report that the SMS related contributions have been deleted and the effective dates set to initial low date.

```
601000009 08/01/05 TESTCASE9, PAUL          0719 EMP SVC CR MO
                                                0720 EMP SVC CR F DT
                                                0341 BELI EFF DATE
                                                0360 BEN ELIG IND
                                                5132 AVG HOURS/WEEK
```

NUMBER	DESCRIPTION	PREVIOUS CONTENT	CURRENT CONTENT
744G	GRS-TO-NET DATA	1000.00	.00
747G	GRS-TO-NET DATA	5000.00	.00
744E	BRSC DATA	08/01/05	
747E	BRSC DATA	08/01/05	

Severance Pay Payout Report (RUN830)

**Description**

This job produces the Severance Pay Payout report for separated employees in the Health Science Program.

**Verification**

Program PPP830 has been modified to produce the PPP8302 (Health Sciences Severance Pay Payout Calculation) report only; report PPP8301 (Senior Management Severance Pay Payout Calculation) is no longer produced.

At UCOP, testing of the changes was mad as follows: DD Name of PPP8301 was not removed from the JCL, and the job was run. There were detail lines written in DD Name PPP8301.

## On-line EDB Entry/Update

Verify the screen changes on the EELI and ISSP screens, and the appropriate CICS field help texts on the new labels and data fields.

The following test cases are used to set up employees for testing of the changes in the batch processes. Modified screen EELI was used to enter the SMS contributions. An employee is eligible for the Senior Management Supplement Pay Contribution as follows:

- Appointment with a title code in the range of 0001 to 0199 inclusively,
- Appointment Grade must be 'A', 'B', 'C', 'D', or 'E',
- Appointment must be 100% full-time,
- No remaining appointments other than Senior Management appointments are present.

If the above conditions are not satisfied, then the Senior Management Exception Indicator must contain a value of 'Y' to be eligible for the Senior Management Supplement Pay Contribution.

Test Case	Employee ID	Test Case Attributes	Expected Outcome
1	601000001	Eligible employee (EDB 1122 = A) 1 regular and 1 supplemental GTN entered on EDB (743, 746). MO paid.	Contributions should be made for both GTNs.
2	601000002	Eligible employee. Multiple regular and multiple supplemental GTNs on EDB. MO paid.	Contributions should be made for all GTNs.
3	601000003	Eligible employee. 1 regular and 1 supplemental GTN. No net pay. Employment Status of 'N' (Leave Without Pay)	Contributions should not be made.
4	601000004	Exception employee (EDB 0412 = Y). 1 regular and 1 supplemental GTN on EDB. Set SMS Pay Exception Indicator (EDB 0413) to 5%.	Contributions should be made.
5	601000005	Ineligible employee (EDB 1122 = 1), 1 regular and 1 supplemental GTN set up on EDB.	Contributions should not be made.
6	601000006	Eligible employee with 743 and 746 GTNs set up on EDB. 403(b) deductions set up, and close to MAC.	743 and 746 contributions should still be made regardless of MAC.
7	601000007	Eligible employee with regular and supplemental GTNs set up. BW paid.	Contributions should be made on 1 <sup>st</sup> biweekly compute.

Final  
November 1, 2005

Test Case	Employee ID	Test Case Attributes	Expected Outcome
8	601000008	Eligible employee with regular and supplemental GTNs set up. Add a second appt/dist Also: DCP Faculty Summer salary, 403(b) pretax, 457(b), DCP after tax. BW paid.	No SMS contributions should be made.
8a	601000028	Eligible employee with regular and supplemental GTNs set up. Exception Indicator set to "Y". Also: 403(b) pretax, 457(b), DCP after tax. BW paid. Set SMS Pay Exception Indicator (EDB 0413) to 5%.	SMS contributions should be made.
9	601000009	Eligible employee with regular and supplemental GTNs on EDB separates. Future separation date set to 08/31/2005.	Contributions should not be made. Also, G balances should be cleared out and effective date set to initial date.
10	601000010	Eligible employee with regular and supplemental GTNs on EDB becomes ineligible (EDB 1122 changes from A to 1)	Contributions should not be made.
11	601000011	Eligible employee with regular and supplemental GTNs on EDB goes on unpaid leave	Contributions still made?
12a	601000012	Eligible employee (EDB 1122 = A) 1 regular and 1 supplemental GTN (negative adjustment) entered on EDB (743, 746). MO paid.	Negative adjustments should reduce year to date?
		<b>Testing One-Time Deductions</b>	
13	601000013	Eligible employee with 743 and 746 on EDB. Process one-time contributions with 745, 746, and 747.	Both regular contributions and one-time contributions should be made.
14	601000014	Ineligible employee (EDB 1122 = 1). Process one-time contributions with 745, 746, 747.	One-time contributions should be made regardless of eligibility criteria
15	601000015	Eligible employee with 743 and 746 GTNs on EDB. MO paid. Process one-time contributions with 745, 746, 747 on BW or XX cycle.	One-time contributions should be made.
16	601000016	Ineligible employee (EDB 1122=2). Process multiple one-time contributions with 745, 746, 747	One-time contributions should be made.

