

**Release 1864**

**Service Request 82593**

**State Tax Table - Four-digit Percent of Excess**

**Test Plan**

June 11, 2009  
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## Testing Overview

This test plan addresses the test runs and cases constructed to verify the correct installation of Release 1864.

The test is made up of the following components:

1. Control Table Data Base (CTL) Initial Load (LOADCTL)
2. Employee Data Base (EDB) Initial Load (LOADEDDB)
3. Transaction Holding File (THF) Initial Load (LOADTHF)
4. Payroll Audit Record Data Base (PAR) Initial Load (LOADPAR)
5. Test the Rush Check process in CICS for the Tax Rate changes  
Rush Check option OPT1  
Rush Check option OPT2
6. Test Over Payment process in CICS for the Tax Rate changes
7. Test the Batch Compute (RUNB1) for the Bi-Weekly Tax Rate changes
8. Test the Batch Compute (RUNMO) for the Monthly Tax Rate changes
9. Attachments -- State tax calculation steps for the test cases

### **Control Table Data Base (CTL) Initial Load (LOADCTL)**

#### **Description**

This job loads the DB2 CTL database.

#### **Verification**

Ensure that the DB2 CTL has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the database.

### **Employee Data Base (EDB) Initial Load (LOADEDDB)**

#### **Description**

This job loads the EDB database.

#### **Verification**

Ensure that the EDB has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the database.

### **Transaction Holding File (THF) Initial Load (LOADTHF)**

#### **Description**

This job loads the THF database.

#### **Verification**

Ensure that the THF has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the database.

### **Payroll Audit Record Data Base (PAR) Initial Load (LOADPAR)**

#### **Description**

This job loads the PAR database.

#### **Verification**

Ensure that the PAR has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the database.

**Test Rush Check process in CICS for the Tax Rate changes**

**Description**

Test the rush check process to verify that the new state tax rates are used in the state tax calculations.

After successful installation of the CICS programs, test the rush check process for the state tax rates.

**Rush Check option OPT1**

Enter function **SPCL** in the option “*Next Func:*” option from the PPS *Online Applications Main Menu* screen and press **Enter** for the *Special Processes Transaction Menu*.

Enter function **OPT1** in the option “*Next Func:*” and ID 000050017, and press Enter to go to the RC10 *Special Processes Rush Check Opt1 Employee Data* screen.

Note the following EDB values in this screen for the test employee 000050017:

<i>Federal</i>	<i>Federal</i>	<i>State</i>	<i>State</i>	<i>State</i>
<i>Marital</i>	<i>Exempt</i>	<i>Marital</i>	<i>Exempt</i>	<i>Itemized</i>
<b><u>M</u></b>	<b><u>006</u></b>	<b><u>M</u></b>	<b><u>006</u></b>	<b><u>001</u></b>

In addition, the Primary Pay Schedule for this employee in the EDB is Bi-Weekly. (Table PPPPCM - value of PRI\_PAY\_SCHEDULE = ‘BW’).

Press F11 for RC11 *Special Processes Rush Check Opt1 Earns & Deds* screen and enter an AP transaction data for the employee 000050017 as shown below:

```

PPRC110-E1823                Special Processes                06/01/09 12:15:31
                               Rush Check Opt1 Earns & Deds    Userid: PAYBCC
ID: 000050017 Name: VAN LINES, MAY FLOWER                Page 1 of 1
  
```

Trn	PayEnd	Cy	Dst	Ttl	L/A/C/F/P/S	Rte/Amt	S	DOS	Time	H%	RAI	WS
AP	033009	M	00	7510	3404100COST19900PROJEC2	0576592	-	REG	10000	%	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-

Press F5 to update the successfully edited AP transaction.

