

**Detail Design
RELEASE 1695**

**Fidelity ID Assignment for Employees
With Zero Social Security Numbers
Service Request 81274**

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Introduction

Service Request 81274

Service Request 81274 provides the following overview of the requested changes to the NACHA File in the Compute, Daily PPS IVR Extract, and the Monthly UCRS Interface Files. In addition, Service Request 81274 asks that a mechanism be developed to assign specific Fidelity IDs to employees who have zeroes or blank Social Security Numbers recorded on the EDB.

Background:

Currently, when campuses hire an employee who does not have a Social Security Number, the Payroll/Personnel System (PPS) places all zeros in the SSN field. When these records are sent to UCRS on the monthly contribution file, the UCRS interface assigns a unique "UCRS SSN number" ('8' + employee ID). However, these records are not passed on the PPSIVR interface, which discards any records with non-unique SSN numbers. Thus data for these employees are never forwarded to FITSCo on the daily demographic feed.

FITSCo (Fidelity Investments Tax-exempt Services Company) uses the SSN as the account identifier for employees' contributions to the Defined Contribution Plans. When campuses send NACHA transactions for these employees with "zero" SSN numbers, FITSCo cannot post these transactions. Moreover, once the transactions have been matched to an individual, FITSCo does not have the necessary demographic data, obtained from the PPSIVR interface, to establish an account for the employee.

Current Process:

Release 1652 established a new electronic file ("report"), which is generated during each compute when the NACHA file is created. This report lists all NACHA transactions sent to FITSCo where the SSN was all zeros. For each individual listed, the report also contains key demographic data needed to establish a Fidelity account for the employee.

Prior to each pay date, HR&B Vendor Management retrieves the "Zero SSN" reports and assigns Fidelity IDs to individuals, establishes new Fidelity accounts for employees, and manually posts the contributions using the Fidelity client administration tool (Plan Sponsor WebStation).

Current processes at the national laboratories vary. Both LBNL and LANL assign a dummy SSN to the employee. This dummy ID is a variation of the employee ID number. LLNL is not sending employee records when there is no valid SSN present.

Proposed Process:

FITSCo will assign UCOP a block of "Fidelity IDs" (format 998-xx-xxxx). UCOP in turn will assign a certain number of these IDs to each payroll location and laboratory. These numbers should be stored in a table in PPS, which also acts as the storage table for the mapping of Fidelity IDs to Employee IDs.

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In the payroll compute, when the NACHA file is created, for each Fidelity transaction where the SSN is '000000000', a process should check the Fidelity ID table to see if a Fidelity ID has already been assigned for the employee. If not, a Fidelity ID should be assigned to the employee, and this ID should be used in the SSN field for the NACHA transaction.

The Payroll/Personnel System's (PPS) batch IVR Daily Process which creates the PPSIVR interface file should produce a separate daily "zero SSN" interface file. This interface should contain demographic data for all employees who have an SSN on the EDB equal to all zeros. This file should be transmitted to UCOP, where the records for employees assigned a Fidelity ID will be added to the existing Fidelity Demographic File (see SR 81275). When an employee receives a valid SSN, that SSN will appear on the NACHA transactions and the demographic data will begin flowing over on the Fidelity Daily Demographic File.

When the UCRS interface files are generated (PPI730 and PPI740), and the employee's SSN is all zeros or spaces, the program should query the Fidelity ID table to find a Fidelity ID assigned to the employee. If no Fidelity ID is located, the program should assign the next available Fidelity ID to the employee. This Fidelity ID number should be used as the SSN on the UCRS interface files.

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Processing Overview

New Database of MRK

A new database with a name of PPPMRK will be created to contain the single table PPPFID for storage of Fidelity IDs.

PPS Batch Fidelity ID Table Maintenance/Reporting Process

A new stand-alone process will be developed to provide maintenance of the DB2 Fidelity ID (PPPFID) Table, to report existing assignment of Fidelity IDs to specific Employee IDs via a tab-delimited data file, and to provide a total count of remaining unassigned Fidelity IDs that are still available for assignment on the Fidelity ID Table.

Compute Process Changes

When the NACHA file is created, for each Fidelity transaction where the SSN is '000000000', the compute will check the Fidelity ID table (PPPFID) to see if an existing Fidelity ID has already been assigned to the employee. If not, an available Fidelity ID will be assigned to the employee, and this Fidelity ID will be used in the SSN field of the NACHA transaction.

UCRS Interface File Changes

When the UCRS interface files are generated (PPI730 and PPI740), and the employee's SSN is all zeros or spaces, the UCRS Interface File Process will query the Fidelity ID table to find an existing Fidelity ID assigned to the employee. If no Fidelity ID is located, the process will assign the next available Fidelity ID to the employee. This Fidelity ID number will be used as the SSN on the UCRS interface files.

