

Created on: November 18, 2003
Last Modified on: September 8, 2008 (FINAL)
Revision(s): UPAY forms, Due date

SR 14900

FUPOA Dues

Objective:

UCOP Labor Relations has requested that the Federated University Police Officers Association (FUPOA) be established for dues, agency fees, and charity payroll deductions on a system wide basis as the exclusive representative of the "PA" bargaining unit.

Project Type:

This project represents a modification to the PPS. It responds to FUPOA's request to establish agency fee and charitable deductions for employees at each campus who are currently dues paying members of the bargaining unit and would establish uniform Gross-to-Net (GTN) numbers for all such deductions.

Requested by:

Payroll Coordination

Analyst:

Michael O'Neill

Due Date(s): Urgent – these updates must be made available so that campuses can process FUPOA deductions, using the new GTNs, into the first October earnings compute.

Statement of Business Need:

The business need for this project is based on negotiations between UCOP Labor Relations and FUPOA as the exclusive representative of the PA bargaining unit.

Background:

While FUPOA has been the exclusive representative for the PA bargaining unit, it had not been designated as such on the Bargaining Unit Table for the purpose of payroll deductions for dues, agency fee, and charities identified by the unit.

Current Process:

Police Officers in the PA unit are now paying dues in conjunction with various police-affiliated organizations, irrespective of their relationship with FUPOA. This arrangement has been maintained in order to allow the Police Officers to avail themselves of the payroll deduction mechanism and to support access to special dues-based benefit programs. The following GTN numbers have been used by campuses to take PA dues deductions:

GTN 084 (UCR, UCSB)
GTN 090 (UCD, UCI, UCSF)
GTN 091 (UCB)
GTN 166 (UCLA)

Proposed Process:

In order to respond to FUPOA's request, GTNs specific to FUPOA as the exclusive bargaining representative of the PA unit are being requested (see Exhibit A). It is also requested that FUPOA be assigned a GTN for use in connection with "uncovered" employees who wish to pay FUPOA dues. The new GTNs include the following:

GTN 484 FUPOA PA Due
GTN 465 PA Agency Fee
GTN 521 PA CPOM FND
GTN 522 PA Children
GTN 523 PA Leukemia
GTN 372 FUPOA Due Un

As part of this process, the expectation is that employees in the PA unit currently set up for dues will have their deductions established manually under GTN 484. Employees with "uncovered" status will be manually set up under GTN 372. This approach was adopted in lieu of a one-time program due to the relatively small number of employees in the PA unit.

The campus GTNs identified above, (i.e., GTNs 084, 090, 091, and 166) are to be set to inactive status.

In addition to the GTN table entries specified in Exhibit A, campuses should be provided with Control Table updates as shown in Exhibits B, C, D, and E.

The new GTNs should be included in all applicable union reporting and file processes.

Exhibit "A"



PAYROLL/PERSONNEL GROSS-TO-NET TABLE UPAY545 (R05/03) R1487

PREPARED BY: DATE 9/8/08 AUTHORIZED BY: [Signature]

Table with columns: TABLE NO., PRIORITY NUMBER, DEDUCTION NUMBER, TRM NO., DESCRIPTION, RELATED ELEMENT, SCHEDULE, BALANCES, OBJECT, LINK, REDUCTION, VALUE 1, VALUE 2, REP, C.D., COM, DR, EP, END, MD, REP, C.D., COM, DR, EP, END, MD

Table with columns: TABLE NO., PRIORITY NUMBER, DEDUCTION NUMBER, TRM NO., DESCRIPTION, RELATED ELEMENT, SCHEDULE, BALANCES, OBJECT, LINK, REDUCTION, VALUE 1, VALUE 2, REP, C.D., COM, DR, EP, END, MD

BASE CODES, BENEFIT CODES, C.B. BEHAVIOR CODES, C.B. ELIGIBILITY, EFFECTIVE DATE, GROUP CODES, TYPE CODES, USAGE CODES, RETN: ACCOUNTING: UNTIL ACTION TAKEN



PAYROLL/PERSONNEL GROSS-TO-NET TABLE UPAY545 (R05/03) R1487

PREPARED BY: DATE: AUTHORIZED BY: DATE: 09/08/08

Table 1: Payroll/Personnel Gross-to-Net Table (Top Section) with columns for Table No., Description, Deduction, and various codes.

Table 2: Payroll/Personnel Gross-to-Net Table (Bottom Section) with columns for Table No., Description, Deduction, and various codes.

