

**Created on: December 5, 2008**  
**Last modified on: September 10, 2009**

**SR82432 Requirements**  
**PPP6271 Standard Paper Report**

**Objective:**

The objective of this service request is to add an additional sort by Leave of Absence Type Code (EDB0139) in UPAY821.

**Project Type:**

This is an enhancement to an existing reporting process.

**Requested by:**

Jennifer Damico

**Analyst:**

Maggie Leung

**Due Date:**

Not urgent

**Current Process**

The PPP6271 report is produced on a monthly basis as a paper report, with the data sorted in one of two ways: by Employee ID or by Employee Name. The program run specification form for this program is the UPAY821. The current sort options are:

 **PPP6271 REPORT - Sort in Name Order - N in column 12**  
**PPP6271 REPORT - Sort in Employee ID Order - I in column 12**

**Proposed Process**

- 1.1. UC Riverside campus has requested that this report be made available in additional sort orders (see Attachment A & B). In order to satisfy this request, additional sort by Leave of Absence Type code (EDB0139) is required. A standard paper report will be produced. The proposed sort options are listed below (UPAY 821 attached).

**Sort by Leave code and by Employee Name - Report "L"**  
**Sort by Leave code and by Employee ID - Report "K"**

- 1.2 When the sort option is invalid the message below is displayed:

"PPP627: SORT INDICATOR INVALID - SHOULD BE L, K, N OR I"



PAYROLL/PERSONNEL  
 PPP627 PROGRAM RUN SPECIFICATION

UPAY821  
 (6/93)

PROGRAM ID		PPP6271 REPORT
1	11	12
PPP627-SPEC		

UCI REPORTING

- PPP6271 REPORT - Sort in Leave Code & Name Order - L in column 12
- PPP6271 REPORT - Sort in Leave Code & ID Order - K in column 12
- PPP6271 REPORT - Sort in Name Order - N in column 12
- PPP6271 REPORT - Sort in Employee ID Order - I in column 12

PREPARED BY:	DATE	APPROVED BY:	DATE

RETN: ACCOUNTING: UNTIL ACTION TAKEN

**Attachment A -- SORT BY LEAVE CODE (EDB0139) AND BY EMPLOYEE NAME**

PPP6271/PPP627 07/06/07  
 RETN: SEE RPTS DISP SCHEDULE/DIST.  
 PROCESSING MONTH: 07/01/09

UNIVERSITY OF CALIFORNIA-SYSTEMWIDE  
 DATA BASE MAINTENANCE  
 UNIVERSITY CONTRIBUTION INDICATOR LIST

PAGE NO. 1  
 RUN DATE 09/03/09

EMPLOYEE NAME EMPLOYEE ID NO. HOME DEPARTMENT NO.  
 FRANKLIN, RICHARD M 701000004 827701 - HOSP EDUC

LEAVE OF ABSENCE			UCI			FULL ACCOUNTING UNIT	%	PLAN CODES		
BEGIN	RETURN	TYPE	BEGIN	END	CODE			MED	DNT	VIS
010109	083009	01	000000	000000				HN	D3	VI

EMPLOYEE NAME EMPLOYEE ID NO. HOME DEPARTMENT NO.  
 JOHNSON, WILLIAM H 701000006 827701 - HOSP EDUC

LEAVE OF ABSENCE			UCI			FULL ACCOUNTING UNIT	%	PLAN CODES		
BEGIN	RETURN	TYPE	BEGIN	END	CODE			MED	DNT	VIS
010109	123109	04	000000	000000				XD	XD	XD

EMPLOYEE NAME EMPLOYEE ID NO. HOME DEPARTMENT NO.  
 KRAMER, MADISON D 701000010 827701 - HOSP EDUC

LEAVE OF ABSENCE			UCI			FULL ACCOUNTING UNIT	%	PLAN CODES		
BEGIN	RETURN	TYPE	BEGIN	END	CODE			MED	DNT	VIS
020109	123109	05	000000	000000				XD	XD	XD

EMPLOYEE NAME EMPLOYEE ID NO. HOME DEPARTMENT NO.  
 LINCOLN, RICHARD T 701000007 827701 - HOSP EDUC

LEAVE OF ABSENCE			UCI			FULL ACCOUNTING UNIT	%	PLAN CODES		
BEGIN	RETURN	TYPE	BEGIN	END	CODE			MED	DNT	VIS
010109	123109	05	000000	000000				XD	XD	XD

EMPLOYEE NAME EMPLOYEE ID NO. HOME DEPARTMENT NO.  
 PRICE, ALBERT M 701000005 827701 - HOSP EDUC

LEAVE OF ABSENCE			UCI			FULL ACCOUNTING UNIT	%	PLAN CODES		
BEGIN	RETURN	TYPE	BEGIN	END	CODE			MED	DNT	VIS
010109	103109	06	000000	000000				HN	D3	VI

**Attachment B -- SORT BY LEAVE CODE (EDB0139) AND BY EMPLOYEE ID NO.**

PPP6271/PPP627 07/06/07  
 RETN: SEE RPTS DISP SCHEDULE/DIST.  
 PROCESSING MONTH: 07/01/09

UNIVERSITY OF CALIFORNIA-SYSTEMWIDE  
 DATA BASE MAINTENANCE  
 UNIVERSITY CONTRIBUTION INDICATOR LIST

PAGE NO. 1  
 RUN DATE 09/03/09

EMPLOYEE NAME EMPLOYEE ID NO. HOME DEPARTMENT NO.  
 FRANKLIN, RICHARD M 701000004 827701 - HOSP EDUC

LEAVE OF ABSENCE			UCI			FULL ACCOUNTING UNIT	%	PLAN CODES		
BEGIN	RETURN	TYPE	BEGIN	END	CODE			MED	DNT	VIS
010109	083009	01	000000	000000				HN	D3	VI

EMPLOYEE NAME EMPLOYEE ID NO. HOME DEPARTMENT NO.  
 JOHNSON, WILLIAM H 701000006 827701 - HOSP EDUC

LEAVE OF ABSENCE			UCI			FULL ACCOUNTING UNIT	%	PLAN CODES		
BEGIN	RETURN	TYPE	BEGIN	END	CODE			MED	DNT	VIS
010109	123109	04	000000	000000				XD	XD	XD

EMPLOYEE NAME EMPLOYEE ID NO. HOME DEPARTMENT NO.  
 LINCOLN, RICHARD T 701000007 827701 - HOSP EDUC

LEAVE OF ABSENCE			UCI			FULL ACCOUNTING UNIT	%	PLAN CODES		
BEGIN	RETURN	TYPE	BEGIN	END	CODE			MED	DNT	VIS
010109	123109	05						XD	XD	XD

EMPLOYEE NAME EMPLOYEE ID NO. HOME DEPARTMENT NO.  
 KRAMER, MADISON D 701000010 827701 - HOSP EDUC

LEAVE OF ABSENCE			UCI			FULL ACCOUNTING UNIT	%	PLAN CODES		
BEGIN	RETURN	TYPE	BEGIN	END	CODE			MED	DNT	VIS
020109	123109	05	000000	000000				XD	XD	XD

EMPLOYEE NAME EMPLOYEE ID NO. HOME DEPARTMENT NO.  
 PRICE, ALBERT M 701000005 827701 - HOSP EDUC

LEAVE OF ABSENCE			UCI			FULL ACCOUNTING UNIT	%	PLAN CODES		
BEGIN	RETURN	TYPE	BEGIN	END	CODE			MED	DNT	VIS
010109	103109	06	000000	000000				HN	D3	VI