PPS Batch IVR Interface File Changes

The Payroll/Personnel System's (PPS) batch IVR Daily Process which creates the PPSIVR interface file will be modified to produce a separate daily Employee "zero SSN" interface file. This interface will contain demographic data for all employees who have an SSN on the EDB equal to all zeros. This file will be transmitted to UCOP, where the records for employees assigned a Fidelity ID will be appended to the existing Fidelity Demographic File (see SR 81275). When an employee receives a valid SSN, that SSN will appear on the NACHA transactions and the demographic data will begin flowing over on the Fidelity Daily Demographic File.

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DDL Members

DBMRK00C

Fidelity (Master Record keeper) Database (PPPMRK):

A new database will be created for the single table used by the Fidelity ID process. The new associated table named PPPFID of database "PPPMRK" will be referenced in the existing compute, UCRS Interface, and batch IVR Daily Processes.

PPPVZFID, PPPVFID2

Fidelity ID Storage Data Table (PPPFID)

Fidelity ID Storage Table (PPPFID)

A new table will be added to the PPPMRK database that will contain a list of specific Fidelity ID numbers for assignment to employees with zero social security numbers.

The standard DDL members defining the table space, table, index and views for the PPPFID table will be created.

- TSFID00C
- TBFID00C
- IXFID00C
- PPPVZFID
- PPPVFID2

Below are the proposed DB2 columns and their attributes:

FID_FIDELITY_ID	CHAR (9)	NOT NULL WITH DEFAULT,
FID_EMPLOYEE_ID	CHAR (9)	NOT NULL WITH DEFAULT,
FID_EMPLOYEE_NAME	CHAR(26)	NOT NULL WITH DEFAULT,
FID_EMP_BIRTH_DATE	DATE	NOT NULL,
FID_ASSIGN_ID_DATE	DATE	NOT NULL,
FID_CHANGED_BY	CHAR(8)	NOT NULL WITH DEFAULT,
FID_CHANGED_AT	TIMESTAMP	NOT NULL,
FID_ADC_CODE	CHAR(1)	NOT NULL WITH DEFAULT,
PRIMARY KEY		
(FID_FIDELITY_ID)		

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Include Members

PPPVZFID, PPPVFID2

Fidelity ID Storage Data Table (PPPFID)

The standard Include members defining the COBOL working storage and DB2 Views for a table row in the PPPFID table will be created.

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Bind Members

PPP725

A plan bind member will be created for program PPP725.

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Program Changes

PPP430

PPP430 produces the direct deposit NACHA (National Automated Clearing House Association) file containing employee's net pay, and/or appropriate deductions (deductions defined on NGO Table).

For those employees whose deductions are reported on the NACHA file and their social security numbers are zeros or blank on the EDB, the social security numbers on the NACHA file will be replaced with the appropriate Fidelity ID from the PPPFID table. Thus, this program will be modified to assign the specific Fidelity ID from the PPPFID table to employees' with zero or blank social security numbers. The program modifications will be as follows:

- During initialization process, the date/timestamp value will be derived via a call to the appropriate standard date routine. In addition, the current date will be derived via a call to the appropriate date routine. The date/timestamp value will be assigned to the Fidelity ID record when an Employee ID is assigned to a specific Fidelity ID.
- A DB2 cursor will be defined via a DB2 DECLARE statement to select available Fidelity IDs where the Employee ID is blank on the Fidelity ID records. The selected group of available Fidelity IDs will be sequenced by Fidelity ID number order.
- The process that produces the existing tab-delimited "Zero SSN" file (Release 1652) will be modified to write a single header record and trailer record only if the file contains at least one employee detail record.

In addition, the same Fidelity ID value that is assigned to the ACH Type-7 record will also be assigned to the social security field of the "Zero SSN" tab-delimited file.

- The logic below will only apply to 403(b), DCP and After-Tax, 457(b), and General Purpose and Primary Residence Loan deductions; Scholar Share deductions are excluded.

Just before the ACH Type-7 record is written to the NACHA file, and if the employee's social security number is zeros or blank,

A DB2 **SELECT** statement will be executed to find whether the Employee ID is already assigned to a specific Fidelity ID. If an existing Fidelity ID record is found containing the appropriate Employee ID, the specific Fidelity ID will be assigned to the social security field of the ACH Type-7 record.

If an existing Fidelity ID record cannot be found containing the appropriate Employee ID, a DB2 **FETCH** statement will be executed to find the next available Fidelity ID. If an existing Fidelity record containing an available Fidelity ID is found, the specific Fidelity ID will be assigned to the social security field of the employee's ACH record. In addition, the selected existing Fidelity ID record will

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be updated with the Employee ID, Employee Name, Employee Birth Date, the current date that the Fidelity ID is assigned to the employee, DB2 Date/Timestamp value, and the standard A/D/C Action Code of 'C' (changed).

If no available Fidelity IDs are found on the PPPFID table, the social security number reported on the ACH Type-7 record will contain zeros (format of 000-00-0000). In addition, a message (43-015) "**NO AVAILABLE FIDELITY ID TO ASSIGN**" with a severity level of '3' (Warning) will be written to the standard error report.

- If a DB2 error is encountered anytime during the process, all updates to the DB2 tables will be rolled back.

