

September 4, 2007
Revised January 7, 2008
Revised March 13, 2008
SR82110 - Modifications to PPI7303 and PPI7305

SR82110 Requirements
Modifications to PPI7303 and PPI7305 – STIP and OPEB Files

Objective:

- 1) To omit unused Plan Codes from the PPI7303, UCRS Control Record Report, and unused University-wide Income Accounts from the PPI7305, UCRS Control for Treasurers STIP report.
- 2) To change the effective date presented in the STIP and OPEB files from the Pay Period End Date to the Check Date.

Project Type:

This project involves changes to the STIP and OPEB files, including the simplification of the reporting detail.

Requested by:

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Analyst:

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Due Date(s): By the end of the first quarter 2008

Current Process:

Prior to 2005, the University handled all of the employee and employer contributions for the defined contribution programs, tax deferred programs and non-tax deferred programs in addition to UCRS retirement, loans and buybacks. Interface files, PPI7303 and PPI7305, informed campuses and OP HR/B Financial Services of the amounts collected at campuses and transmitted to OP. In July 2005, the University transferred the handling of the tax deferred programs, non-tax deferred program, and the defined contribution programs to the master record keeper, FITSCo (Fidelity).

Although the University stopped maintaining many of the employee and employer contribution programs, the University did not remove the obsolete Plan Codes and University-wide Income Accounts from the PPI730 files and reports. Consequently, the PPI730 files and reports include extraneous detail lines that HR/B-Financial Services must filter before using the data.

In 2006, the University introduced Other Post Employment Benefits (OPEB). During each payroll computation cycle, the system calculates the OPEB assessment amount for that specific payroll and includes the amount in the OPEB Assessment file. The OPEB Assessment file is then added to the UCRS Control for Treasurers STIP file. The actual OPEB assessment amount is calculated in the expense process and recorded on the distribution of payroll expense file and compared to the OPEB assessment amount for all payrolls recorded in that month's expense. In this process, a key identifier is the effective date. Currently, the OPEB and STIP files use the pay period end date as the effective date.

Proposed Process:

The inactive UCRS Plan Codes with associated University-wide Income Accounts listed in Attachment A should be removed from the PPI7303 and PPI7305 files and reports. The detailed reports and files should only display the UCRS Plan Codes listed in Attachment B.

The effective date included in the OPEB and UCRS STIP files (columns 21-26) should be the Check Date and not the pay period end date. Consequently, the date in columns 21-26 should be the same as the date in columns 35-42.

Attachment A

Modifications to PPI7303 – UCRS Control Record Report and PPI7305 – UCRS Control for Treasurers STIP File

Here are the UCRS Plan Codes and their associated University-wide Income Accounts that should be deleted from PPI7303 and PPI7305. Not all Plan Codes have corresponding University-wide Income Accounts.

UCRS Plan Code	Income Account University-wide	Account Title	Description	GTN #	Accounts Payable Campus
04	J-131310-099991	Current Contributions NTD Savings Fund	Payroll Deduction to DCP After-Tax Account Inactive	023	115904
08	J-138301-099998	TIPS-Non Taxed Deferred	GTN Inactive	344	
09	J-132181-099993	PLN 09 Equity Clearing Acct	GTN Inactive		
09	J-133181-099994	PLN 09 Bond Clearing Acct	GTN Inactive		
09	J-136081-099992	Plan 09 Contributions	GTN Inactive		
09	J-136301-099992	BGF-Non Tax Deferred	GTN Inactive	343	
09	J-138181-099998	PLN 09 TIPS Clearing Acct	GTN Inactive		
10	J-131321-099991	Current Contributions TD Savings Fund	Payroll Reduction Flat to 403(b) Tax-Deferred Plan GTN Inactive	001, 232	115910
12	J-132301-099993	Current Contributions NTD Equity Fund	Payroll Deduction to DCP After-Tax Account GTN Inactive	031	115912
14	J-132302-099993	Current Contributions TD Equity Fund	Payroll Reduction Flat to 403(b) Tax-Deferred Plan GTN Inactive	003, 234	115914
15	J-133300-099994	Current Contributions NTD Bond Fund	Payroll Deduction to DCP After-Tax Account GTN Inactive	030	115915
16	J-133301-099994	Current Contributions TD Bond Fund	Payroll Reduction Flat to 403(b) Plan Tax-Deferred Plan GTN Inactive	002, 233	115916
31	J-134300-099995	Current Contributions NTD ICC Fund	Payroll Deduction to DCP After-Tax Account GTN Inactive	202	115931
33	J-134320-099995	Current Contributions TD ICC Fund	Payroll Reduction Flat to 403(b) Tax-Deferred Plan GTN Inactive	235, 292	115933
34	J-135300-099996	Current Contributions NTD Money Market Fund	Payroll Deduction to DCP After-Tax Account GTN Inactive	203	115934
36	J-135320-099996	Current Contributions TD Money Market Fund	Payroll Reduction Flat to 403(b) Tax-Deferred Plan GTN Inactive	236, 293	115936

