

Release 1866

**Service Request 82410
At Your Service Online – Direct Deposit, PPS**

**Service Request 82566
Add Data Element to PPSIVR Interface File**

Detail Design

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Table of Contents

Introduction	1
Service Request 82410.....	1
Service Request 82566.....	1
Overview of PPS Modifications	1
Special Daily Maintenance Process	1
Corporate Interface Files	1
Reporting Process	2
Programs	2
New and Modified Programs	2
PPESTEDB	2
PPESTRP2	2
PPESTUTL	2
PPIIVR.....	3
PPP111 (new)	3
Copy Members	4
CPWSIVRE	4
CPWSXEST	4
CPWSXESS.....	4
Bind Members	5
New and Modified Binds.....	5
PPP111 (new)	5
Control Table Updates	5
System Messages Table	5
JCL Changes	5
PPP111.....	5
Attachments	6

Introduction

Service Request 82410

Service Request 82410 asks for modifications to the Payroll/Personnel System (PPS) to support the new AYSO web application where employees will make direct deposit elections.

Service Request 82410 provides the following background information:

Some locations currently have their own mechanism for collecting pay disposition and direct deposit information from employees via the web. This data currently enters PPS via a batch job. Campuses have requested a standard means for providing this functionality to all locations.

The specific functional processes being requested are as follows:

1. Develop a process to verify that a bank transit routing number exists in a Surepay Bank Table.
2. Develop a process to add a bank transit routing number to a Surepay Bank Table and change the bank names of banks already in the table.
3. Modify the nightly file process to allow AYSO direct deposit transactions to be loaded into the Payroll/Personnel System (PPS).
4. Create a report containing the direct deposit information that was processed into the PPS.

Service Request 82566

Service Request 82566 asks for the addition of one new data element to the IVR/Web Extract file.

Service Request 82566 provides the following background information:

One new data field is required in the IVR Web Extract File in order to allow the implementation of an AYSO modification to prevent e-mail notification to employees who have elected to receive a paper earnings statement in lieu of an on line earnings statement.

In order to eliminate the e-mail notification to those employees who have elected paper earnings statements, AYSO will modify the interface with the IVR file to prevent the e-mail notification from being sent to employees who have an "N" in the Online Earnings Statement Indicator, EDB1124 data field.

Overview of PPS Modifications

Special Daily Maintenance Process

The Special Daily Maintenance Process will be modified to support the processing of transactions from AYSO regarding employees' pay disposition, direct deposit information, and bank information. A new program, PPP111, will be created to preprocess the transactions from AYSO and create control table update transactions that will be used to insert new banks or update bank names in the Surepay Bank Table (SPB), if needed. The preprocessing will also add the bank key to the SP transactions from AYSO. Table update transactions for the SPB will need to be processed by PPP004 before the Special Daily Maintenance processing (PPP130) is executed.

Corporate Interface Files

The IVR/Web Extract File Layout will be modified by adding Student Status Code (EDB0119), Surepay Prenote Status Code (EDB0227), and On Line Earnings Statement Indicator (EDB1124). In addition, direct deposit related information will be

included in the interface files for all employees. If the employee is nearing retirement and has a check disposition code of “8”, the entire bank account number will be sent. For all other employees, the account number will be sent masked, for security reasons.

Reporting Process

A tab-delimited file containing data from the SP and PD transactions that were sent from AYSO to PPS will be produced from the preprocessing program, PPP111.

Programs

New and Modified Programs

PPESTEDB

PPESTEDB applies changes in temporary PPEST table to the EDB during special maintenance process 5 (daily transactions).

The program will be modified to process SP and PD transactions. For SP transactions, the following will be performed:

- Update the SP Bank Key (EDB0230), SP Bank Acct # (EDB0225), SP Check/Save (EDB0226) and SP Prenote Indicator (EDB0227) with the data in the SP transaction.
- Update the employee’s Pay Disposition Code-EDB (EDB0201) with the Disposition Code in position 19 of the SP transaction, unless the Disposition Code in position 19 is blank. If the Disposition code in the incoming transaction is blank, leave the existing Pay Disposition Code in the EDB as is.
- If the Online Earnings Statement Indicator is currently blank in the EDB, then change Online Earnings Statement Indicator-EDB (EDB1124) to “Y”. If the Online Earnings Statement Indicator is currently non-blank, do not change it.