PPI730

PPI730 reports employees' service credits, deductions, and tax data to UCRS via the final merged PAR File. Only employee with non-zero retirement grosses, Retirement Code of 'U' or 'B' are selected for reporting on the UCRS Interface file. However, employees who do not satisfy these criteria may be selected based on certain non-zero deductions (refer to section **23100-UCRS-CHECK** of program for the details).

For those selected employees whose social security numbers are zeros or blank on the PAR file, the zero or blank social security numbers on the UCRS Interface File will be replaced with the appropriate Fidelity ID from the Fidelity ID Table (PPPFID). This program will be modified to assign the specific Fidelity ID from the PPPFID table to employees with zero or blank social security numbers. Thus, the program modifications will be as follows:

- During initialization process, the date/timestamp value will be derived via a call to the appropriate standard date routine. In addition, the current date will be derived via a call to the appropriate date routine. The date/timestamp value will be assigned to the Fidelity ID record when an Employee ID is assigned to a specific Fidelity ID.
- A DB2 cursor will be defined via a DB2 DECLARE statement to select available Fidelity IDs where the Employee ID is blank on the Fidelity ID records. The selected group of available Fidelity IDs will be sequenced by Fidelity ID number order.
- The logic below will apply only to selected employees with zero or blank social security numbers on the PAR file.

A DB2 **SELECT** statement will be executed to find on the Fidelity ID Table whether the Employee ID is already assigned to a specific Fidelity ID. If an existing Fidelity ID record is found containing the appropriate Employee ID, the specific Fidelity ID will be assigned to the social security field of the UCRS Interface record.

If an existing Fidelity ID record cannot be found containing the appropriate Employee ID, a DB2 **FETCH** statement will be executed to find the next available Fidelity ID. If an existing Fidelity record containing an available Fidelity ID is found, the specific Fidelity ID will be assigned to the social security field of the employee's UCRS Interface record. In addition, the selected Fidelity ID record on

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the DB2 Fidelity ID table will be *updated* with the Employee ID, Employee Name, Employee Birth Date, the current date that the Fidelity ID is assigned to the employee, DB2 Date/Timestamp value, and the standard A/D/C Action Code of 'C' (changed).

If no available Fidelity IDs are found on the PPPFID Table, the social security field of the UCRS Interface record will contain the employee ID and the first position will be changed to '8'. In addition, a message (73-015) '**NO AVAILABLE FIDELITY ID TO ASSIGN**' with a severity level of '3' (Warning) will be written to the standard error report.

- If a DB2 error is encountered anytime during the process, all updates to the DB2 tables will be rolled back.

PPI740

Currently, PPI740 produces the UCRS History and File Maintenance Files each month that contains employee level data, Service Credit data, Contribution data, and Tax data. File Maintenance records are produced when an employee's EDB data has changed from the previous month.

For those selected employees whose social security numbers are zeros or blank on the UCRS File Maintenance file, the social security numbers on the UCRS File Maintenance File will be replaced with the appropriate Fidelity ID from the PPPFID table. This program will be modified to assign the specific Fidelity ID from the PPPFID table to employees with zero or blank social security numbers. Thus, the program modifications will be as follows:

- During initialization process, the date/timestamp value will be derived via a call to the appropriate standard date routine. In addition, the current date will be derived via a call to the appropriate date routine. The date/timestamp value will be assigned to the Fidelity ID record when an Employee ID is assigned to a specific Fidelity ID.
- A DB2 cursor will be defined via a DB2 DECLARE statement to select available Fidelity IDs where the Employee ID is blank on the Fidelity ID records. The selected group of available Fidelity IDs will be sequenced by Fidelity ID number order.
- The logic below will apply only to selected employees with zero or blank social security numbers on the EDB.

A DB2 **SELECT** statement will be executed to find on the Fidelity ID Table whether the Employee ID is already assigned to a specific Fidelity ID. If an existing Fidelity ID record is found containing the appropriate Employee ID, the specific Fidelity ID will be assigned to the social security field of the UCRS File Maintenance record.

If an existing Fidelity ID record cannot be found containing the appropriate Employee ID, a DB2 **FETCH** statement will be executed to find the next available Fidelity ID. If an existing Fidelity record containing an available Fidelity ID is found, the specific Fidelity ID will be assigned to the social security field of the employee's UCRS File Maintenance record. In addition, the selected Fidelity ID record from the DB2 Fidelity ID Table will be *updated* with the Employee ID, Employee Name,

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Employee Birth Date, the current date that the Fidelity ID is assigned to the employee, DB2 Date/Timestamp value, and the standard A/D/C Action Code of 'C' (changed).

If no available Fidelity IDs are found on the PPPFID Table, the social security field of the UCRS File Maintenance record will contain the employee ID and the first position will be changed to '8'. In addition, a message (73-015) "**NO AVAILABLE FIDELITY ID TO ASSIGN**" with a severity level of '3' (Warning) will be written to the standard error report.

- If a DB2 error is encountered anytime during the process, all updates to the DB2 tables will be rolled back.