The RC10 screen is displayed with the system message “P0501 Transaction successfully processed - reports sent to printer”. The printed PPRCAUDT1 report should be as below:

```

PPRCAUDT1/PPRCAUDT/103101                UNIVERSITY OF CALIFORNIA-SYSTEMWIDE                PAGE NO. 000001
RETN: SEE RPTS DISP SCHEDULE/DIST.        PAYROLL PROCESSING                                RUN DATE 06/01/09
                                           RUSH CHECKS PAYROLL AUDIT REPORT                CHECK DATE 06/01/09

000050017 VAN LINES, MAY FLOWER          DEPT: CHANCELLORS OFFICE                LAST PAY: 12/27/08
*****                                INV STATUS: 04/01/08 ON EDB:            EUC: CX ESH: EBEUC: CX EBERC: U EMP REL: C

RUSH CHECK NET PAY 4,216.48 TOTAL GROSS 5,765.92 FWT GROSS 5,333.48 OASDI GROSS 0.00 MEDCR GROSS 5,765.92
000190 2Y DCP PLAN: Y RETR GROSS 5,765.92 STATE GROSS 5,333.48 SUM GROSSES 27,964.72
FAU: 112600 TAX CD: FED-M006 ST-M006/001 STUDENT STAT: 1 RETR-H SP RETR- FICA-M INS RED- PRI PAY SCHED: BW

Y 0Y 0Y 734 DCP CASUAL 432.44 009 MEDICARE 83.60 014 FEDERAL TAX 754.95
0Y 012 CA STATE TAX 278.45
                                           DEDUCTION SUM 1,549.44

ERC TYP TUC DUC SHC COV TTLE SB RET DOS GROSS RATE TIME H TIME % PERIOD
AP 3-404100-COST-19900-PROJEC-2 99 U 7510 0 REG 5,765.92 5,765.92 % 176.00 1.0000 03/30/09-M- - -
  
```

Verify in the above screen that CA STATE TAX amount is 278.45. The steps performed in the state tax calculation to arrive at the value of 278.45 are briefly explained in the attachment A.



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Press F5 to update the successfully edited transaction.

The RC20 screen is displayed with the system message "P0419 Prospective Advice Model transaction successfully processed". Scroll down to the third page on this screen by pressing F8 and the screen should be as below:

```
PPRCO20-E1588                Special Processes                06/01/09 15:31:48
                               Rush Check Prospective Advice          Userid:  PAYBCC
ID: 000050065 Name: TICKLEY,FRAN
Federal Withholding: SINGLE    001 Allowances Retire Status: U Page  3 of  4
State Withholding:   SINGLE    001 Allowances FICA/Medicare Status:  E
State Itemized:      000 Allowances Print Advice (Y/N):  ■
-----Projected Earnings Detail-----
Pay Type      Pay Rate Time      Gross
Gross Earns:      5,000.00
Taxable Earns:    4,043.49
Deductions:       2,116.23
Projected Net:    2,883.77
-----Projected Deductions-----
Ded Type      Coverage      Amount
CA STATE TAX                158.88
SUPPL LIFE  0264,000      25.61
ARAG LEGAL  Self          10.02
SUPPL DIS   090 DY WAIT  27.01
-----Projected Contributions-----
```

Verify in the above screen that CA STATE TAX amount is 158.88. The steps performed in the state tax calculation to arrive at the value of 158.88 are briefly explained in the attachment **B**.

## **Test Over Payment process in CICS for the Tax Rate changes**

### **Description**

Test the over payment process to verify that the new state tax rates are used in the state tax calculations.

After successful installation of the CICS programs, test the over payment process for the state tax rates.

Enter function **SPCL** in the option “*Next Func.*” option from the PPS *Online Applications Main Menu* screen and press **Enter** for the *Special Processes Transaction Menu*.

Enter function **OVPY** in the option “*Next Func.*” with ID 000050090 and PAR Control Number 271, and press Enter to go to the *OVPY Special Processes ORCA Overpayment Transaction* screen.

Enter the following data in the ORCA Overpayment screen as shown below:

1. Check Date 040109
2. Pay Schedule MO
3. Original Net 0417243
4. Move the cursor to the first transaction line and enter Dst ID 001
5. Original Payrate 0528200
6. ‘%’ for H or %
7. Orig Time 10000
8. ‘+’ for sign S
9. Correct Payrate 0491075
10. ‘%’ for H or %
11. Corr Time 09500
12. ‘+’ for sign S

```

PPOVPY0-E1588                Special Processes                06/02/09 15:55:38
                                ORCA Overpayment Transaction    Userid: PAYBCC
ID: 000050090 Name: BALDUCCI, GUIDO                            Page 1 of 1
PAR Control Number: 271    Check No: _____ Check Dt: 040109 Pay Sch Cd: MO
Original Net Pay: 0417243 Curr/Prior Year Ind: _ YTD Balance Ind: _

Dst Originl H Orig S Correct H Corr S Dst Originl H Orig S Correct H Corr S
ID Payrate % Time Payrate % Time ID Payrate % Time Payrate % Time
001 0528200 % 10000 + 0491075 % 09500 + _____ - _____ - _____ -
_____ - _____ - _____ - _____ - _____ - _____ -
_____ - _____ - _____ - _____ - _____ - _____ -
_____ - _____ - _____ - _____ - _____ - _____ -

```

Press enter and the ORCA screen will display a message “P0502 Transaction successfully edited - press update key for completion:”

Press F5 to update the successfully edited transaction.

