

Release 1889

Service Request 82390

DOS Code Table – Inactivate Table Entries

Detail Design

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Table of Contents

Introduction	1
Service Request 82390.....	1
Overview of PPS Modifications	1
Control Table Maintenance.....	1
Appointment Distribution Maintenance.....	2
Pay Transaction Edit (Batch and Online)	2
Compute Edit.....	2
CICS HELP	3
Programs	3
New and Modified Programs	3
D21H04E	3
PPCTDOSE	3
PPCTDOSU	3
PPCTR10	4
PPCTT10	4
PPDOSHUP	4
PPDOSUT2.....	4
PPEC052.....	4
PPEDTFT	4
PPEDTPAY	5
PPEDTRST.....	5
PPGRSAUP	6
PPP360.....	6
PPP390.....	6
PPP855.....	6
PPWRC11.....	6
Copy Members	7
CPCTDOSI.....	7
CPLNKERN	7
CPWSDOSH.....	7
CPWSDOSI	7
CPWSDOST	7
CPWSXDOS.....	7
Include Members	7
PPPVDOSE.....	7
PPPVZDOS	8
DDL Members.....	8
PPPDOS Table.....	8
PPPDOSH Table (DOS History)	8
CICS Help	9
Forms	9
UPAY650 Description of Service Table.....	9
Control Table Updates	9
System Messages Table	9
Data Element Table	9

Introduction

Service Request 82390

Service Request 82390 asks that the DOS Code Table be configured to allow a DOS code to be set to inactive. DOS codes that are no longer in use must be maintained for future payroll adjustments in PPS. PPS should prevent the establishment of these obsolete DOS codes on the Employee Data Base. PPS should also prevent the use of an inactive DOS code when generating pay.

Service Request 82390 provides the following background information:

External and internal audits independently conducted by the Bureau of State Audits (BSA) and the University Auditor commented on the inconsistency of PPS DOS codes across campuses and the University's inability to provide accurate pay data quickly. To deal with the many complex issues related to the pay data and to follow through on the University's commitment to provide accurate compensation data consistent with University policies, the DOS Code Committee was formed at the Office of the President (OP).

In early 2007, a committee was established to revise the campus Payroll/Personnel System (PPS) DOS codes and the mapping of those codes to the system-wide pay categories.

Since early 2007, the Committee has been working with the campuses to revise the campus Payroll/Personnel System (PPS) DOS codes and the mapping of those codes to the system-wide pay categories. Initial work has focused on codes related to the Health Sciences Compensation Plan, housing, honoraria, stipends, perquisites, bonuses, and incentive awards. Changes to date include re-mapping of campus codes to more accurately match the appropriate system-wide pay codes, elimination of unnecessary campus codes, and creation of uniform and consistent campus codes where needed. Current work is ongoing on the "by agreement" and "additional pay" categories.

The Committee has also started work on a searchable DOS Code Data Base that will be comprised of the pay codes established by each campus. This application will greatly enhance the ability of UCOP and campuses to further improve the quality of the pay codes and ensure that they are used consistently by locations.

Currently DOS Codes can only be added or deleted from the DOS Code Table.

Overview of PPS Modifications

Control Table Maintenance

The structure of the Description of Service table (DOS) will be modified to add a new attribute which will contain the date that a DOS code becomes inactive. This date will be a blank ("low") date initially. When an inactive date is indicated (MMYY) on the input transaction card number 1 used to update the DOS table, the inactive date will be stored on the table as the first day of the month specified. This new attribute will also be added to the DOS history table (DOSHS) found on the CDB database.

Therefore, the data base table definitions for the DOS and the DOSHS tables must be modified. Table maintenance programs, transaction input layouts and reports associated with these tables must be changed to include this new DOS code attribute. Most PPS programs do not read the DOS table directly. They use the PPDOSUT2 subroutine to access the DOS code data. This program must be changed to include the new Date Inactive attribute.

Appointment Distribution Maintenance

When adding or modifying an appointment distribution, if the distribution end date is later than or equal to the Date Inactive on the DOS code specified, the update will not be allowed. This edit will only apply to the distribution or distributions currently being added or modified. It will not apply to existing distributions not being modified.

This edit will be performed for the online functions EAPP Appointments/ Distributions and EAPC Appts./Distributions – Condensed and also for batch file maintenance.

