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SR82032 – Armed Forces Service Medal Veteran Code

SR82032

Armed Forces Service Medal Veteran Code Requirements

Objective:

To modify PPS by the addition of a new data element, the Armed Forces Service Medal Veteran Code

Project Type:

This is an enhancement to existing processes.

Requested by:

Joe Epperson

HR – Diversity and Employee Programs

Analyst:

Pat Mashhoon

Due Date:

As soon as possible, given that the final regulations were effective September 7, 2007.

Background:

The Office of Federal Contract Compliance Programs, US Dept of Labor has issued final regulations on the Jobs for Veterans Act of 2002 (JVA) which implements amendments to the affirmative action provisions of the Vietnam Era Veterans' Readjustment Assistance Act of 1974 ('VEVRAA'). These final regulations were effective September 7, 2007.

In the context of these affirmative action provisions several categories of 'qualified covered veterans' have been identified.

New federal reporting requirements for the U.S. Department of Labor mandate the collection of information on employees who "...while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces Service Medal was awarded pursuant to Executive Order No. 12985". This new category is separate from the existing Vietnam Era Veteran, Special Disabled Veteran and War/Campaign/Expedition Veteran categories on which the University already collects data and reports to the Department of Labor. An individual employee may identify him/herself as included in this new category in addition to any of the other three categories already identified.

The Special Disabled Veteran category has been renamed Disabled Veteran and redefined to mean:

1. A veteran in the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veteran Affairs; or
2. A person who was discharged or released from active duty because of a service-connected disability.

The Recently Separated Veteran category has been redefined to mean:

Any veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval or air service.

Timing

The University desires to begin capture of this information as soon as possible since the regulations were effective September 7, 2007. The Office of the President will be required to report on this information for the entire UC system on an annual basis with the first annual report due on September 30, 2008.

Current Process

Currently, the University is collecting data for the following categories of veterans:

- Vietnam Era
- War/Campaign/Expedition
- Special Disabled

Proposed Process

An additional veteran status code indicating that the employee is a recipient of the Armed Forces Service Medal will be added to the Employee Data Base. In addition, references to the name of the 'Special Disabled Veteran' will be changed and the definition of the 'Recently Separated Veteran' category will be revised wherever they are displayed in order to be consistent with the new regulations.

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1.0 Data Elements

1.1 Employee Data Base

To comply with the new reporting requirements for veterans, a new data element, the Armed Forces Service Medal Veteran Code will be established on the Employee Data Base (EDB).

A value of 'M' will indicate that the employee is a veteran who was awarded an Armed Forces Service Medal while serving on active duty; a blank or an 'N' will indicate that the employee was not awarded such a medal.

ATTACHMENT A contains a draft data dictionary page for the new data element.

Data Dictionary pages have been provided as ATTACHMENTS B and C to show the revised name for 'Veteran Disability Status' (EDB0351) and the revised definition for 'Recently Separated Veteran Date' (EDB0381).

1.2 History Data Base

The Armed Forces Service Medal Veteran code data element should be added to the History Data Base (HDB). It should be captured for history in the normal process using the Employee Change File (ECF).

ATTACHMENT D contains a draft data dictionary page for the new data element.

ATTACHMENT E shows the revised definition for 'Veteran Disability Status'.

2.0 Online Screen and Web Page Modifications

2.1 CICS Screens

2.1.1 EDB Inquiry & Entry / Update

2.1.1.1 IGEN

The new data element will be added to CICS screens as the 4th item in the group field referred to as 'Veteran Status Codes'.

The new data element should be placed to the right of the data for the Veteran Status code 'Veteran Disability Status Code', separated by a slash (/).

See ATTACHMENT F for the proposed layout.

2.1.1.2 EPD1

The new data element will be added to CICS screens as the 4th item in the group field referred to as 'Veteran Status Codes'.

The new data element should be placed to the right of the data for the Veteran Status code 'Veteran Disability Status Code', separated by a slash (/).

See ATTACHMENT G for the proposed layout.

2.1.1.3 Online Help

Online field level help should be available for the new data element via the Data Dictionary. The help text for the group level field 'Veteran Status' should be modified to include the Armed Forces Service Medal as the 4th item.

2.1.2 History Inquiry & Entry / Update

2.1.2.1 IBA2 / UBA2

The new data element will be added to CICS screens as the 4th item in the group field referred to as 'Veteran Status Codes'.

The new data element should be placed to the right of the data for the Veteran Status code 'Veteran Disability Status Code', separated by a slash (/).

See ATTACHMENT H for the proposed layout.

2.1.2.2 HPER

Proposed changes to this screen involve moving four existing fields and labels and adding the new data element, as follows:

- The field and label for "Primary Title" (EDB0460) on line 14 should be moved to the right and positioned under "Dist Elig Date" beginning in column 32
- The field and label for "Job Group ID" (EDB0461) on line 15 should be moved to the right and positioned under "Primary Title" beginning in column 32
- The field and label for "Disabled Status" should be moved down one line
- The field for "Recently Separated Veteran Date" (EDB0381) should be removed from its location next to Veteran Disability Status Code (EDB0351), as the 4th item in the group field called "Veteran Status", and relocated under the group field with its own label "RCTSEPVETDT"
- The new data element "Armed Forces Service Medal" will be added to CICS screens as the 4th item in the group field referred to as 'Veteran Status Codes'. It should be placed to the right of the data for the Veteran Status code 'Veteran Disability Status Code', separated by a slash (/).