The OVPY screen is displayed with the system message “P0501 Transaction successfully processed - reports sent to printer”. The printed PPRCAUDT1 report should be as below:

```

PPORAUDT1/PPORAUDT/080497                UNIVERSITY OF CALIFORNIA-SYSTEMWIDE                PAGE NO.                000001
RETN: SEE RPTS DISP SCHEDULE/DIST.                PAYROLL PROCESSING                RUN DATE                06/02/09
                                CANCELLATION/OVERPAYMENT/REVERSAL REPORT

000050090 BALDUCCI, GUIDO                PAY PERIOD END: 03/31/09    CHECK DATE: 04/01/09    EUC: IX    EDUC:                EMP REL: E
*****
ORIGINAL PAY    NET PAY    4,172.43    TOTAL GROSS    5,282.00    PWT GROSS    5,195.36    OASDI GROSS    5,282.00    MEDCR GROSS    5,282.00
0 2Y                TAX CD: FED-M004    ST-M001/003    STUDENT STAT: 1    RETR-U    SP RETR-0    FICA-E    INS RED-    SUM GROSSES    31,518.72
FAU:                CM(BC) CONT    106.00    C    118    DDENTAL CON    77.94    C    241    VISION PLAN    13.45    C
                                DEDUCTION SUM    1,325.96
2Y 2Y 2Y    009    MEDICARE    76.59    012    CA STATE TAX    123.55    013    OASDI    327.49
2Y Y Y    014    FEDERAL TAX    430.30    458    IX AGENCY FE    65.00    733    DCP REGULAR    86.64
111    UCRS-REDUCT    19.00    C    118    DDENTAL CON    77.94    C    241    VISION PLAN    13.45    C
309    CM(BC) CONT    106.00    C
                                DEDUCTION SUM    1,325.96
AU 3-427701-    -63000-    -0    E 5 IX                C 1633 GN 0 REG    5,282.00    5,282.00 % 176.00    1.0000    03/31/09-M- - -N
CORRECTED PAY    NET PAY    3,742.45    TOTAL GROSS    4,665.21    PWT GROSS    4,590.91    OASDI GROSS    4,665.21    MEDCR GROSS    4,665.21
0 2Y                TAX CD: FED-M004    ST-M001/003    STUDENT STAT: 1    RETR-U    SP RETR-0    FICA-E    INS RED-    SUM GROSSES    27,842.66
FAU:                CM(BC) CONT    106.00    C    118    DDENTAL CON    77.94    C    241    VISION PLAN    13.45    C
                                DEDUCTION SUM    1,139.15
2Y 2Y 2Y    009    MEDICARE    67.64    012    CA STATE TAX    94.55    013    OASDI    289.24
2Y Y Y    014    FEDERAL TAX    339.63    458    IX AGENCY FE    57.40    733    DCP REGULAR    74.30
111    UCRS-REDUCT    19.00    C    118    DDENTAL CON    77.94    C    241    VISION PLAN    13.45    C
309    CM(BC) CONT    106.00    C
                                DEDUCTION SUM    1,139.15
AU 3-427701-    -63000-    -0    E 5 IX                C 1633 GN 0 REG    4,665.21    4,910.75 % N/A    0.9500    03/31/09-M- - -N
OVERPAID - ****OVERPAYMENT-TRANSACTION****
NET PAY    429.98    TOTAL GROSS    616.79    PWT GROSS    604.45    OASDI GROSS    616.79    MEDCR GROSS    616.79
0 2Y                TAX CD: FED-M004    ST-M001/003    STUDENT STAT: 1    RETR-U    SP RETR-0    FICA-E    INS RED-    SUM GROSSES    3,676.06
FAU:                CM(BC) CONT    106.00    C    118    DDENTAL CON    77.94    C    241    VISION PLAN    13.45    C
                                DEDUCTION SUM    186.81
2Y 2Y 2Y    009    MEDICARE    8.95    012    CA STATE TAX    29.00    013    OASDI    38.25
2Y Y Y    014    FEDERAL TAX    90.67    458    IX AGENCY FE    7.60    733    DCP REGULAR    12.34
                                DEDUCTION SUM    186.81
AU 3-427701-    -63000-    -0    E 5 IX                C 1633 GN 0 REG    616.79    4,910.75 % 176.00    0.0500    03/31/09-M- - -N

```

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Verify in the above screen that CA STATE TAX amount overpaid is **29.00**, which is the difference between CA STATE TAX of 123.55 (from original pay) and 94.55 (from corrected pay).