Pay Transaction Edit (Batch and Online)

Pay transactions will no longer be allowed if the pay period end date is later than or equal to the Date Inactive on the DOS code specified. This edit will be performed for online pay functions found on the menus for ETHF THF Entry/Update and IDTC Dept Time Collect and for online Rush Checks. The batch transaction edit will also prevent pay transactions for a distribution with a pay period end date later than or equal to the Date Inactive on the DOS code. The transaction types for which this edit will be performed are as follows:

- AP – Additional Payment
- FT – One Time Payment
- LX/RX – Late/Reduce Payment
- RA – Retroactive Payment
- TE – Time Exception
- TX – Positive Time
- H2 (Hand Drawn Check)
- RX (Reduction/Reversal of pay)
- ST (Payment in Lieu of Notice)
- R2 (Rush Checks)

This edit will also be performed for the IDTC, Time Input Roster, in CICS.

Inactive DOS codes will remain on the DOS code table so that future payroll adjustments can take place.

Users can enter more than one transaction on the THF Entry/Update and Department Time Reporting screens prior to pressing the F5 update key. In this case, if one of the transactions has an inactive DOS code and the other transactions have no fatal errors, then the “good” transactions will be processed without delay. Only the transaction(s) with an invalid or inactive DOS code will be rejected. This is consistent with the existing error processing on these pay screens.

Some of these pay transaction screens and UPAY forms have space for more than one DOS code on a single transaction. If one of the DOS codes on a given transaction is inactive, then the entire transaction should be rejected, as is consistent with existing pay screen logic.

On the OPT1 Rush Check screen, there is space to record multiple transaction lines with multiple DOS codes. If any of these DOS codes is inactive, the entire transaction will be rejected.

Compute Edit

Automatic pay is generated during the compute process. This is pay that does not require an input transaction so there is no batch edit for this type of pay. There is an internally generated “AU” transaction which appears on the Payroll Audit Record Report (PAR). An edit will be added to the generation of automatic pay to prevent pay for an appointment distribution if the pay cycle end date on this compute is greater than or equal to the Date Inactive for the DOS found on the distribution. However, if the distribution end date is less than or equal to the Date Inactive, that distribution will still be paid. This covers the instances for biweekly employees who are paid for a biweekly period that crosses the inactive date boundary.

CICS HELP

Currently when HELP is requested for the DOS code on any screen where it appears, the process that executes reads the DOS Code table and displays a list of all the DOS codes on the table with the corresponding description for each. This process will be modified to build a list of all the active DOS codes followed by those that are inactive. Between the two lists will be a line of text indicating that the inactive DOS codes follow. The Date Inactive on the inactive DOS codes will also appear in the list.

Programs

New and Modified Programs

D21H04E

D21H04E loads several CTL tables into queues for use in CICS Help.

This program currently reads the DOS code table and prepares a list of all the DOS codes on the table when the HELP function is requested in CICS for a DOS code whenever it appears on a CICS screen. The select cursor for the DOS table will be modified to select only active DOS codes. While building the list, after all active DOS codes appear, a literal line will be added to the list indicating that the DOS codes to follow are inactive. At this time the program will use a new select cursor to obtain all inactive DOS codes. These will then follow in the list and will display the inactive date as well as the description.

PPCTDOSE

PPCTDOSE edits the transactions that update the PPPDOS (Description of Service) control table. This program is called during the execution of the maintenance DOS control table. The input transactions are in a format described by the UPAY650 form.

The form will be modified to include the new DOS Date Inactive in column 71 to 74 in a MMY Y format. This program will be modified to recognize this new data on the transaction, edit it and put it into the row to be returned to the calling program, PPCDBFET. The edit will require the month to be in the 1-12 range. If the MMY Y is prior to the current MMY Y a warning message will be issued. However, the date will be accepted. If valid, the MMY Y date will be expanded to a DB2 DATE format with a value equal to the first day of the month specified. This is how the date will be stored on the DOS table.

If the MMY Y is found to be in error during the edit process the following error message will print on the edit report and the transaction to update the table will be rejected.

01-616 DOS DATE INACTIVE IN COLUMNS 71 – 74 IS INVALID

If the MMY Y is found to be prior to the current MMY Y the following warning message will be issued but the transaction will not be rejected.

01-623 WARNING: DOS CODE DATE INACTIVE IS IN THE PAST

PPCTDOSU

PPCTDOSU updates the PPPDOS (Description of Service) control table with data provided by input transactions edited by the program above, PPCTDOSE. This program is called by PPCDBFET during the execution of the DOS control table maintenance process. It performs an update, insert or deletion of a row on the PPPDOS table on the CTL data base.

This program will be changed to include the new Date Inactive attribute in the update and insert SQL statements.

PPCTR10

PPCTR10 prints the Description of Service Table (control table 10). This program is called during the execution of the DOS control table maintenance process by PPP004 to create a report of the DOS table. It may also be called for the purpose of printing the table only, with no maintenance input present.