37	J-132183-099993	PLN 37 Equity Clearing Acct	GTN Inactive		
37	J-133183-099994	Plan 37 Bond :Clearing Acct	GTN Inactive		
37	J-136083-099992	PLN 37 Contribution	GTN Inactive		
37	J-136302-099992	Current Contribution TD BGF	GTN Inactive	339, 357	
37	J-138183-099998	PLN 37 TIPS Clearing Acct	GTN Inactive		
38	J-138302-099998	Current Contribution TD TIPS	GTN Inactive	356,342	
39	J-130019-099990	Current Contributions TD Calvert	Payroll Reduction Flat to 403(b) (7) Tax-Deferred Calvert Outside Mutual Clearing Account GTN Inactive	294, 237	115939
42	J-130019-099990	Current Contributions TD Fidelity	Payroll Reduction Flat to 403(b) (7) Tax-Deferred Fidelity Outside Mutual Clearing Account GTN Inactive	246, 247	115940
43		Fidelity – Non-Tax Deferred	GTN Inactive	279	
44		DCP Fidelity	GTN Inactive	217, 380, 387	
45		DCP SH Fidelity	GTN Inactive	278	
46 Memo Plan		SSDCP Fidelity	GTN Inactive	387	
47 Memo Plan		SSDCP Fidelity-Employer Contribution	GTN Inactive	380	
48 Memo Plan		SSDCP TIPS	GTN Inactive	350	
49 Memo Plan		SSDCP Balanced Growth	GTN Inactive	349	
50		DepCare (2002 and prior)		225	115420
52 Memo Plan		SSDCP Savings	GTN Inactive	388	
53	J-131171-099991	PLN 53 Savings Clearing Acct	GTN Inactive		
53	J-132171-099993	PLN 53 Equity Clearing Acct	GTN Inactive		
53	J-133171-099994	PLN 53 Bond Clearing Acct	GTN Inactive		
53	J-135171-099996	PLN 53 Money Market Clearing Acct	GTN Inactive		
53 Memo Plan	J-137071-099997	Multi-Asset-Non-Tax Deferred	GTN Inactive Plan 53 Contribution	252	
53	J-137301-099997	Current Contributions NTD Multi-Asset Fund	Payroll Deduction to DCP After-Tax Account GTN Inactive	252	115941

54	J-131173-099991	PLN 54 Savings Clearing Acct	GTN Inactive		
54	J-132173-099993	PLN 54 Equity Clearing Acct	GTN Inactive		
54	J-133173-099994	PLN 54 Bond Clearing Acct	GTN Inactive		
54	J-135173-099996	PLN 54 Money Market Clearing Acct	GTN Inactive		
54	J-137073-099997	PLN 54 Contributions	GTN Inactive	228, 229	
54	J-137303-099997	Current Contributions TD Multi-Asset Fund	Payroll Reduction Flat to 403(b) Tax-Deferred Plan GTN Inactive		115942
55 Memo Plan		SSDCP Equity	GTN Inactive	389	
56 Memo Plan		SSDCP Bond	GTN Inactive	390	
57 Memo Plan		SSDCP ICC	GTN Inactive	391	
58 Memo Plan		SSDCP Money Market	GTN Inactive	392	
59 Memo Plan		SSDCP Multi-Asset	GTN Inactive	393	
61 Memo Plan		SSDCP Savings-Employer Contribution	GTN Inactive	381	
62 Memo Plan		SSDCP Savings-Employer Contribution	GTN Inactive	382	
63 Memo Plan		SSDCP Bonds-Employer Contribution	GTN Inactive	383	
64 Memo Plan		SSDCP ICC – ER for 74	GTN Inactive		
65 Memo Plan		SSDCP MM – ER for 75	GTN Inactive		
66 Memo Plan		SSDCP MAF – ER for 76	GTN Inactive		
67 Memo Plan		SSDCP BG – ER for 77	GTN Inactive		
68 Memo Plan		SSDCP TIPS – ER for 78			