See ATTACHMENT I for the proposed screen layout.

2.1.2.3 Online Help

Online field level help should be available for the new data element via the Data Dictionary.

All Help anchors related to the new and moved fields on HPER should be modified so that help is correctly displayed. During the analysis of these requirements, it was discovered that the online Help text box title line for the group field 'Veteran Status' incorrectly references 'EDB0381G' (RECENTLY SEPARATED VETERAN DATE-EDB) instead of 'EDB0350G' (VETERAN STATUS CODE-EDB). This service request asks that this be corrected. Note that with this proposed change, the group help text for IGEN, EPD1, IBA2, UBA2 and HPER should be identical.

2.2 Web EDB Inquiry

2.2.1 Personal Information

The new data element will be added to the Personal Information page of PPS Web Inquiry. It is proposed that the new field be positioned under the field for 'Expedition Veteran Status', with its label to read 'Armed Forces Service Medal'.

See ATTACHMENT J for the proposed layout.

3.0 EDB Maintenance

3.1 Explicit Maintenance

3.1.1 Range and Value Edits

Range and value edits should be provided to prevent any value other than 'M', 'N' or blank to be entered for this new data element. If an illegal value is entered, the system should reject the update and issue the message, "Field out of range or illegal value."

These edits should apply to both batch and online processes.

The new Armed Forces Service Medal Veteran code should be made legal to enter in position 28 of the 'ED' transaction for batch EDB Maintenance processing.

No consistency edits are required.

4.0 Forms

4.1 UPAY640A – Payroll Maintenance Worksheet – 1

Form UPAY640A, the Payroll Maintenance Worksheet-1, must also be modified to reflect the new field on the 'ED' transaction. It is proposed that

the new field be added in column 28, to the right of the field 'Rec Sep Vet Date' (cols 24-27).

4.2 U5605 – Demographic Data Transmittal

Form U5605 is used for the collection of the existing Veteran Status information. This form will be modified to accommodate the entry of the new Armed Forces Service Medal Veteran field and to reflect the new definition of Special Disabled Veteran (now called Disabled Veteran) and the new definition of Recently Separated Veteran.

This modification is being coordinated by the Diversity and Employee Programs unit at Office of the President. Campuses will be notified when it is available.

5.0 Interface Files

5.1 CPS

The new EDB data element 'Armed Forces Service Medal' should be added to the Employee Record of the CPS Interface File produced by program PPP711 (FCPEMP). It is proposed that existing filler space in position 177 should be used for this field:

Data Element	Length
Armed Forces Service Medal	1

The revised layout for the CPS interface employee record is included here as ATTACHMENT K.

5.2 SLIS

The new data element 'Armed Forces Service Medal' should be added to the Employee Record of the Senior Leadership Information System (SLIS) PPS Extract File produced from program PPP715. It is proposed that existing filler space in position 942 be used for this field:

Data Element	Length
Armed Forces Service Medal	1

The rest of the record, positions 943-1000, should remain as filler.

The revised layout for the SLIS interface employee record is included here as Attachment L.

6.0 Reporting

6.1 PPP8612

Report PPP8612, 'Layoff Administration Affirmative Action Adverse Impact Report', should be modified to include the new 'Armed Forces Service Medal' veteran status field on the report. Under the current column heading labeled 'VETERAN STATUS' are three columns labeled as follows:

VIETNAM WAR / RCT SEP
 CAMP VET DATE

It is proposed that these columns for the Vietnam veteran status and the War/Campaign/Expedition codes be shifted to the left in order to accommodate the addition of a new column to display the new data element. The column heading that currently reads 'VIETNAM' should be shortened to 'VIET'. The new column should be labeled 'MEDAL', as follows:

 VIET WAR / MEDAL RCT SEP ETH
 CAMP VET DATE ID

Note that it is proposed that the columns for the recently separated veteran date and the ethnic ID be shifted to the right as well.

Refer to ATTACHMENT M for a sample report.

System Number: *EDBxxxx*

User Access Name:

Programming Name:

Revision Date:

Edit Requirement:

Comments:

Source(s): Use(s):

Location(s):

Name: *ARMED FORCES SERVICE MEDAL VETERAN CODE*

Type: *ALPHANUMERIC*

Length: *1*

Format:

N/A

General Description:

Code indicating whether an individual who, while serving on active duty in the U.S. military, participated in a United States military operation for which an Armed Forces Service Medal was awarded

Code Interpretation:

Blank – Not an Armed Forces Service Medal Veteran

N - Not an Armed Forces Service Medal Veteran

M - Armed Forces Service Medal Veteran

System Number: EDB0351

User Access Name:

Programming Name: VET_DISAB_STAT IN PPPER

Revision Date: PUBL. 10/28/87

Comments

Location(s): BAS 1049 - Veteran Disability Status Code-BAS in HDB
APS 2800 - Veteran Disability Status Code
CPS 2800 - Veteran Disability Status Code
IPS 2800 - Veteran Disability Status Code
OPP 2800 - Veteran Disability Status Code

Name: VETERAN DISABILITY STATUS CODE-EDB

Type: ALPHANUMERIC

Length: 1

Format

N/A

General Description

Code indicating whether an individual is a Disabled Veteran.