This program will be changed to include the new Date Inactive field on report PPP0410. In addition, the report will be modified to display “*I*” on the left side of the report for inactive DOS codes in the same way that inactive GTN numbers are currently listed on the GTN listing. The “I” attribute will not be stored on the DOS Code Table, but will be defined based on the value of the Date Inactive. If the Date Inactive is blank or initial values, then blank will be displayed; otherwise “*I*” will be displayed. If inactive the Date Inactive will be displayed to the right of the “I”.

PPCTT10

PPCTT10 is the transaction manager for updates to the Description of Service Table (control table 10). This program is called during the execution of the DOS control table maintenance process by PPP004.

This program will be changed to include the new Date Inactive attribute on the layout of the input transaction.

PPDOSHUP

PPDOSHUP updates the History PPPDOS table. This program is called during the execution of the update to history tables which are maintained to reflect changes to the Description of Service (DOS) control table. This update process is driven by PPP741 which results in calls to several programs for each CTL table. PPPDOSHUP is called to perform an update, insert or deletion of a row on the PPPDOS table on the CDB data base based upon changes to the PPPDOS table.

This program will be changed to include the new Date Inactive attribute.

PPDOSUT2

PPDOSUT2 retrieves one, all, or selected PPPDOS rows into an array in copy member CPWSDOST. It is called by numerous PPS programs; any program which needs data from the DOS table.

This program will be changed to include the new Date Inactive attribute in the selection of data from the DOS table.

PPEC052

PPEC052 performs Description of Service (DOS) consistency edits for a distribution.

An edit will be added to this program to prevent adding or modifying a distribution if the distribution end date is later than or equal to the DOS code’s Date Inactive. This edit will be executed for both the online on which distributions can be added or modified using EAPC Appts./Distributions – Condensed or EAPP Appointments/Distributions or for batch input.

When the above error is triggered the following message will be displayed (CICS) or reported (batch):

08-237 DOS CODE INACTIVE. DOS CODE CANNOT BE ESTABLISHED ON THE EDB

PPEDTFT

PPEDTFT edits pay transactions (FT). This occurs in both the online and in batch. This program is called by PPEDTMGR which is called by PPP360 for batch or called by PPWETFT in CICS.

An edit will be added to this program to prevent creating or modifying an FT type pay transaction if the pay period end date is later than or equal to the DOS code’s Date Inactive. The following CICS screens can be used to create this type of pay transaction and also allow DOS code entry for this transaction type:

- THF Entry/Update - ETFT FT – One Time Payment
- Department Time Reporting - EDFT One Time Payment (EDFT)

If the pay period end date is later than or equal to the DOS code's Date Inactive, the following transaction reject error message will be issued in batch or online:

36-071 DOS CODE INACTIVE. PAY CANNOT BE GENERATED USING INACTIVE DOS CODE

PPEDTPAY

PPEDTPAY performs common edits for pay transactions TE, TX, RX, AP, and LX. These edits occur in both the online and in batch. This program is called by PPEDTLAR (AP, LX, and RX), PPEDTTEX (TX and TE) or by PPEDTMGR all of which are called by various online programs or the batch program PPP360.

An edit will be added to this program to prevent creating or modifying the TE, TX, RX, AP, and LX type pay transactions if the pay period end date is later than or equal to the DOS code's Date Inactive. The following CICS screens can be used to create these types of pay transactions and also allow DOS code entry for these transaction types:

- THF Entry/Update
 - ETAP AP – Additional Payment
 - ETLR LX/RX – Late/Reduce Payment
 - ETTE TE – Time Exception
 - ETTX TX – Positive Time
- Department Time Reporting
 - EDAP Additional Pay (EDAP)
 - EDLR Late/Reduce Pay (EDLR)

If the pay period end date is later or equal to than the DOS code's Date Inactive, the following transaction reject error message will be issued in batch or online:

36-071 DOS CODE INACTIVE. PAY CANNOT BE GENERATED USING INACTIVE DOS CODE

PPEDTRST

PPEDTRST performs unique edits required for pay transactions RA and ST. These edits occur in both the online and in batch. This program is called by PPEDTMGR which is called by PPP360 for batch or called by PPWETRA in CICS.

An edit will be added to this program to prevent creating or modifying an RA or ST type pay transaction if the pay period end date is later than or equal to the DOS code's Date Inactive. The following CICS screens can be used to create an RA type of pay transaction and also allow DOS code entry for this transaction type. The ST type transaction can only be processed through the batch process or an online Rush Check.