71	J-131305-099991	Current Contributions Pretax Savings Fund	Payroll Reduction to DCP - Pretax Account GTN Inactive	211 381, 388	115920
72	J-132305-099993	Current Contributions Pretax Equity Fund	Payroll Reduction to DCP - Pretax Account GTN Inactive	212, 382, 389	115921
73	J-133305-099994	Current Contributions Pretax Bond Fund	Payroll Reduction to DCP - Pretax Account GTN Inactive	213, 383, 390	115922
74	J-134305-099995	Current Contributions Pretax ICC Fund	Payroll Reduction to DCP - Pretax Account GTN Inactive	214, 384, 391	115923
75	J-135305-099996	Current Contributions Pretax Money Market Fund	Payroll Reduction to DCP - Pretax Account GTN Inactive	215, 385, 392	115924
76	J-131175-099991	PLN 76 Savings Clearing Acct	GTN Inactive		
76	J-132175-099993	PLN 76 Equity Clearing Acct	GTN Inactive		
76	J-133175-099994	PLN 76 Bond Clearing Acct	GTN Inactive		
76	J-135175-099996	PLN 76 Money Market Clearing Acct	GTN Inactive		
76	J-137075-099997	Plan 76 Contributions	GTN Inactive		
76	J-137305-099997	Current Contributions Pretax Multi-Asset Fund	Payroll Reduction to DCP - Pretax Account GTN Inactive	216, 386, 393	115925
77	J-132185-099993	PLN 77 Equity Clearing Acct	GTN Inactive		
77	J-133185-099994	PLN 77 Bond Clearing Acct	GTN Inactive		
77	J-136085-099992	Plan 77 Contributions	GTN Inactive		
77	J-136305-099992	DCP Balances Growth	GTN Inactive	345, 349, 395	
77	J-138185-099998	PLN 77 TIPS Clearing Acct	GTN Inactive		
78	J-138305-099998	DCP TIPS	GTN Inactive	346, 350, 394	
80	J-138343-099998	Current Contribution Pretax TIPS	GTN Inactive	348	
81	J-131343-099991	Current Contributions Pretax Savings Fund	Payroll Reduction to DCP - Safe Harbor GTN Inactive	036	115951
82	J-132343-099993	Current Contributions Pretax Equity Fund	Payroll Reduction to DCP - Safe Harbor GTN Inactive	037	115952
83	J-133343-099994	Current Contributions Pretax Bond Fund	Payroll Reduction to DCP - Safe Harbor GTN Inactive	038	115953
84	J-134343-099995	Current Contributions Pretax ICC Fund	Payroll Reduction to DCP - Safe Harbor GTN Inactive	039	115954
85	J-135343-099996	Current Contributions Pretax Money Market Fund	Payroll Reduction to DCP - Safe Harbor GTN Inactive	155	115955
86	J-131177-099991	PLN 86 Savings Clearing Acct	GTN Inactive		
86	J-132177-099993	PLN 86 Equity Clearing Acct	GTN Inactive		
86	J-133177-099994	PLN 86 Bond Clearing Acct	GTN Inactive		
86	J-135177-099996	PLN 86 Money Market Clearing Acct	GTN Inactive		