Code Interpretation

Blank - Not a Disabled Veteran
N - Not a Disabled Veteran
S - Disabled Veteran

System Number: EDB0381

User Access Name: 0381-6

Programming Name: RECENT_VET_SEPDT IN PPPPER

Revision Date: PUBL. 12/05/02

Comments

Location(s):

Name: RECENTLY SEPARATED VETERAN DATE-EDB

Type: NUMERIC

Length: 4

Format

MM/YY - Inquiry Only ; MMY Y - Entry/Update

General Description

The date of military separation for an employee hired within **three** years of separation from military service.

Code Interpretation

N/A

ATTACHMENT D

PPS HDB Data Element Definition

System Number: *BASxxxx*

User Access Name:

Programming Name:

Revision Date:

Edit Requirement:

Comments:

Source(s): Use(s):

Location(s):

Name: *ARMED FORCES SERVICE MEDAL VETERAN CODE-BAS*

Type: *ALPHANUMERIC*

Length: *1*

Format:

N/A

General Description:

Code indicating whether an individual who, while serving on active duty in the U.S. military, participated in a United States military operation for which an Armed Forces Service Medal was awarded

Code Interpretation:

Blank – Not an Armed Forces Service Medal Veteran

N - Not an Armed Forces Service Medal Veteran

M - Armed Forces Service Medal Veteran

System Number: BAS1049

User Access Name:

Programming Name: VET_DISAB_STAT IN PPPBAS

Revision Date: 11/01/92

Comments

Location(s): APS 2800 - Veteran Disability Status Code
CPS 2800 - Veteran Disability Status Code
IPS 2800 - Veteran Disability Status Code
OPP 2800 - Veteran Disability Status Code

Name: VETERAN DISABILITY STATUS CODE-BAS

Type: ALPHANUMERIC

Length: 1

Format

N/A

General Description

Code indicating whether an individual is a Disabled Veteran.

Code Interpretation

Blank - Not a Disabled Veteran
N - Not a Disabled Veteran
S - Disabled Veteran

ATTACHMENT F

PPS EDB Inquiry 'IGEN' Screen

PPIGEN0-I1656		EDB Inquiry		10/05/07 14:25:10	
09/21/07 17:03:58		General Information 1		Userid: PAYCMP0	
ID: 333333039 Name: AARDVARK, FRANCIS					
Hm Dept: 804918 CHAN OFFICE Emplmt Status: A Pri Pay: MO					
Gen No	: 0001	Date of Hire	: 01/01/02	Lst Day on Pay:	
Date of Birth	: 01/01/60	Citizen	: C	Separation	:
Sex	: F	Visa Type	:	Sep Rsn/Dest	:
Ethnic ID	: F	Work Perm End Date	:	Antcptd Ret Dt:	
Veteran Status:	/ / /	U.S. Date of Entry	:	LOA Beg	:
RctSepVetDt	:	I-9 Date	: 01/01/02	LOA Return	:
Disab Status	:	Oath Signature Date:	01/01/02	LOA Type	:
StdT St/Units	: 1/	Employee WOS Ind	: N	Nx Sal Rev	:
UI Code	: C	Fed Tx Marit/Allw	: S 000	Nx Sal Rev Typ:	
Retirement	: U	Fed Tax Max	: 999	EREL/ERL/EUC	: /CX/CX
FICA Elig Cd	: E	Calif Tx Marit/Pers:	S 000	EREP/ESH/EDUC	: C/ /
Asgn/Drv BELI	: 1/1	Calif Tx Item	: 000	Other St Name	:
Pay Disp	: 2	Calif Max	: 999	Other St CA Res	:
APUC	:	Pr ID:		Pr Name:	EMPLOYEE039, TEST039
Next Func:	ID:	Name:		SSN:	
====>					
F:	1-Help	2-Browse	3-PrevMenu	4-Print	
F:		9-MainMenu		12-Exit	

ATTACHMENT G

PPS EDB Entry / Update 'EPD1' Screen

PPEPD10-E1450	EDB Entry/Update	10/05/07 14:32:13	
09/21/07 17:03:58	Employee Personal Data 1	Userid: PAYCMP0	
ID: 333333039 Name: AARDVARK, FRANCIS	Emp Stat: A	Pri Pay: MO	
Date of Birth: 010160			
Sex: F			
Ethnic: F			
Veteran Status Codes - Vietnam: War/Campaign: Disability: _ Serv Medal: _			
Recently Separated Veteran Date:			
Disabled Status:			
Citizenship: C			
Student Status: 1 No. of Reg. Units:			
Next Func:	ID:	Name:	SSN:
===>			
F: 1-Help	3-PrevMenu	4-Print	5-Update
F:	9-Jump		12-Exit