PPIIVR

Currently, this module reports employee's changed data on the EDB to the nightly IVR Extract Files. The data taken from the EDB is compared to the data stored on the IVR history files.

This program will be modified to assign an existing Fidelity ID already assigned to an Employee ID from the PPPFID table to employees with zero or blank social security numbers. Thus, the program modifications will be as follows:

- The existing DB2 DECLARE statement (first level selection criterion) that initially defines the DB2 cursor for selecting the population of eligible employees for the IVR process will be modified such that all eligible employees will be selected regardless of the value of the employee's social security number (zero or blank) on the EDB (PPPPAY Table). In addition, the existing second level selection criterion that prevents the selection of Pay records on the Pay Table with the same social security numbers tied to different Employee ID numbers will be slightly changed to exclude zero or blank social security numbers.

It is noted that the existing logic does not select an employee for processing when the employee's birth date is missing (initial date of 0001-01-01). This condition also applies for those employees with zero or blank social security numbers.

- A "Zero SSN" Employee IVR file will be defined such that the file format will be exactly the same as the file format for the existing Employee IVR File (copymember CPWSIVRE). This file will contain demographic data of those selected employees whose social security numbers are zeros or blank on the EDB. At the end of process if the "Zero SSN" file is not empty, each campus will ftp this file to UCOP. The demographic data will be taken from the PPPPER, PPPPAY, PPPPCM, PPPHME, and PPPBEN Tables and the appropriate data moved to the separate Employee IVR File defined specifically for the "Zero SSN" Employee IVR File. Note that the data on the "Zero SSN" Employee IVR File will only contain the necessary data to assign to the demographic file. ***That is, not all fields on the file will be assigned.***
- During the selection of eligible-employees process, if the employee has a zero or blank social security number, the "Zero SSN" flag will be set to true. Otherwise the "Not Zero SSN" flag will be set to true.
- The logic below will apply only to selected employees whose social security numbers are zero or blank.

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If the “Zero SSN” flag is true and the employee is selected for processing,

A DB2 **SELECT** statement will be executed to find an existing Fidelity ID already assigned to an Employee ID. If the Fidelity ID record contains the appropriate Employee ID, the existing Fidelity ID will be assigned to the social security field of the “Zero SSN” Employee IVR record. However, if a Fidelity ID record is not found, a social security number value of ‘000000000’ will be assigned to the social security number field of the “Zero SSN” Employee IVR record. The majority of the data needed for the “Zero SSN” Employee IVR File will be obtained via a perform to existing paragraph “21500-COMPLETE-EMP-DATA”. To populate the rest of the fields on this record, the existing logic that accesses the PPPPER and PPPPCM tables will be performed.

The data on the “Zero SSN” Employee IVR file will be produced daily if at least one selected employee has a zero or blank social security number on the EDB. If the selected employee with the zero or blank social security number will be reported on the “Zero SSN” Employee IVR file, the employee will *not* be reported on the existing Employee IVR file and a history Employee IVR record will not be produced.

Note that when the employee does receive a valid social security number, the employee will no longer be reported on the “Zero SSN” Employee IVR file. Rather the employee will be reported on the standard Employee IVR file, and a history Employee IVR record will be produced.

- The existing PPIIVR1 report containing run control totals will be modified such that the total number of selected employees with zero or blank social security numbers will be displayed on this report.

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New Programs

PPP725

General Description

A new program will be developed to provide maintenance of the DB2 Fidelity ID (PPPFID) Table, to report existing assignment of Fidelity IDs to specific Employee IDs via a tab-delimited data file, and to provide a total count of remaining unassigned Fidelity IDs that are still available for assignment on the Fidelity ID Table.

Three modes of processing will be available as follows:

UPDATE – Processing of Fidelity ID transactions

REPORT – Production of an electronic tab-delimited Fidelity ID data file

BOTH – Processing of Fidelity ID transactions and production of electronic tab-delimited data file

The data on the specification record will be edited. Any errors encountered will be reported on the PPP7251 report. If the processing mode is UPDATE or BOTH, the input transactions will be sorted in the appropriate sequence. The sorted input transactions will be edited, and any errors encountered will be reported on the PPP7252 report.

Inputs

PPP725 will receive input from the following sources:

Run Specification record

The processing mode must be entered in columns 12 through 17 of the Run Specification record.

- UPDATE – Processing of the Fidelity ID transactions
- REPORT – Production of the electronic tab-delimited Fidelity ID Data file containing a single header record, detail records of existing assignments of Fidelity IDs to specific Employee IDs, and a single trailer record containing the total count of detail records, and a total count of available unassigned Fidelity IDs on the FID Table.
- BOTH – Processing of the Fidelity ID transactions and production of the electronic tab-delimited Fidelity ID Data file.

DB2 EDB Tables

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- Personnel Employee Record (PPPPER)

The Employee Name (EDB 0105) and Employee Birth Date (EDB 0107) will be used to populate the fields on the electronic tab-delimited Fidelity ID Data file.