The original CA STATE TAX from the PAR details (PPPDRC table, GTN Number 012) is 123.55.

The steps performed in the state tax calculation to arrive at the value of 94.55 (from corrected pay) are briefly explained in the attachment **C**.

### **Test the Batch Compute (RUNB1) for the Bi-Weekly Tax Rate changes**

#### **Description**

Test the bi-weekly batch compute process to verify that the new bi-weekly state tax rates are used in the state tax calculations.

After the successful batch installation of the changed PPS programs, submit the job RUNB1, which is the B1 compute for the month of April (Pay Period End Date of 04/04/2009, Check Date of 04/15/2009).

#### **Verification**

After the successful completion of RUNB1, verify the state tax amount of 53.67 is calculated for the bi-weekly employee **000050024** (WILLING, ABE L. N.) in the PAR report PPP4401. The steps performed in the state tax calculation to arrive at the value of 53.67 are briefly explained in the attachment **D**.

In addition, verify that no CA State Tax calculated for the employee **000050107** (MART, WALLY C.) because the State Gross 433.94 is below the low income exemption amount of 434.00 (Table A, Single).

**Test the Batch Compute (RUNMO) for the Monthly Tax Rate changes**

**Description**

Test the monthly batch compute process to verify that the new monthly state tax rates are used in the state tax calculations.

After the successful batch installation of the changed PPS programs, submit the job RUNMO, which is the MO compute for the month of April (Pay Period End Date of 04/30/2009, Check Date of 05/01/2009).

**Verification**

After the successful completion of RUNMO, verify the state tax amount of 377.97 is calculated for the monthly employee **000050080** (TOESAKS,AL) in the PAR report PPP4401. The steps performed in the state tax calculation to arrive at the value of 377.97 are briefly explained in the attachment **D**.

In addition, verify the following state tax amounts calculated for the employees listed below in the PAR report PPP4401:

<u>Employee ID / Name</u>	<u>CA State Tax</u>
000050087 FORTH,SALLY	33.01
444000004 FRITZ, JOHN	90.01

In addition, verify that no CA State Tax calculated for the employee **333333009** (BANDERAS, ANTONIO) because the State Gross 1781.10 is below the low income exemption amount of 1880.00 (Table A, Married with 3 exemptions).

## Attachment A

The following steps are performed in the state tax calculation to arrive at the value of **278.45**.

1. State gross amount inputted in the AP transaction = 5765.92.
2. The following are the EDB data for the employee 000050017:
 

State Marital Status	'M' (Married)
Primary Pay Schedule	'BW'
State Exempt	6
State Itemized	1
3. Reductions that must be applied to the input gross = 432.44 (DCP Casual).  
 The resulting state gross = 5333.48 (5765.92 - 432.44).
4. The state gross amount 5333.48 is greater than 868.00 (Low Income exemption from Table A, State Exempt = 6) for a married person with greater than 1 state exemption. Therefore further state tax calculations should be done.
5. Subtract 38 (Table B, State Itemized = 1) from the state gross 5333.48 to get the new state gross of 5295.48.
6. Apply the standard deduction of 284.00 (Table C, State Exempt = 6) for a married person with greater than 1 state exemption.  
 The resulting state gross = 5011.48 (5295.48 - 284.00).
7. Calculate the state tax using the revised state tax rate table E as below:
 

State Tax	= 168.41 (tax amount till 3620.00) +
	(5011.48 - 3620.00) * .0955 (new tax percent from PPPSTR)
State Tax	= 168.41 + (1398.48 * .0955)
	= 168.41 + 132.89
	= 301.30
8. Subtract tax credit of 22.85 (Table D, State Exempt = 6) from the state tax 301.30 to get the state tax of **278.45** (301.30 - 22.85).