ATTACHMENT H History Inquiry & Entry/Update 'IBA2'/'UBA2' Screen

PPIBA20-I1574	History Inquiry	10/05/07 14:39:00
06/25/07 08:47:00	Basic Employment Data 2	Userid: PAYCMP0
ID: 333333039 Name: AARDVARK, FRANCIS		
Incorrect Flag :		
Birth Date : 01/01/1960	Recent Sep Vet Dt :	
Sex : F	Veteran Status Cds: / / /	
Ethnic Origin : F	Disabled Status :	
Citizen Status : C	Visa Type :	
Education Level:	Work Perm End Date:	
Education Year :	U.S. Date of Entry:	
Highest Degree : Date:	UC Student Status : 1	
Degree Field : Inst:	Curr. Specialty-1 :	
Foreign Address:	-2 :	
Permanent Addr : 88 OAK ST.	-3 :	
	Future Institution:	
Permanent City : OAKLAND	Trip Begin Date :	
Permanent State: CA Zip: 94607	Trip Duration/Pct : /	
Foreign Country: Province:	Foreign Postal Cd :	
Next Func: ID: Name:	SSN:	
Date: View incorrect records?		
===>		
F: 1-Help	2-Browse	3-PrevMenu 4-Print
F:	9-MainMenu	12-Exit


ATTACHMENT I

PPS History 'HPER' Screen

PPHPER0-I1635	History Reporting	10/05/07 14:42:11
Last Update: 09/21/07	Personal Data History	Userid: PAYCMP0
ID: 333333039	Name: AARDVARK, FRANCIS	
Hm Dept: 804918 CHANCELLORS OFFICE	Status: Active	ITR: 001
Most Recent Hire : 01/01/02	Prob Per End Dt:	Sep Dt :
Original Hire :	Emp Ser Credit : 054	Last Day:
Oath Signature Dt: 01/01/02	From : 12/02	Sep Rea :
I-9 Date : 01/01/02	Prior UC/ST Service:	EREP/ESH/EDUC: C/ /
Citizen: C Visa :	BELI: 1 01/01/02	EREL/EUC: /CX
Student Status : 1	Ret/FICA : U/E	
Sex: F Ethnic : F	Ret FICA Derive: Y	Educ Level :
Veteran Status : / / /	Date Of Birth : 01/01/60	Educ Level Yr :
RctSepVetDt :	Dist Elig Date:	
Disabled Status :	Primary Title: 4672 CLERK, SR/SECRETARY	
	Job Group ID : 999	
Perm Addr: 88 OAK ST.		
OAKLAND CA 94607		
Next Func: ID:	Name:	SSN:
As Of Date:	Past To Present:	View Incorrect Records:
===>		
F: 1-Help	2-Browse	3-PrevMenu 4-Print
F:	9-MainMenu	12-Exit

- Personal
- Address
- Employment
- Appointments
- Labor Relations
- Benefits
- Retirement
- Citizenship
- Taxes
- Hours Balances
- Pay Disposition
- Leave Accrual
- Licenses
- Financial Aid
- Work Study
- Browse

Personal Information

Citizenship: R - Resident Alien
Gender: M - Male
Ethnicity: C
Vietnam Veteran Status: N
Expedition Veteran Status: 
Armed Forces Service Medal:
Veteran Disabled Status: N
Disabled Status: N
Date of Birth: 09/08/1956
Previous Name:
Previous ID:

Recently Separated Veteran Date:

Permanent Address: 1919 WATERGATE WAY
TRACY CA 94926

Home Phone:
Spouse Name: MED-SRV-DIRECTOR,MAP

Foreign Address Indicator:

Campus Address:

Campus Release Codes

Permanent Address: N - No, do not release
Home Phone: N - No, do not release
Spouse Name: N - No, do not release

Employee Organization Release Codes

Permanent Address:
Home Phone: Y - Yes, OK to release

As of Release NNNN

Select Employee Name: SSN: ID:

ATTACHMENT K

CPS File Layout

Corporate Personnel System (CPS) PPP711				
Employee Record Layout				
Position	Length/ Format	Field Description	Data Element #	Comments
1 – 2	2	Location		
3 – 11	9	Employee Identification Number		
12 – 46	35	Employee Name	EDB0105	
47 – 76	30	Address Permanent Line One	EDB0204	
77 – 106	30	Address Permanent Line Two	EDB0205	
107-127	21	Address Permanent City	EDB0206	
128-129	2	Address Permanent State	EDB0207	
130-134	5	Address Permanent ZIP	EDB0208	
135-137	3 99V9	Number of Registered UC Student Units	EDB0237	
138	1	Senior Management Supplement Exception Indicator	EDB0412	
139	1	Senior Management Supplement Override Contribution Rate	EDB0413	
140	1	Home Address Disclosure Indicator	EDB0211	
141-149	9	Social Security Number	EDB0111	
150	1	Sex Code	EDB0108	
151-156	6 (yymmdd)	Date of Birth	EDB0107	
157	1	Citizenship Status Code	EDB0109	
158-159	2	Ethnic Origin Code	EDB0112	
160	1	Retirement System Code	EDB0122	
161	1	FICA Eligibility Code	EDB0120	
162	1	Unemployment Insurance Coverage Code	EDB0121	
163	1	UC Student Status Code	EDB0119	
164-172	9	Previous ID Number		
173-175	3	Prior Service Credit Months	EDB0146	
176	1	Special Training Code	EDB0385	
177	1	Armed Forces Service Medal	EDBxxxx	New field – no EDB number assigned yet
178-193	16	Organization Code		
194	1	Position Type Code		
195	1	Confidential Information Code		
196-201	6 (yymmdd)	Most Recent Hire Date	EDB0113	
202-205	4 (yymm)	Next Salary Review	EDB0136	
206	1	Next Salary Review Type	EDB0135	
207	1	Employment Status Code	EDB0144	