DB2 CTL Tables

- Campus Control Record (PPPCCR)

The Campus Control Record will be used to determine the campus location for reporting on the electronic tab-delimited Fidelity ID Data file.

DB2 PPPFID Table

- Storage of Fidelity ID Records (PPPFID)

The Fidelity ID records will be used to report appropriate data on the electronic tab-delimited Fidelity ID Data file.

Outputs

Report PPP7251

This report will be produced at the end of the process to display the Control Totals.

Report PPP7252

All problems encountered in the processing of the transactions will be reported on the error report PPP7252.

Electronic Tab-delimited Fidelity ID Data File

This file will be produced if the processing mode is 'REPORT' or 'BOTH'.

Declare DB2 Cursors

- A **DB2** Cursor ordered by **Fidelity ID** will be declared to access the Fidelity records containing the following data items on the Fidelity ID Table:

Fidelity ID
Employee ID
Employee Name
Employee's Birth Date
Date Fidelity ID was assigned to employee

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Processing

Initialization

General Program Initialization

- Process Date and Time Stamp

The Current Date and time stamp value will be retrieved from the system's date routines.

- Open Run Specification File

Read and edit Run Specification Record:

If the Specification Record is missing,

Message 72-501 "**OPER: SPECIFICATION RECORD MISSING**" will be issued.

This message will have a severity of '8' (*See Operations* in batch).

If the run specification does not have the proper program ID,

Message 72-502 "**OPER: SPECIFICATION RECORD - INVALID PROGRAM-ID**" will be issued.

This message will have a severity of '8' (*See Operations* in batch).

If the requested processing mode option specified on the run specification is invalid,

Message 72-503 "**OPER: SPECIFICATION RECORD – INVALID PROCESSING MODE**" will be issued.

This message will have a severity of '8' (*See Operations* in batch).

- Close Run Specification File
- Open Output Files

If Processing Mode is 'REPORT', the electronic tab-delimited Fidelity ID Data File will be opened, and the DB2 Campus Location Table will be accessed. The Campus Location Code will be assigned to the tab-delimited Fidelity ID header record, and the single header record will be written.

If Processing Mode is 'UPDATE', the Fidelity ID Transaction File will be opened.

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If Processing Mode is 'BOTH', the Fidelity ID Transaction File will be opened, and the DB2 Campus Location Table will be accessed. The Campus Location Code will be assigned to the tab-delimited Fidelity ID header record, and the single header record will be written.

Main Processing

Processing Mode UPDATE

If Processing Mode is 'UPDATE', the input Fidelity ID transactions will be sorted in the proper sequence. The sorted Fidelity ID transactions will be edited as follows:

Edits on sorted transactions

72-507 - (**TRANSACTION ACTION CODE NOT 'A', 'C', OR 'D'**):

If ADC Code is not 'A', 'D', or 'C', message 72-507 will be issued.

72-508 – (**FIDELITY ID LOW RANGE NOT NUMERIC**):

If Fidelity ID Low Range not numeric and not blank, message 72-508 will be issued.

72-509 – (**FIDELITY ID HIGH RANGE NOT NUMERIC**):

If Fidelity ID High Range not numeric and not blank, message 72-509 will be issued.

72-510 – (**FIDELITY ID LOW MUST BE EQUAL TO OR LESS THAN FIDELITY ID HIGH**):

If (Fidelity ID Low Range numeric and Fidelity ID High Range numeric), and (Fidelity ID Low Range not equal to Fidelity ID High Range and Fidelity ID High Range not greater than Fidelity ID Low Range) message 72-510 will be issued.

72-511 - (**EMPLOYEE ID ALREADY ASSIGNED TO AN EXISTING FIDELITY ID**)

If Fidelity ID Employee ID is not blank, and the Employee ID is present on the Fidelity ID Table, message 72-511 will be issued.

72-513 – (**EMP ID CANNOT BE ASSIGNED TO RANGE OF FIDELITY IDS**)

If Fidelity ID Employee ID is not blank, and the Fidelity ID Low Range is less than Fidelity ID High Range, message 72-513 will be issued.

72-514 – (**BOTH FIDEL ID LOW RANGE AND FIDEL ID HIGH RANGE CAN'T BE BLANK**)

If Fidelity ID Low Range is blank and Fidelity ID High Range is blank, message 72-514 will be issued.

72-515 – (**FIDEL ID LOW RANGE MUST BE ENTERED FOR ASSIGNMENT TO EMPLOYEE ID**):

If Fidelity ID Employee ID is not blank, and the Fidelity ID Low Range is blank, message 72-515 will be issued.

72-516 – (**EMPLOYEE ID MUST BE ENTERED FOR ASSIGNMENT TO FIDELITY ID**)

If Fidelity ID ADC Code is 'C' and Fidelity Employee ID is blank, message 72-516 will be issued.

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72-518 – (FIDELITY ID LOW RANGE CANNOT BE BLANK)

If Fidelity ID Low Range is blank and Fidelity ID High Range is not blank, message 72-518 will be issued.