For PD transactions, the following will be performed:

- Update the employee’s Pay Disposition Code-EDB (EDB0201) with the Disposition Code in position 19 of the PD transaction.
- Clear out the following fields on the employee’s EDB record:
 - SUREPAY BANK ACCOUNT NUMBER (EDB0225)
 - SUREPAY CHECKING/SAVINGS ACCOUNT CODE (EDB0226)
 - SUREPAY PRENOTE STATUS CODE (EDB0227)
 - SUREPAY ACTIVATION DATE OR COMPUTE CYCLE (EDB0228)
 - SUREPAY PRENOTE PAY CYCLE CODE (EDB0229)
 - SUREPAY BANK TABLE KEY-EDB (EDB0230)
 - ONLINE EARNINGS STATEMENT INDICATOR (EDB1124)

PPESTRP2

PPESTRP2 prints the control report from the special EDB maintenance process 5 (daily transactions).

The program will be modified to include SP and PD transaction counts in the control report.

PPESTUTL

PPESTUTL inserts and deletes data into/from the temporary PPEST table for the EDB special maintenance process 5 (daily transactions).

The program will be modified to handle processing of SP and PD transactions.

PPIIVR

PPIIVR creates the IVR update and history files.

Currently, direct deposit related data elements are only sent in the interface files if the employee's Anticipated Retirement Date (EDB0765) is not equal to the default initial date value. The program will be modified to include direct deposit related data elements in the interface files for all employees. In addition, the Surepay Bank Account Number (EDB 0225) will be sent unmasked if the employee's Anticipated Retirement Date (EDB0765) is valid and has a check disposition code of "8". For all other employees, the Surepay Bank Account Number (EDB 0225) will be sent masked.

The masking logic for the bank account number will be as follows:

- If the account number is > 7 characters then mask everything but the last 4 characters.
- If the account number is (< or =) to 7 characters, then mask half the account number (round up)

The following fields will be added to the interface file:

- UC Student Status Code (EDB0119)
- Surepay Prenote Status Code (EDB0227)
- Online Earnings Statement Indicator (EDB1124)

PPP111 (new)

PPP111 will preprocess the transaction file coming from AYSO.

The program will load the PPPSPB table (sorted by SPB_BANK_NUMBER) into a table in working storage, SUREPAY-BANK-TABLE.

The program will go through each record in the transaction file. If the transaction type is 'SP', perform SP processing. If the transaction type is 'PD', write an entry to the tab-delimited Transaction file. Write the transaction record to the Updated EST Transactions file.

For SP processing, perform the following:

- Find all records in the SUREPAY-BANK-TABLE with a transit routing number that matches the transit routing number in the SP transaction. For each record, compare the uppercase bank name in the SUREPAY-BANK-TABLE to the uppercase bank name from the SP transaction. If they are not equal, create a change transaction to update the bank name for that bank record and write the change transaction to the SPB Update file. The bank number found in the first record will be used as the bank key in the SP transaction.
- If no records were found in the SUREPAY-BANK-TABLE with a transit routing number that matches the transit routing number in the SP transaction, create an add transaction to add the bank to the SPB and write the add transaction to the SPB Update file. To create the bank key, a random number is generated using the following SQL statement:

```
SELECT INTEGER(RAND() * 99999) FROM PPPVZSCR_SCR
```

The generated random number is checked against the SUREPAY-BANK-TABLE to make sure that it has not been used by another bank. Random number generation may need to be performed several times until a usable bank key is found. After a usable bank key is found, an entry is created in the SUREPAY-BANK-TABLE so that subsequent requests to create a new bank key will not reuse the newly created bank keys in a batch run. The newly created bank key will be used in the SP transaction.

- Write an entry to the tab-delimited Transaction file.

The program will create a control report showing the number of SP transactions, PD transactions, SPB add transactions created and SPB change transactions created.

The program will create a tab-delimited Transaction file containing data from the SP and PD transactions.

Copy Members

CPWSIVRE

CPWSIVRE defines the IVR employee file record.

The following new fields will be added to the record layout.