Corporate Personnel System (CPS) PPP711

Employee Record Layout

Position	Length/ Format	Field Description	Data Element #	Comments
208-209	2	Visa Type Code	EDB0110	
210-213	4	Merit Percent	EDB0153	
214-219	6 (yymmdd)	Separation Date	EDB0140	
220-221	2	Separation Reason Code	EDB0141	
222-227	6 (yymmdd)	Leave of Absence Begin Date	EDB0137	
228-233	6 (yymmdd)	Leave of Absence Return Date	EDB0138	
234-235	2	Leave of Absence Type Code	EDB0139	
236	1	DCP Plan Code	EDB0129	
237-240	4	Sick Leave Used		Zero Filled
241-245	5	Sick Leave Hours Balance (Current)	EDB5186	
246	1	Retirement/FICA Derivation Indicator	EDB0238	
247-249	3	Vacation Used		Zero Filled
250-252	3	Vacation Leave Hours Balance (Current)	EDB5185	
253-256	4	Vacation Lost		Zero Filled
257-259	3	Compensation Time Used		Zero Filled
260-263	4	Compensatory Time Hours Balance (Current)	EDB5110	
264-268	5	Overtime Paid		Zero Filled
269-273	5	Overtime Worked		Zero Filled
274-279	6	Overtime Hours Worked YTD	EDB5103	
280	1	Month Pay Indicator-January	EDB0171	
281	1	Month Pay Indicator- February	EDB0172	
282	1	Month Pay Indicator-March	EDB0173	
283	1	Month Pay Indicator-April	EDB0174	
284	1	Month Pay Indicator-May	EDB0175	
285	1	Month Pay Indicator-June	EDB0176	
286	1	Month Pay Indicator-July	EDB0177	
287	1	Month Pay Indicator-August	EDB0178	
288	1	Month Pay Indicator- September	EDB0179	
289	1	Monthly Pay Indicator- October	EDB0180	
290	1	Monthly Pay Indicator- November	EDB0181	
291	1	Monthly Pay Indicator- December	EDB0182	
292-297	6 (yymmdd)	Accidental Death and Dismemberment Coverage Effective Date	EDB0282	
298	1	Accidental Death and Dismemberment Coverage	EDB0281	

Corporate Personnel System (CPS) PPP711

Employee Record Layout

Position	Length/ Format	Field Description	Data Element #	Comments
		Code		
299-301	3	Accidental Death and Dismemberment Principal Sum	EDB0280	
302-307	6 (yymmdd)	Dental Plan Coverage Effective Date	EDB0274	
308-309	2	Filler		
310-315	6 (yymmdd)	Supplemental Life Insurance Coverage Effective Date	EDB0277	
316	1	Supplemental Life Insurance Plan Code	EDB0276	
317-319	3	Supplemental Life Insurance Salary Base	EDB0275	
320	1	Dependent Life Insurance Plan Code	EDB0278	
321-326	6 (yymmdd)	Medical Plan Coverage Effective Date	EDB0294	
327-328	2	Medical Plan Code	EDB0292	
329	1	Department Location Indicator		From Home Department Table
330-332	3	Medical Plan Coverage Code	EDB0293	
333-338	6 (yymmdd)	Basic Life Insurance Effective Date	EDB0451	
339-340	2	Employee Benefit Eligibility Unit Code	EDB0445	
341	1	Employee Benefit Eligibility Representation Code	EDB0446	
342	1	Employee Benefit Eligibility Derivation Indicator	EDB0447	
343	1	Filler		
344-345	2	Primary BELI Status Qualification Code	EDB0240	
346-351	6 (yymmdd)	Primary BELI Status Qualification Effective Date	EDB0241	
352-353	2	Secondary BELI Status Qualification Code	EDB0242	
354-359	6 (yymmdd)	Secondary BELI Status Qualification Effective Date	EDB0243	
360	1	UC Paid Temporary Disability Insurance Code	EDB0123	
361-363	3	Medical Contribution Base – Current year	EDB0289	
364-366	3	Medical Contribution Base – Next Year	EDB0290	
367-368	2	START Reduction Percentage	EDB0495	
369	1	War/Campaign/Expedition Veteran Status Code	EDB0345	

