

SR 81488

Change to PPI730 and PPI740 Zero SSN Processing

April 7, 2006

Background

Release 1695, dated March 7, 2006, implemented special processes to handle employees with zero or blank SSN values on the EDB (“zero SSN employees”) who also have deductions transmitted to FITSCo. This release established a Fidelity ID Table to store temporary identification number assignments for these employees. Fidelity IDs are assigned to employees in the compute and in the UCRS interface processes (PPI730 and PPI740).

UC San Francisco reported that large numbers of “without salary” employees were being assigned temporary Fidelity IDs in the UCRS interface processes, even though these employees do not have defined contribution deductions. Subsequent research revealed that without salary employees carry a Retirement Code (EDB 0122) value of ‘H’ (‘Safe Harbor’). Thus, as these employees are added to the 740 File Maintenance interface file, they are assigned a Fidelity ID unnecessarily.

Because FITSCo has given the University a small number of Fidelity IDs to distribute across all locations, it is important that Fidelity IDs are assigned only when needed.

Current Processes

UCRS interface programs PPI730 and PPI740 process zero SSN employees in the following manner:

For the UCRS 730 contribution file, if a selected employee has a Social Security Number which is zero or blank on the PAR file, the zero or blank SSN is replaced with an appropriate Fidelity ID from the Fidelity ID Table. If the employee has already been assigned a Fidelity ID, this number is moved to the 730 file. Otherwise, a new Fidelity ID is assigned to the employee on the Fidelity ID Table and this number is moved to the 730 file.

For the 740 file, if a selected employee has a Social Security Number which is zero or blank on the EDB, the zero or blank SSN is replaced with an appropriate Fidelity ID from the Fidelity ID Table. If the employee has already been assigned a Fidelity ID, this number is moved to the 730 file. Otherwise, a new Fidelity ID is assigned to the employee on the Fidelity ID Table and this number is moved to the 730 file.

For both programs, if there are no Fidelity IDs available for assignment, the program moves the employee ID into the SSN field and replaces the first position with the number ‘8’.

Proposed Process

For the 730 and 740 files, if a selected employee has a Social Security Number which is blank or zero, the program should still query the Fidelity ID Table to see if the employee has been assigned a Fidelity ID. If so, this Fidelity ID should be used as the SSN on the interface file.

If no previous Fidelity ID assignment is found, the program should not assign a new ID to the employee. Rather, the program should move the employee ID into the SSN field and replace the first position with the number '8'.

Timing

It is requested that the change be made available to campuses so that they may install the modified programs before running April month end processing to generate UCRS 730 and 740 interface files.