72-526 - (CANNOT ASSIGN FIDELITY ID TO EMPLOYEE ID THAT DOES NOT EXIST)

If Fidelity ID Employee ID does not exist on the PPPPER Table, message 72-526 will be issued.

If any of the above edits triggers the issuance of message(s), the particular sorted transaction will be rejected. If the sorted transaction is not rejected, processing of the selected transaction will continue.

Selected Sorted Transactions

ADC Code ‘D’

The following edit will be triggered when a specific Fidelity ID is entered on the Delete type transaction:

If the ADC Code is ‘D’ and the Fidelity ID Low Range equals Fidelity ID High Range or the Fidelity ID High Range is blank, the process will check whether the specific Fidelity ID exist or not. If the specific Fidelity ID does not exist, message 72-512 (***CANNOT DELETE FIDELITY ID THAT DOESN'T EXIST ON FIDELITY ID TABLE***) will be issued. Otherwise the Fidelity ID will be deleted.

The following edit will be triggered when a range of Fidelity IDs are entered on the Delete type transaction:

If the Fidelity ID Low Range is less than the Fidelity ID High Range, the process will check whether the Fidelity IDs within the specified low and high ranges exist. If the specific Fidelity ID for deletion does not exist, message 72-522 (***ONE OR MORE FIDELITY IDS WITHIN ID RANGES CANNOT BE DELETED***) will be issued. In addition, message 72-523 (***SPECIFIC FIDELITY ID CANNOT BE DELETED - NOT ON FIDELITY ID TABLE***) will be issued. Otherwise the Fidelity ID will be deleted.

ADC Code ‘C’

If the ADC Code is ‘C’, the process will check whether the Fidelity ID exists or not. If the Fidelity ID does not exist, message 72-519 (***FIDELITY ID DOESN'T EXIST TO ASSIGN AN EMPLOYEE***) will be issued. Otherwise the Employee ID will be assigned to the existing Fidelity ID.

If the ADC Code is ‘C’, and a range of Fidelity IDs are entered, message 72-521 (***RANGE OF FIDELITY IDS CANNOT BE ENTERED ON A CHANGE TRANSACTION***) will be issued.

ADC Code ‘A’

The following edit will be triggered when a specific Fidelity ID is entered on the Add type transaction:

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If the ADC Code is 'A' and the Fidelity ID Low Range equals Fidelity ID High Range or the Fidelity ID High Range is blank, the process will check whether the specific Fidelity ID exists or not. If the Fidelity ID does exist, message 72-517 (***CANNOT ADD FIDELITY ID THAT ALREADY EXISTS ON FIDELITY ID TABLE***) will be issued. Otherwise the Fidelity ID will be added.

The following edit will be triggered when a range of Fidelity IDs are entered on the Add type transaction:

If the ADC Code is 'A' and the Fidelity ID Low Range is less than the Fidelity ID High Range, the process will check whether each Fidelity ID within the range exists or not. If the specific Fidelity ID exists on the Fidelity ID Table, message 72-524 (***ONE OR MORE FIDELITY IDS WITHIN ID RANGES CANNOT BE ADDED***) will be issued. In addition, message 72-525 (***SPECIFIC FIDELITY ID CAN'T BE ADDED - ALREADY ON FIDEL ID TABLE***) will be issued. Otherwise the specific Fidelity ID will be added.

Processing Mode REPORT

If Processing Mode is 'REPORT', the DECLARE CURSOR associated with the Fidelity ID Table will be opened. Each Fidelity ID record will be read. If the Fidelity Employee ID is not blank, the campus location code, Fidelity Employee ID, Fidelity Employee Name, Fidelity Birth Date, and the Fidelity Assigned Date will be moved to the tab-delimited Fidelity ID Data record. The Tab-delimited Fidelity ID Data record will be written. If the Fidelity Employee ID is blank on the Fidelity ID record, the Fidelity ID will be counted as an available ID.

Processing Mode BOTH

If Processing Mode is 'BOTH', Processing Mode UPDATE and Processing Mode REPORT will be performed (see above).

End of Job Processing

The control totals will be reported on the PPP7251 report.

- If Processing Mode is 'REPORT', the trailer record of the electronic tab-delimited Fidelity ID Data File will be written, and the file will be closed. The DECLARE CURSOR associated with the Fidelity ID Table will be closed.
- If Processing Mode is 'UPDATE', the Fidelity ID Transaction File will be closed, and the DECLARE CURSOR associated with the Fidelity ID Table will be closed.
- If Processing Mode is 'BOTH', the Fidelity ID Transaction File will be closed, and the electronic tab-delimited Fidelity ID Data File will be closed. The DECLARE CURSOR associated with the Fidelity ID Table will be closed.

Close the remaining report files:

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- PPP7251 Report File
- PPP7252 Report File

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Forms

UPAY922 (Program Run Specification)

This form will define the layout of the Program Run Specification for program PPP725.