Corporate Personnel System (CPS) PPP711

Employee Record Layout

Position	Length/ Format	Field Description	Data Element #	Comments
370	1	Vietnam Era Veteran Status Code	EDB0350	
371	1	Veteran Disability Status Code	EDB0351	
372	1	Handicapped Status Code	EDB0352	
373	1	Insurance Reduction Code	EDB0299	
374-375	2	Employee Unit Code	EDB0255	
376	1	Employee Special Handling Code	EDB0256	
377	1	Employee Distribution Unit Code	EDB0257	
378	1	Employee Representation Code	EDB0295	
379-384	6 (yymmdd)	Executive Life Insurance Effective Date	EDB0452	
385-390	6 (yymmdd)	Original Hire Date	EDB0704	
391	1	Depcare Participation Indicator		
392-399	8	Filler		
400	1	FCP Select Flag		
401-402	2	Dental Plan Code	EDB0272	
403-405	3	Dental Coverage Code	EDB0273	
406	1	Federal Tax Marital Status Code	EDB0127	
407	1	State Tax Marital Status Code	EDB0130	
408	1	Employee Level WOS Indicator	EDB0778	
409-414	6 (yymmdd)	Vision Plan Coverage Effective Date	EDB0349	
415-416	2	Vision Plan Code	EDB0347	
417-419	3	Vision Plan Coverage Code	EDB0348	
420-423	4 (yymm)	Recently Separated Veteran Date	EDB0381	
424-426	3	Basic Life Insurance	EDB0330	
427	1	UCRS Short Loan		
428	1	UCRS Long Loan		
429-430	2	Legal Plan Code	EDB0353	
431-433	3	Legal Plan Coverage Code	EDB0354	
434-439	6 (yymmdd)	Legal Plan Coverage Effective Date	EDB0355	
440-442	3	Federal Tax Withholding Allowances	EDB0128	
443-445	3	State Tax Personal Withholding Allowances	EDB0131	
446-448	3	State Tax Itemized Deduction Withholding Allowances	EDB0132	

Corporate Personnel System (CPS) PPP711

Employee Record Layout

Position	Length/ Format	Field Description	Data Element #	Comments
449	1	Executive Life Insurance Indicator	EDB0356	
450-452	3	Executive Life Insurance Salary Base	EDB0357	
453	1	Benefits Eligibility Level Indicator	EDB0360	
454	1	Benefits Eligibility Level Indicator Derived	EDB0375	
455-458	4 (yymm)	Benefits Eligibility Level Indicator Conflict Date	EDB0376	
459	1	Medical Insurance Opt Out Code	EDB0377	
460	1	Dental Insurance Opt Out Code	EDB0378	
461	1	Vision Insurance Opt Out Code	EDB0379	
462-465	4	Average Hours Worked Per Week	EDB5132	
466-471	6 (yymmdd)	Dependent Life Coverage Effective Date	EDB0188	
472-480	9	Total Gross YTD	EDB5501	
481-489	9	Federal Withholding Tax Gross YTD	EDB5502	
490-498	9	YTD Depcare Deduction	EDB6335Y	
499-507	9	Hours Toward Career Status Eligibility – Total	EDB0426	
508-516	9	Hours Toward Benefits Eligibility – Total	EDB5142	
517-522	6	Last Day On Pay Status	EDB0189	
523-525	3	SLCG Grade Level	EDB0388	
526-531	6 (yymmdd)	SLCG Effective Date	EDB0389	
532-564	33	Filler		
565-573	9	SPP-Total Interest-HS	EDB0439	
574-582	9	SPP-Total Contribution-Interest Posted-HS	EDB0432	
583-588	6 (yymmdd)	SPP-Changed Date-HS	ED0441	
589-597	9 (1 st – 6 th Month)	SPP-X Month Contribution-No Interest-HS Where X = 1 st , 2 nd , 3 rd , 4 th , 5 th or 6 th	EDB0433 - EDB0438	
598-606	9	HSPP Current Month Contribution		
607	1	Supplemental Disability Indicator		
608-610	3	Supplemental Disability Waiting Period	EDB0231	

Corporate Personnel System (CPS) PPP711

Employee Record Layout

Position	Length/ Format	Field Description	Data Element #	Comments
611-615	5	Supplemental Disability Salary Base	EDB0232	
616-621	6 (yymmdd)	Supplemental Disability Coverage Effective Date	EDB0233	
622-625	4	Primary Title Code	EDB0460	
626-631	6	START Begin Date	EDB0496	
632-637	6	START End Date	EDB0497	
638-643	6 (yymmdd)	Short Term Disability Coverage Effective Date	EDB0453	
644-652	9	Federal Withholding Tax Gross – FYTD	EDB5545	
653-658	6	Home Department Code	EDB0114	
659-688	30	Home Department Name	EDB0114	From the Home Department Table
689-690	2	Country of Residency Code	EDB0143	
691-720	30	Country of Residency	EDB0143	From the Foreign Country Table
721	1	Health Care Reimbursement Account Indicator		
722-726	5	HCRA Annual Amount	EDB6338U	
727-732	6 (yymmdd)	HCRA Termination Date	EDB0314	
733-741	9 9(07)V99	HCRA Year-To-Date deductions	EDB6338Y	
742-746	5	DepCare Annual Amount	EDB6335U	
747-752	6 (yymmdd)	DepCare Termination Date	EDB0315	
753	1	Foreign Address Indicator	EDB0291	
754-768	15	Foreign Address – Province	EDB1120	
769-778	10	Foreign Address – Postal Code	EDB1119	
779-808	30	Foreign Address – Country	EDB1118	
809-900	92	Filler		