- IVREMP-STUDENT-STATUS PIC X(01)
- IVREMP-SURE-PRENOTE-STAT PIC X(01)
- IVREMP-ONLINE-EARN-STMT PIC X(01)

CPWSXEST

CPWSXEST defines working storage for various transactions passed by Web/IVR processes.

The following will be defined for transaction types SP and PD.

```
05 XEST-SP-DIRECT-DEPOSIT-REC REDEFINES
   XEST-TRANS-RECORD.
10 FILLER PIC X(18).
10 XEST-SP-CHK-DISP-CODE PIC X(01).
10 XEST-SP-BANK-KEY PIC X(05).
10 XEST-SP-BANK-ACCT PIC X(17).
10 XEST-SP-CHECK-SAVE-IND PIC X(01).
10 XEST-SP-PRENOTE-IND PIC X(01).
10 FILLER PIC X(05).
10 XEST-SP-TRANSIT-RTE-NO PIC X(09).
10 XEST-SP-BANK-NAME PIC X(35).
10 FILLER PIC X(10).
05 XEST-PD-PAY-DISPOSITION-REC REDEFINES
   XEST-TRANS-RECORD.
10 FILLER PIC X(18).
10 XEST-PD-CHK-DISP-CODE PIC X(01).
10 FILLER PIC X(83).
```

CPWSXESS

CPWSXESS defines working storage for various transaction counts and switches used by Web/IVR processes.

The following new fields will be defined for SP and PD record counts.

- XESS-SP-TTL-READ PIC 9(06)
- XESS-PD-TTL-READ PIC 9(06)
- XESS-SP-TTL-ADD PIC 9(06)
- XESS-PD-TTL-ADD PIC 9(06)
- XESS-TTL-SP-RECS-READ PIC 9(6)
- XESS-TTL-PD-RECS-READ PIC 9(6)
- XESS-TTL-SP-RECS-ADDED PIC 9(6)
- XESS-TTL-PD-RECS-ADDED PIC 9(6)

Bind Members

New and Modified Binds

PPP111 (new)

This bind member will contain the plan bind for PPP111.

Control Table Updates

System Messages Table

The following messages will be added to this table.

1. 11-101 (INTERNAL TABLE LIMIT EXCEEDED) – Severity Level of ‘9’ (SEE SYSTEMS) for online and ‘9’ (SEE SYSTEMS) for batch.
2. 11-102 (PPP111 FAILED WITH NEGATIVE SQL ERROR) – Severity Level of ‘9’ (SEE SYSTEMS) for online and ‘9’ (SEE SYSTEMS) for batch.

JCL Changes

PPP111

Sample JCL will be provided for new program PPP111.

Attachments

Attachment A – PD Transaction Format

1-2	4-12	13-18	19 ¹	20-24	25-102
Trans Code	Employee ID	Current Date (mmddy)	Dispo Code	Dispo Address Code	Blanks
PD				spaces	

¹ Disposition code for paper check varies by location. The relationship between location and default paper check disposition is to be maintained at the AYSO level.

Attachment B –Pseudo-SP Transaction Format

1-2	4-12	13-18	19 ²	20-24	25-41	42	(43) ³	44-48	49-57	58-92	93-102
Trans Code	Employee ID	Current Date (mmddy)	Dispo Code	Bank Table ID	Employee Bank Account Number	Check /Saving	Prenote Indicator	Dispo Address Code	Transit Routing No.	Bank Name	Blanks
SP				spaces		C or S		spaces			spaces

² The dispo code will be “8” for locations that do not prenote; otherwise blank.

³ The prenote indicator varies by location. It will be “1” for locations that do prenote and “2” for locations that do not prenote. This information is to be maintained at the AYSO level.