Final  
November 1, 2005

Test Case	Employee ID	Test Case Attributes	Expected Outcome
		<b>For Monthly SPP Testing</b>	
17	601000017	Eligible SPP employee (EDB 1122 = A). Run monthly SPP/HSSPP program.	No monthly SPP contribution should be made.
18	601000018	Eligible SPP employee. Run quarterly program to apply STIP interest.	No interest should be applied to any SPP balance
19	601000019	Eligible HSSPP employee. Run monthly program.	Monthly contribution should be made without change.
20	601000020	Eligible HSSPP employee. Run quarterly program to apply STIP.	Interest should be applied to balance without change.
		<b>Payout in Compute</b>	
21	601000021	Eligible SPP employee (EDB 1122 = A). Do SPP payout with 'SVE' DOS code. The payout amount equals Total Payout on SPP Table.	Payout should be made, but no SPP data elements should be updated as a result.
21a	601000022	Eligible SPP employee (EDB 1122 = A). Do SPP payout with 'SVE' DOS code. The payout amount is greater than the Total Payout on SPP Table.	Would compute take just up to the Total Payout balance, or reject the entire payout?
21b	601000029	Eligible SPP employee (EDB 1122 = A). Do SPP payout with 'SVE' DOS code. The payout amount equals Total Payout on SPP Table.	Payout should NOT be made; final payout already made.
22	601000023	Ineligible SPP employee (EDB 1122 = 1). Do SPP payout with 'SVE' DOS code.	Payout should be made, but no SPP data elements should be updated as a result.
23	601000024	Eligible HSSPP employee. Do HSSPP payout with 'SVM' DOS code.	Payout should be made with change.
		<b>For NACHA Testing</b>	
24	601000025	NACHA transactions for the following: Employee with 403(b) SMS % (GTN 743) and SMS Supplemental (GTN 746) Plus, DC pretax (GTN 733), after tax (732), 403b (730) and 457b (396)	Verify plan codes and source codes on NACHA transactions

Final  
November 1, 2005

<b>Test Case</b>	<b>Employee ID</b>	<b>Test Case Attributes</b>	<b>Expected Outcome</b>
25	601000026	NACHA transactions for the following: Employee with GTNs 745, 746, 747 Plus, DC faculty summer salary (GTNs 735, 736)	Verify plan codes and source codes on NACHA transactions
26	601000027	NACHA transactions for the following: Employee with all SMS contributions (742, 743, 744, 745, 746, 747)	Verify plan codes and source codes on NACHA transactions
		<b>For Expense Distribution Tests</b>	
27	601000002	Using test case #1: Transfer 100% of payroll expense to another account	Expected outcome: baseline test
28	601000003	Using test case #3: Attempt to transfer benefits without a gross	Expected outcome: transaction reject
29	601000007	Using test case #7: Overpayment	Expected outcome: SMS contributions reversed
30	601000009	Transfer 50% of payroll expense	Expected outcome: SMS contributions and other benefits should be prorated.
31	601000011	Rush check for 100%	Expected outcome: contributions should be made

## **On-line Rush Checks**

Three test cases are used to test functions OPT1 and OPT2:

Select an employee whose Senior Management Supplement Eligibility Indicator (EDB 1122) value is 'A', 'B', 'C', 'D', or 'E', and has one or more SMS Contributions G-Balances set up. SMS Contributions should be taken.

Select an employee whose Senior Management Supplement Exception Indicator (EDB 0412) value is 'Y', and has one or more SMS Contribution G-Balances set up. SMS Contributions should be taken.

Select an employee whose Senior Management Supplement Eligibility Indicator (EDB 1122) value is NOT 'A', 'B', 'C', 'D', or 'E', and has one or more SMS Contributions G-Balances set up. SMS Contributions should NOT be taken.

.