ATTACHMENT L

SLIS File Layout

Senior Leadership Information System (SLIS) (PPP715)				
Employee Record Layout – PPS Extract				
Position	Length/ Format	Field Description	Data Element #	Comments
1-2	2	Location		2-digit campus location
3-11	9	Employee Identification Number		
12-20	9	Previous Employee Identification Number	EDB0147	
21-30	10	UC Net ID	EDB0249	
31-56	26	Employee Name	EDB0105	
57-60	4	Employee Name Suffix	EDB0106	
61-90	30	Employee First Name	EDB0250	
91-120	30	Employee Middle Name	EDB0251	
121-150	30	Employee Last Name	EDB0252	
151-176	26	Employee Name-Prior	EDB0313	
177-186	10 yyyy-mm-dd	Date of Birth	EDB0107	
187-188	2	Age on Jan 1	EDB0254	
189-197	9	Social Security Number	EDB0111	
198	1	Sex Code	EDB0108	
199	1	Ethnic Origin Code	EDB0112	
200	1	Citizenship Status Code	EDB0109	
201-202	2	Visa Type Code	EDB0110	
203-204	2	Country of Residency Code	EDB0143	
205-234	30	Country of Residency		Translation of Country of Residence Code from the Foreign Country Table
235	1	UC Student Status Code	EDB0119	
236-239	4 99.9	Number of Registered UC Student Units	EDB0237	
240	1	War/Campaign/Expedition Veteran Status Code	EDB0345	
241	1	Vietnam Era Veteran Status Code	EDB0350	
242	1	Veteran Disability Status Code	EDB0351	
243-252	10 yyyy-mm-dd	Recently Separated Veteran Date	EDB0381	
253	1	Handicapped Status Code	EDB0352	
254-283	30	Address Permanent Line One	EDB0204	
284-313	30	Address Permanent Line Two	EDB0205	
314-334	21	Address Permanent City	EDB0206	
335-336	2	Address Permanent State	EDB0207	
337-341	5	Address Permanent ZIP	EDB0208	

Senior Leadership Information System (SLIS) (PPP715)

Employee Record Layout – PPS Extract

Position	Length/ Format	Field Description	Data Element #	Comments
342-353	12 999-999-9999	Home Phone Number	EDB0210	
354	1	Foreign Address Code	EDB0291	
355-356	2	Address Permanent – Foreign Country Code	EDB1118	
357-366	10	Address Permanent – Foreign Postal Code	EDB1119	
367-381	15	Address Permanent – Foreign Province	EDB1120	
382	1	Home Address Release Code	EDB0244	
383	1	Home Phone Release Code	EDB0245	
384-408	25	Spouse Name	EDB0312	
409	1	Spouse Name Release Code	EDB0246	
410-419	10 yyyy-mm-dd	Most Recent Hire Date	EDB0113	
420-429	10 yyyy-mm-dd	Original Hire Date	EDB0704	
430	1	Employment Status Code	EDB0144	
431-436	6	Home Department Code	EDB0114	
437-466	30	Home Department Name	HME1000	Match EDB0114 to the Home Dept Code in the Home Department Table to get this data
467	1	Department Location Indicator		From Home Dept Code table *
468-497	30	Campus Work Address – Line One	EDB0331	
498-527	30	Campus Work Address – Line Two	EDB0332	
528-548	21	Campus Work Address – City	EDB0333	
549-550	2	Campus Work Address – State	EDB0334	
551-555	5	Campus Work Address – Zip	EDB0335	
556-557	2	Background Check Code	EDB0740	Code associated with most recent background check date
558-567	10 yyyy-mm-dd	Background Check Date	EDB0741	Most recent date
568	1	Retirement System Code	EDB0122	
569-578	10 yyyy-mm-dd	UCRS Eligibility Date	EDB0163	
579	1	UCRP Covered Compensation Limit Code	EDB0236	
580	1	Retirement/FICA Derivation Indicator	EDB0238	
581	1	FICA Eligibility Code	EDB0120	
582	1	Unemployment Insurance	EDB0121	

Senior Leadership Information System (SLIS) (PPP715)

Employee Record Layout – PPS Extract

Position	Length/ Format	Field Description	Data Element #	Comments
		Coverage Code		
583-585	3	SLCG Grade Code	EBD0388	
586-595	10 yyyy-mm-dd	SLCG Grade Effective Date	EDB0389	
596	1	Senior Management Supplement Eligibility Indicator	EDB1122	
597	1	Senior Management Supplement Exception Indicator	EDB0412	
598	1	Senior Management Supplement Override Contribution Rate	EDB0413	
599	1	SPP (Severance Pay Program) Indicator-Hlth Sci	EDB0431	
600-610	11 -9(7).99	SPP Total Contribution w/Interest-Hlth Sci	EDB0432	
611-613	3	Prior Service Credit Months	EDB0146	
614-615	2	Employee Unit Code	EDB0255	
616-619	4	Primary Title Code	EDB0460	
620-629	10 yyyy-mm-dd	Next Salary Review Date	EDB0136	
630	1	Next Salary Review Type	EDB0135	
631-636	6 -99.99	Merit Percent	EDB0153	
637-646	10 yyyy-mm-dd	Leave of Absence Begin Date	EDB0137	
647-656	10 yyyy-mm-dd	Leave of Absence Return Date	EDB0138	
657-658	2	Leave of Absence Type Code	EDB0139	
659	1	Leave Status Code	EDB0154	
660-669	10 yyyy-mm-dd	Separation Date	EDB0140	
670-671	2	Separation Reason Code	EDB0141	
672	1	Separated Employee Destination Code	EDB0142	
673-682	10 yyyy-mm-dd	Last Day On Pay Status	EDB0189	
683-684	2	Deduction Pay Schedule Code	EDB0152	
685	1	Benefits Eligibility Level Indicator - Assigned	EDB0360	
686	1	Benefits Eligibility Level Indicator - Derived	EDB0375	
687-696	10 yyyy-mm-dd	Benefits Eligibility Level Indicator Effective Date	EDB0341	
697	1	Insurance Reduction Code	EDB0299	
698-700	3	Medical Contribution Base –	EDB0289	