The following is a sample layout of the Run Specification record:

```

          1           2           3           4
1---5---0---5---0---5---0---5---0
PPP725-SPECBOTH
    
```

Columns 1 through 11 (Program ID)

Columns 12 through 17 (Processing Modes, **UPDATE** = FID Table Maintenance, and **REPORT**= Produce electronic tab-delimited Fidelity ID Data file, **BOTH** = FID Table Maintenance and produce electronic tab delimited Fidelity ID Data file).

UPAY923 (FID – Fidelity ID Table Maintenance)

This form will define the layout of the FID Maintenance transactions for processing by program PPP725.

The following is a sample layout of the FID transactions:

A/D/C 1	FIDELITY ID LOW RANGE 2 10	FIDELITY ID HIGH RANGE 12 20	EMPLOYEE ID 21 29

```

          1           2           3           4
1---5---0---5---0---5---0---5---0
A998000001 998000001          (Add FID 998000001)
A998000002 998000010          (Add FID from 998000002 to 9980000010)
A998000011          (Add FID 998000011)
C998000012 998000012000050013 (Change existing Emp ID to 000050013)
C998000015          *          (Delete existing Emp ID from FID 9980000015)
A998000013 998000013701000507 (Add FID 998000013 and assign to EMP ID
701000507)
D998000009          (Delete FID 998000009)
    
```

Column 1 (Action – A/D/C)

Columns 2 through 10 (Fidelity ID Low Range)

Column 11 (blank)

Columns 12 through 20 (Fidelity ID High Range)

Columns 21 through 29 (optional, Employee ID)

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Columns 30 through 80 - blank

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JCL Changes

PPIIVR

The existing JCL to execute program PPIIVR will be modified as follows:

Add output DD Name of "EMPZERSN" with a record length of "902" and record format of "FB".

LOAD and UNLDMRK JCL

New LOAD JCL will be created for loading data to the PPPFID Table.

New JCL statements will be created to unload data from the PPPFID Table.

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Control Table Updates

System Messages Table (PPPMSG)

The following messages will be added to the System Messages Table for batch program PPP725:

43-025 – ***NO AVAILABLE FIDELITY IDS TO ASSIGN FROM FIDELITY ID TABLE*** with a severity level of '3' (warning).

73-025 – ***NO AVAILABLE FIDELITY IDS TO ASSIGN FROM FIDELITY ID TABLE*** with a severity level of '3' (warning).

74-025 – ***NO AVAILABLE FIDELITY IDS TO ASSIGN FROM FIDELITY ID TABLE*** with a severity level of '3' (warning).

72-501 -***OPER: SPECIFICATION RECORD MISSING*** with a severity level of '8' (See operations).

72-502 -***OPER: SPECIFICATION RECORD - INVALID PROGRAM ID*** with a severity level of '8' (Operations).

72-503- ***OPER: SPECIFICATION RECORD - INVALID PROCESSING MODE*** with a severity level of '8' (Operations).

72-504 -***"UPDATE" MODE - FIDELITY ID TABLE UPDATE REQUEST*** with a severity level of '1' (Informational).

72-505 - ***"REPORT" MODE - FIDELITY ID REPORT PRODUCED*** with a severity level of '1' (Informational).

72-506 -***"BOTH" MODE - FIDEL ID TABLE UPDATE AND FIDEL ID REPORT REQUEST*** with a severity level of '1' (Informational).

72-507 - ***TRANSACTION ACTION CODE NOT 'A', 'C', OR 'D'*** with a severity level of '5' (Transaction Reject).

72-508 - ***FIDELITY ID LOW RANGE NOT NUMERIC*** with a severity level of '5' (Transaction Reject).

72-509 - ***FIDELITY ID HIGH RANGE NOT NUMERIC*** with a severity level of '5' (Transaction Reject).

72-510 - ***FIDELITY ID LOW MUST BE EQUAL TO OR LESS THAN FIDELITY ID HIGH*** with a severity level of '5' (Transaction Reject).

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72-511 - **EMPLOYEE ID ALREADY ASSIGNED TO AN EXISTING FIDELITY ID** with a severity level of '5' (Transaction Reject).

72-512 - **CANNOT DELETE FIDELITY ID THAT DOESN'T EXIST ON FIDELITY ID TABLE** with a severity level of '5' (Transaction Reject).

72-513 **EMP ID CANNOT BE ASSIGNED TO RANGE OF FIDELITY IDS** with a severity level of '5' (Transaction Reject).

72-514 **BOTH FIDEL ID LOW RANGE AND FIDEL ID HIGH RANGE CAN'T BE BLANK** with a severity level of '5' (Transaction Reject).

72-515 **FIDEL ID LOW RANGE MUST BE ENTERED FOR ASSIGNMENT TO EMPLOYEE ID** with a severity level of '5' (Transaction Reject).

72-516 **EMPLOYEE ID MUST BE ENTERED FOR ASSIGNMENT TO FIDELITY ID** with a severity level of '5' (Transaction Reject).

72-517 - **CANNOT ADD FIDELITY ID THAT ALREADY EXISTS ON FIDELITY ID TABLE** with a severity level of '5' (Transaction Reject).