## Attachment B

The following steps are performed in the state tax calculation to arrive at the value of **158.88**.

1. State gross amount inputted in the OPT2 screen = 5000.00.
2. The following are the EDB data for the employee 000050065:
 

State Marital Status	'S' (Single)
Primary Pay Schedule	'MO'
State Exempt	1
State Itemized	0
3. Reductions that must be applied to the input gross = 956.51.  
 The resulting state gross = 4043.49 (5000.00 - 956.51).
4. The state gross amount 4043.49 is greater than 940.00 (Low Income exemption from Table A) for a single person. Therefore further state tax calculations should be done.
5. No deduction from Table B (State Itemized = 0) from the state gross.
6. Apply the standard deduction of 308.00 (Table C) for a single person.  
 The resulting state gross = 3735.49 (4043.49 - 308.00).
7. Calculate the state tax using the revised state tax rate table E as below:
 

State Tax	= 114.87 (tax amount till 3102.00) +
	(3735.49 - 3102.00) * .0825 (new tax percent from PPPSTR)
State Tax	= 114.87 + (633.49 * .0825)
	= 114.87 + 52.26
	= 167.13
8. Subtract tax credit of 8.25 (Table D, State Exempt = 1) from the state tax 167.13 to get the state tax of **158.88** (167.13 - 8.25).

### Attachment C

The following steps are performed in the state tax calculation to arrive at the value of **94.55**.

1. State gross amount inputted in the OVPY screen = 95% of 4910.75 = 4665.21.
2. The following are the EDB data for the employee 000050090:
 

State Marital Status	'M' (Married)
Primary Pay Schedule	'MO'
State Exempt	1
State Itemized	3
3. Reductions that must be applied to the input gross = 74.30 (DCP Casual).  
 The resulting state gross = 4590.91 (4665.21 - 74.30).
4. The state gross amount 4590.91 is greater than 940.00 (Low Income exemption from Table A, State Exempt = 1) for a married person with 1 state exemption. Therefore further state tax calculations should be done.
5. Subtract 250 (Table B, State Itemized = 3) from the state gross 4590.91 to get the new state gross of 4340.91.
6. Apply the standard deduction of 308.00 (Table C, State Exempt = 1) for a married person with 1 state exemption.  
 The resulting state gross = 4032.91 (4340.91 - 308.00).
7. Calculate the state tax using the revised state tax rate table E as below:
 

State Tax	= 51.76 (tax amount till 2832.00) +
	(4032.91 - 2832.00) * .0425 (new tax percent from PPPSTR)
State Tax	= 51.76 + (1200.91 * .0425)
	= 51.76 + 51.04
	= 102.80
8. Subtract tax credit of 8.25 (Table D, State Exempt = 1) from the state tax 102.80 to get the state tax of **94.55** (102.80 - 8.25).

**Attachment D**

The following steps are performed in the state tax calculation to arrive at the value of **53.67**.

**Employee Details:**

Employee ID	State Marital Status	State Exempt	State Itemized	Primary Pay Schedule	State Gross
000050024	S (Single)	5	2	BW	1889.51

**State Tax Calculation:**

	Table A	Table B	Table C	Table E Rates		Table D
Tax Table Amount	434	77	142	Up to 1432 Tax 53.03	Up to 1811 Tax 8.25%	19.04
Brief Explanation	Gross > 434 calculate tax	Subtract 77	Subtract 142	Tax 53.03	Add % Tax 19.68	Credit Tax 19.04
Resulting Gross	1889.51	1812.51	1670.51			
State Tax Amount				53.03	72.71	<b>53.67</b>

**Attachment E**

The following steps are performed in the state tax calculation to arrive at the value of **377.97**.

**Employee Details:**

Employee ID	State Marital Status	State Exempt	State Itemized	Primary Pay Schedule	State Gross
000050080	S (Single)	3	1	MO	6618.76

**State Tax Calculation:**

	Table A	Table B	Table C	Table E Rates		Table D
Tax Table Amount	940	83	308	Up to 3922 Tax 182.52	Up to 83334 Tax 9.55%	24.75
Brief Explanation	Gross > 940 calculate tax	Subtract 83	Subtract 308	Tax 182.52	Add % Tax 220.20	Credit Tax 24.75
Resulting Gross	6618.76	6535.76	6227.76			
State Tax Amount				182.52	402.72	<b>377.97</b>