Attachment C –IVR/Web Extract File Record Layout

IVR/Web Extract File Record Layout (PPIIVR)				
Note: This Record layout addresses changes to 2 different service requests				
SR82410 – (AYSO Direct Deposit PPS)				
SR82566 – (Add On Line Earnings Statement Indicator to the IVR)				
Employee Record				
Position	Length/ Format	Field Description	Data Element #	Comments
619 – 621	03	Federal Tax Withholding Allowances	EDB0128	
622	01	State Tax Marital Status Code	EDB0130	
623 – 625	03	State Tax Personal Tax Withholding Allowances	EDB0131	
626 – 628	03	State Tax Itemized Deductions Withholding Allowances	EDB0132	
629 – 645	17	<u>Surepay</u> Bank Account Number	EDB225	See footnote ¹ (footnote wording change by SR82410)
646	1	<u>Surepay</u> Checking/Savings	EDB226	See footnote ² (footnote wording change by SR82410)
647 – 681	35	Bank Name		See footnote ² Retrieved from <u>Surepay</u> Bank Table (footnote wording change by SR82410)
682 – 690	9	Bank Transit Routing Number		See footnote ² Retrieved from <u>Surepay</u> Bank Table (footnote wording change by SR82410)
691 – 700	10 <u>mm/dd/yyyy</u>	Anticipated Retirement Date	EDB0765	
701	1	Foreign Address Code	EDB0291	
702 – 716	15	Address Permanent Foreign Province	EDB1120	
717 – 718	2	Address Permanent Foreign Country Code	EDB1118	
719 – 728	10	Address Permanent Foreign Postal Code	EDB1119	
729 – 738	10	Employee Home Telephone	EDB0210	
739 – 763	25	Spouse Name	EDB0312	
764	1	Employee Organization Home Address Disclosure Code	EDB0247	
765	1	Employee Organization	EDB0248	

¹ If there is an Anticipated Retirement Date (EDB0765) and employee is on Direct Deposit, this field is populated with the full account number. For other employees on direct deposit, the bank account number is masked. For employees not on direct deposit, this field is left blank.

² If the employee is on Direct Deposit, these fields are populated. Otherwise, they are left blank.

IVR/Web Extract File Record Layout (PPIIVR)

Note: This Record layout addresses changes to 2 different service requests

SR82410 – (AYSO Direct Deposit PPS)

SR82566 – (Add On Line Earnings Statement Indicator to the IVR)

Employee Record

Position	Length/ Format	Field Description	Data Element #	Comments
		Home Phone Disclosure Code		
766	1	Home Address Release Code	EDB0244	
767	1	Home Phone Release Code	EDB0245	
768	1	Spouse Name Release Code	EDB0246	
769	4	Employee Name Suffix	EDB0106	
773 – 802	30	Employee First Name	EDB0250	
803 – 832	30	Employee Middle Name	EDB0251	
833 – 862	30	Employee Last Name	EDB0252	
863 – 872	10	Net ID	EDB0249	
873	1	Citizenship Status Code	EDB0109	
874 – 875	2	Visa Type Code	EDB0110	
876 – 878	3	Federal Tax-Maximum Withholding Allowances	EDB0320	
879 – 881	3	State Tax-Maximum Withholding Allowances	EDB0321	
882	1	State Declaration of Domestic Partnership	EDB0288	
883 – 885	3	Medical Contribution Base – Current Year	EDB0289	
886 – 888	3	Medical Contribution Base - Next Year	EDB0290	
889	1	Special Training Code	EDB0385	
890 – 892	3	SLCG Grade Code	EDB0388	
893 – 902	10 <u>mm/dd/yyyy</u>	Medical Coverage End Date	EDB0300	
903 – 912	10 <u>mm/dd/yyyy</u>	Dental Coverage End Date	EDB0271	
913 – 922	10 <u>mm/dd/yyyy</u>	Vision Coverage End Date	EDB0346	
923	1	UC Student Status Code	EDB0119	(Added by SR82410)
924	1	<u>Surepay Prenote</u> Status Indicator	EDB0227	(Added by SR82410)
925	1	Online Earnings Statement Indicator-EDB	EDB1124	(added by SR82566)
926-992	67	Filler		
993-1002	10 <u>mm/dd/yyyy</u>	Employment Status Change Date	EDB0766	This data element must always be the last field on the employee record.

Attachment D –Transaction File Layout

Position	Length	Description	Comments
1	9	Employee ID	
10	1	FILLER	
11	14	Transaction Type	If Trans Code = PD then "Paper Check" If Trans Code = SP then "Direct Deposit"
25	1	FILLER	
26	1	Check Disposition Election	
27	1	FILLER	
28	35	Bank Name	For SP transactions, use the Bank Name from the transaction. Blank for PD transactions.