BASE CODES, BENEFIT CODES, C.B. BEHAVIOR CODES, C.B. ELIGIBILITY, EFFECTIVE DATE, GROUP CODES, TYPE CODES, USAGE CODES, DEPARTMENTAL PAR INQUIRY INDICATOR

RETN: ACCOUNTING: UNTIL ACTION TAKEN

Exhibit "A"

PAYROLL/PERSONNEL
GROSS-TO-NET TABLE
UPAY545 (R05/03) R1487



PREPARED BY: _____ DATE: _____
 AUTHORIZED BY: *[Signature]* DATE: **9/8/08**

C	D	A	TABLE NO.	PRIORITY NUMBER	DEDUCTION NUMBER	TRM NO.	DESCRIPTION	SCHEDULES		BALANCES				LINK GTN	REDUCTION CODE	REDUCTION PERCENT	VALUE 1	VALUE 2	CEN DED MO	CEN DED RTN	CEN DED DTN	CEN DED MO
								1	2	3	4	5	6									
A	02		1	12	1	12	PA LEUKEMIA															201
A	02		2	12	2	12	115106															
A	02		3	12	3	12																

C	D	A	TABLE NO.	PRIORITY NUMBER	DEDUCTION NUMBER	TRM NO.	DESCRIPTION	SCHEDULES		BALANCES				LINK GTN	REDUCTION CODE	REDUCTION PERCENT	VALUE 1	VALUE 2	CEN DED MO	CEN DED RTN	CEN DED DTN	CEN DED MO
								1	2	3	4	5	6									
A	02		1	12	1	12	FUPOA DUE UN															201
A	02		2	12	2	12	115264															
A	02		3	12	3	12																

BALANCE CODES
 D - Process the deduction using a declining balance
 E - Maintain an employment-to-date balance for the element
 F - Maintain a fiscal-year-to-date balance for the element
 P - Print a year-to-date balance on the check stub
 Q - Maintain a quarter-to-date balance for the element
 R - Suspend the deduction as a reconcilable if insufficient net
 S - Hold the deduction in abeyance if insufficient net credit
 U - Maintain the balance indicated in a special processing in
 Y - Maintain a year-to-date balance for the element

BASE CODES
 F - FICA Gross
 R - Retirement Gross
 S - SMT Gross
 T - Total Gross
 W - FVLT Gross
 X - Special Rate Amount Gross
 Z - PPA Regular Gross
 G or client - Regular Hours only
 H - Regular plus Overtime Hours

BENEFIT CODES
 D - Dental Contribution
 H - Medical Contribution
 J - Legal Contrib.
 Reserved
 V - Optical Contribution

BENEFIT TYPES
 A - A.D.D. Ins.
 D - Dental Ins.
 H - Medical Ins.
 J - Legal Ins.
 V - Group Life Ins.
 Y - Optical Ins.
 Z - EE Paid Disability Ins.

C.B. BEHAVIOR CODES
 1 - If ineligible, email, do not de-email if enrolled currently
 2 - If ineligible, do not enroll, de-email if enrolled currently
 3 - If ineligible, do not enroll, do not de-email if enrolled currently

C.B. ELIGIBILITY
 blank - none required
 1 - BUCAREP
 2 - TUCAREP
 3 - TUCAREP/SHC
 4 - TUCAREP/PAUC
 5 - TUCAREP/SHC/PAUC

EFFECTIVE DATE
 A - Taken in advance
 E - Taken in arrears
 N - No effective date allowed
 V - Voluntary contribution - taken in arrears
 blank - No effective date processing advised

GROUP CODES
 I - Insurance
 M - Miscellaneous
 R - Retirement
 T - Tax
 U - UDUCE

TYPE CODES
 B - Benefit
 C - Contribution
 D - Deduction
 R - Reduction

USAGE CODES
 B - Fixed amount from GRT
 F - Fixed Amount
 H - Rate to be multiplied by hours base
 P - Percentage of the stated base
 R - Percentage from GRT
 T - Rate from GRT times hour base
 1 - System parameter for fixed amount
 2 - System parameter for percentage
 3 - System parameter for rate times hours

DEPARTMENTAL PAR INQUIRY INDICATOR
 Y - Display GTR Description
 blank - Display GTR Description
 N - Display "No Title" for GTR Description



Exhibit "B"

**BENEFITS RATES TABLE
GROSS-TO-NET RATES/AMOUNTS
FORMAT 001 & 002 & 003
UPAY712 (R12/06) R1744**

A/D	1	2	3	4	6	7	9	10	18	RATE / AMOUNT
	14	001							*	
	14	001							*	
	14	001							*	
	14	001							*	

A percentage should be entered with the integers prior to the implied decimal; for example, 15% should be entered as 00015.0000.