86	J-137077-099997	Plan 86 Contributions	GTN Inactive		
86	J-137307-099997	Current Contributions Pretax Multi-Asset Fund	Payroll Reduction to DCP – Safe Harbor GTN Inactive	156	115956
87	J-132187-099993	Plan 87 Equity Clearing Acct	GTN Inactive		
87	J-133187-099994	Plan 87 Bond Clearing Acct	GTN Inactive		
87	J-136087-099992	Plan 87 Contributions	GTN Inactive		
87	J-136343-099992	Current Contribution Pretax BGF	GTN Inactive	347	
87	J-138187-099998	Plan 87 TIPS	GTN Inactive		

Attachment B

Modifications to PPI7303 – UCRS Control Record Report and PPI7305 – UCRS Control for Treasurers STIP File

Here are the UCRS Plan Codes and associated University-wide Income Accounts that should be retained on PPI7303 and PPI7305.

UCRS Plan Code	Income Account University-wide	Account Title	Description	GTN #	Accounts Payable Campus
03	J-130315-099990	Members Current After Tax Contributions	Payroll Deduction to UCRP, Non-tax deferred	028, 029, 032, 361, 362, 363, 364, 365, 006	115903
05	J-130320-099990	Members Current Pretax Contributions	Payroll Deduction to UCRP Tax Deferred	005, 006, 351, 352, 353, 354, 355	115905
18		SMS Contribution DCP Supplemental		745	
19 Memo Plan		Tax Deferred Buyback #1-#5		351, 352, 353, 354, 355	
20 Memo Plan		Non- Tax Deferred Buyback #1-#5		361, 362, 363, 364, 365	
21	J-136300-99990	UCRP Employer Contribution			
28		SMS Contribution DCP & Supplement		742, 745	
29		SMS Contribution 403(b) & Supplement		743, 746	
30		SMS Contribution 457(b)		744, 747	
40		UCRS-Short Term Loan		243	
41		UCRS-Long Term Loan		253	
51		Health Care Reimbursement Account (HRCA)		338	
60		DepCare (2003 and later)		335	
93		Fidelity TD 403(b)		730, 731	
94		Fidelity DCP After-Tax		732	
95		Fidelity DCP Pre-tax		733	
96		Fidelity DCP Safe Harbor		734	
97		Fidelity DCP SS EE		735	
98		Fidelity DCP SS ER		736	
99		Fidelity 457(b)		396, 397	

Attachment C

OPEB File Format

OPEB File is a stand-alone file that is appended to the Treasurer’s STIP file, program PPI735 and stores one record for each for a compute run of program PPI735.

Position	Length / Format	Field Description	Comments
1-2	2	GL Type	The Type is “56.”
3	1	GL Location	
4-9	6	GL Account	
10-15	5	GL Fund	
16	1	GL Sub Account	
17-20	4	Blank	
21-26	6	GL Effective Date	Pay Period End Date, display as MMDDYY Change this to Check Date, display as MMDDYY
27-33	7	GL Payroll Description	The Description is “Payroll.”
34	1	Blank	
35-42	8	GL Check Date	Display as MM/DD/YY
43-44	2	Blank	
45-50	6	GL Reference Number	
51-55	5	GL Voucher	
56-61	6	Blank	
62	1	STIP	B
63-72	10	Blank	
73-82	10	GL Amount	Debit or Credit
83-87	5	blank	

Attachment D

The UCRS Control for Treasurer’s STIP file, program PPI730

Position	Length / Format	Field Description	Comments
1-2	2	Type	The Type is “56.”
3	1	Location	
4-9	6	Account	
10-15	5	Fund	
16	1	Sub	
17-20	4	Filler	
21-26	6	Effective Date	Pay Period End Date, display as MMDDYY Change to Check Date, display as MMDDYY
27-33	7	Description	The Description is “Payroll.”
34	1	Filler	
35-42	8	Check Date	Display as MM/DD/YY
43-44	2	Filler	
45-50	6	Reference Number	
51-55	5	Voucher Number	
56-61	6	Filler	
62	1	STIP	B
63-72	10	Filler	
73-82	10	Debit or Credit	
83-87	5	Filler	