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February 23, 2006

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Re:	Release:	1693
	Service Requests:	81427
	Error Reports:	None
	Programs:	PPOT1693 (new)
	Copy Members:	None,
	Include Members:	None
	DDL Members:	None
	Bind Members:	PPOT1693 (new)
	CICS Maps:	None
	Forms:	None
	Table Updates:	None
	Urgency:	Date Mandated

Service Request 81423

Background

The new contract between the University and the University Professional and Technical Employees (UPTE) for the Technical Unit (TX), effective December 22, 2005, provides for a lump sum "signing bonus" of \$220 per eligible employee, prorated by percentage of appointment. Eligible employees are those who are in the unit with an active TX appointment as of the contract ratification date (12/22/2005) and who are in the unit at the time the checks are produced.

Programs

PPOT1693 (New)

Eligibility:

In order to be eligible for the lump sum payment, employees with Employment Status (EDB 0144) of 'A', 'N', or 'P', and at least one appointment on the EDB meeting the following criteria:

- Appointment End Date (EDB2003) must not fall before December 22, 2005
- Appointment Begin Date (EDB2002) must not fall after December 22, 2005
- Appointment Title Unit Code (EDB 2029) = 'TX'
- Appointment Representation Code (EDB 2031) = C ('Covered')

Payment Amount Determination:

In order to calculate the payment amount, the program determines the total appointment percentage for all eligible TX appointments and prorates the lump sum payment amount accordingly.

For each eligible employee, the program examines the Time -Appointment (EDB 2012) value for each active appointment meeting the selection criteria above ("Eligibility"). If an employee has one active eligible appointment, the lump sum value

(\$220) is prorated based on the Time -Appointment value. If an employee has multiple appointments which meet the criteria, the program totals the Time -Appointment values and prorates the lump sum payment based on this aggregate percentage value.

Payment Transactions:

The program generates a one-time (FT) transaction and separates the transactions into files based on pay cycle (MO, MA, BW, and SM). The separate files allow the campuses to process the FT transactions by the employee's primary pay cycle.

The full amount of the lump sum payment is charged against IAP funds. To accomplish this, the program prorates the payment across 'current' distributions, based on each selected Distribution Percent divided by the Total Distribution Percent of all distributions for a selected TX appointment.

Current distributions are considered to be those with the Pay End Date (EDB 2053) is not prior to December 22, 2005, and the Pay Begin Date (EDB 2054) is not later than December 22, 2005. If no current distributions are found for the eligible appointments, the program selects distributions which have expired between December 22, 2005 and the program run date. If there are neither current nor expired distributions, the program generates a warning message instead of a payment transaction. Note, similar logic was used for the SX Lump Sum Payment in release R1646/R1655.

Each FT transaction contains "LSI" as the DOS code value and December 22, 2005 as the Pay Period End Date.

Costing Transactions:

LSI payments are credited to the department and charged against the IAP account. Funding for these payments is not coming from the department. Therefore, costing transactions are not produced.

Reporting Requirements:

The one-time program produces a transaction report with the fields listed below, sorted by Employee Name within Home Department. In addition to the report, a tab-delimited electronic file containing the same payment information for each employee eligible for the lump sum payment is generated:

- Employee Name (EDB 0105)
- Employee ID
- Employee Home Department (EDB 0114) and translated department name from the Home Department Table
- Employment Status Code (EDB 0114)
- Deduction Pay Schedule Code (EDB 0152)
- For each TX appointment used to determine total appointment time percentage:
 - Title Code (EDB 2006) and translated title from Title Code Table
 - Appointment Representation Code (EDB 2031)
 - Time -Appointment (EDB 2012)
 - FAU
 - FT transaction amount

Bind Member

PPOT1693

This new one-time bind member contains plan bind statements for PPOT1693.

Production JCL

The test JCL provided with this release to run one-time PPOT1693 can be used as a model to create the production one-time JCL.

Test Plan

A separate Test Plan document is provided with this release.

Installation Instructions

Refer to the Installation Instruction document.

Timing of Installation

The installation of this release is Date Mandated.

Per the TX contract, lump sum payments should be paid out to employees on a *pay check date prior to April 21, 2006* (120 days after contract ratification).

Thus, in order that all eligible employees receive the TX lump sum bonus payments at or close to the same time, campuses must process the FT pay transactions in the compute with a normal pay cycle check date in the range of March 30, 2006 to April 19, 2006. That is, the MO pay cycle would have a check date of March 30, 2006, BW pay cycle would have either a check date of April 5, 2006 or April 19, 2006, MA pay cycle would have a check date of April 7, 2006, and SM pay cycle would have a check date of April 7, 2006. Thus, if campuses follow the same schedule per above, employees should receive their payment at the same time as all employees on that same pay schedule at all other locations.

In addition, the *output* TX Electronic Tab-delimited Report File produced by the execution of the one-time program should be delivered to UCOP via ftp not later than **May 15, 2006**. (Refer to the Installation Instructions document for the detail).

If there are any questions, please send electronic mail to Robert.Glaser@ucop.edu, or call (510) 987-0454.

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