A/D	1	2	3	4	6	7	9	10	18	19	27	CAP
A	14	002			484							99999.9999
A	14	002			484							99999.9999
A	14	002			465			30.0000				99999.9999
A	14	002			465			30.0000				99999.9999

* Campus Specific (see page 4)

BUC	R E P	S H C	D U C	EFFECTIVE DATE
61 62	63 64	65	71	

BUC	R E P	S H C	D U C	EFFECTIVE DATE
61 62	63 64	65	71	
PA C				
00				
PA C				
00				

A/D	1	2	3	4	6	7	9	10	18	19	27	28	36	37	45	46	54	THRESHOLD PERCENT
	14	003							*	*	*	*	*	*	*	*	*	*
	14	003							*	*	*	*	*	*	*	*	*	*
	14	003							*	*	*	*	*	*	*	*	*	*
	14	003							*	*	*	*	*	*	*	*	*	*

BUC	R E P	S H C	D U C	EFFECTIVE DATE
61 62	63 64	65	71	

PREPARED BY: _____ DATE: _____


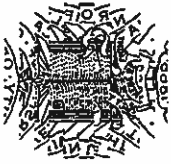
APPROVED BY:  DATE: 9/8/08

Exhibit "B"



**BENEFITS RATES TABLE
GROSS-TO-NET RATES/AMOUNTS
FORMAT 001 & 002 & 003
UPAY712 (R12/06) R1744**

A/D	1	2	3	4	6	7	9	10	18	RATE / AMOUNT
	14	001							*	
	14	001							*	
	14	001							*	
	14	001							*	

A percentage should be entered with the integers prior to the implied decimal; for example, 15% should be entered as 00015.0000.



A/D	1	2	3	4	6	7	9	10	18	19	27	CAP
A	14	002	521					30	0000			99999.9999
A	14	002	521					30	0000			99999.9999
A	14	002	522					30	0060			99999.9999
A	14	002	522					30	0000			99999.9999

BUC	R	S	D	E	H	U	P	C	C	EFFECTIVE DATE
61	62	63	64	65	66	71				

BUC	R	S	D	E	H	U	P	C	C	EFFECTIVE DATE
61	62	63	64	65	66	71				

A/D	1	2	3	4	6	7	9	10	18	19	27	28	36	37	45	46	54	THRESHOLD PERCENT
	14	003							*	*	*	*	*	*	*	*	*	*
	14	003							*	*	*	*	*	*	*	*	*	*
	14	003							*	*	*	*	*	*	*	*	*	*
	14	003							*	*	*	*	*	*	*	*	*	*

BUC	R	S	D	E	H	U	P	C	C	EFFECTIVE DATE
61	62	63	64	65	66	71				

PREPARED BY: 	DATE: _____
APPROVED BY: 	DATE: 9/8/08

**BENEFITS RATES TABLE
GROSS-TO-NET RATES/AMOUNTS
FORMAT 001 & 002 & 003
UPAY712 (R12/06) R1744**

* Campus Specific (see page 4)

A percentage should be entered with the integers prior to the implied decimal; for example, 15% should be entered as 00015.0000.

A/D	1	2	3	4	6	7	9	10	RATE/AMOUNT
A	14	001			372				*
	14	001							*
	14	001							*
	14	001							*

A/D	1	2	3	4	6	7	9	10	RATE/AMOUNT	CAP
A	14	002			523				30.0000	99999.9999
A	14	002			523				30.0000	99999.9999
	14	002							*	*
	14	002							*	*


A/D	1	2	3	4	6	7	9	10	RATE/AMOUNT	CAP	DEDUCTION PERCENT	REDUCED DEDUCTION AMOUNT	THRESHOLD PERCENT
	14	003							*	*	27.28	36.37	45.46
	14	003							*	*	*	*	*
	14	003							*	*	*	*	*
	14	003							*	*	*	*	*

BUC	R	S	D	EFFECTIVE DATE
61 62	63	64	65	71
00				

BUC	R	S	D	EFFECTIVE DATE
61 62	63	64	65	71
PA C				
00				

BUC	R	S	D	EFFECTIVE DATE
61 62	63	64	65	71

PREPARED BY: _____ DATE: _____

APPROVED BY:  DATE: 9/8/08

pg. 4 of 4

ERPOA "PA" DUES RATE STRUCTURE @ 2008


Exhibit "B"

Campus/Location	Rate
UCB	\$110.00
UCSF	\$75.00
UCD	\$75.00
UCLA	\$100.00
UCR	\$75.00
UCSD	\$60.00
UCSC	\$73.08
UCSB	\$79.00
UCI	\$65.00

**PAYROLL/PERSONNEL
CODE TRANSLATION TABLE
UPAY814 (R11/03) R1534**



AID/C	TBL NO	DATA BASE FILE ID	DATA ELEMENT ID	CODE VALUE	TRANSLATION	OBSOLETE							
1	2	3	6	8	9	14	15	20	21	22	23	79	80
A	38	CTL	GTNL0L	484	24	Fupog Dues - PA Unit							
A	38	CTL	GTNL0L	465	24	Fupog Agency Fees - PA							
A	38	CTL	GTNL0L	521	24	Peace Off's Mem Fdtn							
A	38	CTL	GTNL0L	522	24	Children's Hospital							
A	38	CTL	GTNL0L	523	24	Leukemia & Lymph Soc							
A	38	CTL	GTNL0L	372	24	Fupog Dues - PA Unrep							
	38												
	38												
	38												
	38												

PREPARED BY:	DATE
APPROVED BY: 	DATE 9/2/08