Senior Leadership Information System (SLIS) (PPP715)

Employee Record Layout – PPS Extract

Position	Length/ Format	Field Description	Data Element #	Comments
	999	Current year		
701-703	3 999	Medical Contribution Base – Next Year	EDB0290	
704-705	2	Medical Plan Code	EDB0292	
706-708	3	Medical Plan Coverage Code	EDB0293	
709-718	10 yyyy-mm-dd	Medical Plan Coverage Effective Date	EDB0294	
719-728	10 yyyy-mm-dd	Medical Coverage End Date	EDB0300	
729-730	2	Dental Plan Code	EDB0272	
731-733	3	Dental Coverage Code	EDB0273	
734-743	10 yyyy-mm-dd	Dental Plan Coverage Effective Date	EDB0274	
744-753	10 yyyy-mm-dd	Dental Plan Coverage End Date	EDB0271	
754-755	2	Vision Plan Code	EDB0347	
756-758	3	Vision Plan Coverage Code	EDB0348	
759-768	10 yyyy-mm-dd	Vision Plan Coverage Effective Date	EDB0456	
769-778	10 yyyy-mm-dd	Vision Plan Coverage End Date	EDB0346	
779-780	2	Legal Plan Code	EDB0353	
781-783	3	Legal Plan Coverage Code	EDB0354	
784-793	10 yyyy-mm-dd	Legal Plan Coverage Effective Date	EDB0355	
794-803	10 yyyy-mm-dd	Legal Plan Coverage End Date	EDB0380	
804-806	3 999	Basic (UC-Paid) Life Insurance Amount	EDB0330	
807-816	10 yyyy-mm-dd	UC-Paid Life Insurance Effective Date	EDB0451	
817-826	10 yyyy-mm-dd	Supplemental Life Insurance Coverage Effective Date	EDB0277	
827	1	Supplemental Life Insurance Plan Code	EDB0276	
828-830	3 999	Supplemental Life Insurance Salary Base	EDB0275	
831	1	Executive Life Insurance Indicator	EDB0356	
832-834	3	Executive Life Insurance Salary Base	EDB0357	
835-844	10 yyyy-mm-dd	Executive Life Insurance Effective Date	EDB0452	
845	1	Dependent Life Insurance Plan Code	EDB0278	
846-855	10 yyyy-mm-dd	Dependent Life Coverage Effective Date	EDB0188	
856-865	10	UC-Paid Temporary	EDB0453	

Senior Leadership Information System (SLIS) (PPP715)

Employee Record Layout – PPS Extract

Position	Length/ Format	Field Description	Data Element #	Comments
	yyyy-mm-dd	Disability Coverage Effective Date		
866-868	3	Employee-Paid Disability Waiting Period	EDB0231	
869-873	5 99999	Employee-Paid Disability Salary Base	EDB0232	
874-883	10 yyyy-mm-dd	Employee-Paid Disability Coverage Effective Date	EDB0233	
884-893	10 yyyy-mm-dd	Accidental Death and Dismemberment Coverage Effective Date	EDB0282	
894	1	Accidental Death and Dismemberment Coverage Code	EDB0281	
895-897	3	Accidental Death and Dismemberment Principal Sum	EDB0280	
898	1	State Declaration of Domestic Partnership	EDB0288	
899-901	3	Medical Coverage Without Domestic Partner (WOD)	EDB0286	
902-904	3	Dental Coverage Without Domestic Partner (WOD)	EDB0285	
905-907	3	Vision Coverage Without Domestic Partner (WOD)	EDB0287	
908	1	Employee Level WOS Indicator	EDB0778	
909	1	Federal Tax Marital Status Code	EDB0127	
910	1	State Tax Marital Status Code	EDB0130	
911-913	3	Federal Tax Withholding Allowances	EDB0128	
914-916	3	State Tax Personal Withholding Allowances	EDB0131	
917-919	3	State Tax Itemized Deduction Withholding Allowances	EDB0132	
920-930	11 -9(7).99	Prior Year Total Gross	EDB0767	
931-941	11 -9(7).99	Prior Year Federal Withholding Gross	EDB0481	
942	1	Armed Forces Service Medal	EDBxxxx	New field – no EDB number assigned yet
943-1000	58	Filler		For future use

ATTACHMENT M

Sample PPP8612 Report Layout

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PPP8612/PPP861
RETN: SEE RPTS DISP SCHEDULE/DIST.

UNIVERSITY OF CALIFORNIA-SYSTEMWIDE
DATA BASE MAINTENANCE
LAYOFF ADMINISTRATION
AFFIRMATIVE ACTION ADVERSE IMPACT REPORT
TITLE CODE: 4610 CASHIERS OFFICE MANAGER

LAYOFF UNIT CODE: B200 TESTING PPP861

NAME EMP ID HIRE DATE SENIORITY DEPT TYPE TUC TIME SEX AGE STAT VIET WAR/ MEDAL RCT SEP ID
DENTIST, MARIA 000050011 07/01/81 804918 2 99 1.00 F 70 N V E M 11/02 W
    
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