72- 518 **FIDELITY ID LOW RANGE CANNOT BE BLANK** with a severity level of '5' (Transaction Reject).

72- 519 **FIDELITY ID DOESN'T EXIST TO ASSIGN AN EMPLOYEE ID** with a severity level of '5' (Transaction Reject).

72- 520 **LOCATION CODE NOT AVAILABLE FROM CAMPUS LOCATION TABLE** with a severity level of '8' (See operations).

72- 521 **RANGE OF FIDELITY IDS CANNOT BE ENTERED ON A CHANGE TRANSACTION** with a severity level of '5' (Transaction Reject).

72- 522 **ONE OR MORE FIDELITY IDS WITHIN FIDEL ID RANGES CANNOT BE DELETED** with a severity level of '3' (Warning).

72- 523 **SPECIFIC FIDELITY ID CAN'T BE DELETED – NOT PRESENT ON FIDEL TBLE** with a severity level of '3' (Warning).

72- 524 **ONE OR MORE FIDELITY IDS WITHIN FIDEL ID RANGES CANNOT BE ADDED** with a severity level of '3' (Warning).

72- 525 **SPECIFIC FIDELITY ID CAN'T BE ADDED – ALREADY ON FIDEL ID TABLE** with a severity level of '3' (Warning).

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72- 526 ***CANNOT ASSIGN FIDELITY ID TO EMPLOYEE ID THAT DOES NOT EXIST*** with a severity level of '5' (Transaction Reject).

72- 599 ***OPER: NEGATIVE SQL CODE RETURNED - REVIEW PPDB2MSG DIAGNOSTIC*** with a severity level of '8' (See Operations).

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Attachments

Attachment A – Sample PPP7251 Report
Attachment B – Sample PPP7252 Report

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Attachment A:

PPP7251/PPP725/020106
RETN: SEE RPTS DISP SCHEDULE/DIST.

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FIDELITY ID PROCESSING
CONTROL TOTALS

Page 1
RUN DATE: 02/01/06
RUN TIME: 06:58:49

NUMBER OF FID TRANS READ:	28
NEW FIDELITY IDS REJECTED:	4
DELETE FIDELITY IDS REJECTED:	3
EMPLOYEE ID UPDATES REJECTED:	1
FIDELITY IDS INSERTED:	12
FIDELITY IDS DELETED:	3
EMPLOYEE ID UPDATES:	4
NUMBER OF TAB-DELIMITED RECS:	8

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Attachment B:

PPP7252/PPP725/020106

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PAGE

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RETN: SEE RPTS DISP SCHEDULE/DIST.

FIDELITY ID PROCESSING

RUN DATE; 02/01/06

TRANSACTION ERROR REPORT

RUN TIME: 06:58:49

ADC CODE	FIDELITY ID LOW RANGE	FIDELITY ID HIGH RANGE	EMPLOYEE ID	MESSAGE NUMBER	MESSAGE SEVERITY	MESSAGE TEXT
				72-506	INFORMATION	"BOTH" MODE - FIDEL ID TABLE UPDATE AND FIDEL ID REPORT REQUEST
B	998000012			72-507	TRAN REJECT	TRANSACTION ACTION CODE NOT 'A', 'C', OR 'D'
D	998000015			72-512	TRAN REJECT	CANNOT DELETE FIDELITY ID THAT DOESN'T EXIST ON FIDELITY ID TABLE
D	998000016	998000019		72-522	WARNING	ONE OR MORE FIDELITY IDS WITHIN FIDEL ID RANGES CANNOT BE DELETED
	998000016			72-523	WARNING	SPECIFIC FIDELITY ID CANNOT BE DELETED - NOT ON FIDELITY ID TABLE
	998000017			72-523	WARNING	SPECIFIC FIDELITY ID CANNOT BE DELETED - NOT ON FIDELITY ID TABLE
D	998000020	998000021	000005001	72-513	TRAN REJECT	EMP ID CANNOT BE ASSIGNED TO RANGE OF FIDELITY IDS
A		998000022		72-518	TRAN REJECT	FIDELITY ID LOW RANGE CANNOT BE BLANK
A				72-514	TRAN REJECT	BOTH FIDEL ID LOW RANGE AND FIDEL ID HIGH RANGE CAN'T BE BLANK
A	998000093	998000094		72-524	WARNING	ONE OR MORE FIDELITY IDS WITHIN FIDEL ID RANGES CANNOT BE ADDED
	998000094			72-525	WARNING	SPECIFIC FIDELITY ID CAN'T BE ADDED - ALREADY ON FIDEL ID TABLE
A	998300200	998300203		72-524	WARNING	ONE OR MORE FIDELITY IDS WITHIN FIDEL ID RANGES CANNOT BE ADDED
	998030200			72-525	WARNING	SPECIFIC FIDELITY ID CAN'T BE ADDED - ALREADY ON FIDEL ID TABLE
	998030201			72-525	WARNING	SPECIFIC FIDELITY ID CAN'T BE ADDED - ALREADY ON FIDEL ID TABLE