- THF Entry/Update
 - ETRA RA – Retroactive Payment
- Department Time Reporting
 - EDRA Retroactive Pay (EDRA)

If the pay period end date is later than or equal to the DOS code's Date Inactive, the following transaction reject error message will be issued in batch or online:

36-071 DOS CODE INACTIVE. PAY CANNOT BE GENERATED USING INACTIVE DOS CODE

PPGRSAUP

PPGRSAUP is called by gross pay calculation programs to process EDB appointments that get automatic pay. This is pay that does not require an input transaction so there is no batch edit for this type of pay. There is an internally generated “AU” transaction which appears on the Payroll Audit Record Report (PAR).

An edit will be added to this program to prevent pay for an appointment distribution if the pay cycle end date on this compute is greater than or equal to the Date Inactive for the DOS found on the distribution. However, if the distribution end date is less than the Date Inactive, that distribution will still be paid. This covers the instances for biweekly employees who are paid for a biweekly period that crosses the inactive date boundary. For example, if the DOS inactive date is 01/01/09, and a distribution with that DOS code on the EDB is ended on 12/31/08 and a new one started on 01/01/09 with the replacement DOS code, the 01/10/09 biweekly cycle would include both distribution lines. Both will be valid.

Because this edit is at the distribution level, an employee will be paid for all distributions with DOS codes still active but not for any distributions which fail this edit. Distributions which fail the edit will appear on the Gross Pay Derivation, PPP390 Error Report with the following warning message.

39-030 DOS CODE INACTIVE. PAY CANNOT BE GENERATED USING INACTIVE DOS CODE.

PPP360

PPP360 and related modules act as the batch and online infrastructure for the editing of payroll compute transactions prior to placement on the THF (Transaction Holding File).

This program takes in a transaction activity file, edits the transactions and places them on the THF. For most transaction types it calls PPEDTMGR which in turn determines which program to call to perform the edit for a specific transaction type. A table of transaction types and a code indicator of the edit routine to be used is found in copy member CPWSXIC1. The program PPP360 performs the edits for the COH type transactions (Cancellations, Overpayments, Hand-drawn).

There is an existing routine for editing the C2 or O2 or H2 card which contains the DOS code. The routine will be modified to include an edit of the active status of the DOS code. For H2 cards only, if the pay period end date on the input pay transaction is greater than or equal to the Date Inactive on the DOS code, then the transaction will reject. A call to the DOS utility program to obtain DOS code information is already present in this routine.

PPP390

PPP390 is the starting point of the gross pay calculation in the Compute process. It creates a preliminary PAR file with gross pay from the EDB and the CPA file.

This program calls the various PPGRSxxx programs and uses copylib member CPLNKERN to pass information to these programs. This copylib member will be expanded to include the DOS date inactive attribute required by program PPGRSAUP which generates automatic pay. PPP390 will be modified to populate this field in the copylib member.

PPP855

PPP855 recreates a subset of the RCSTORE file by reading the DB2 tables involved and assembling the appropriate RCSTORE file record structure from those tables. This is the BCSTL interface file used by CPS, the Corporate Personnel System.

The DOS table is one of the tables that appear on this file. This program will be modified to include the new DOS date inactive attribute. It will also be modified to include two fields added by a previous release, two gross indicators for a “flat tax” project, Release 1503.

PPWRC11

PPWRC11 is the screen processor for the RC11 function (Rush Check Opt1 Earns & Deds).

This program accepts transaction codes LX, RX, AP, FT, ST and RA. It performs edits on these transactions the same as those performed by the PPEDT* programs described above.

An edit will be added to this program to prevent the use of the LX, RX, AP, FT, ST and RA type pay transactions if the pay period end date is later than or equal to the DOS code's Date Inactive. If the pay period end date is later than or equal to the DOS code's Date Inactive, the following transaction reject error message will be issued in batch or online:

36-071 DOS CODE INACTIVE. PAY CANNOT BE GENERATED USING INACTIVE DOS CODE

Copy Members

CPCTDOSI

This copy member defines the working input for the update of the PPPDOS table.

The new Date Inactive attribute will be added to this copy member in columns 71 to 74 of the transaction card number 1. It will be in a MMY format.

CPLNKERN

This copy member defines a linkage area for PPGRS* programs.

It will be modified to include the new Date Inactive stored in a DB2 DATE 10 character format.

CPWSDOSH

This copy member defines a row of the PPPDOSH CDB table, the history table for the DOS control table.

It will be modified to include the new Date Inactive stored in a DB2 DATE 10 character format.

CPWSDOSI

CPWSDOSI defines a work array of the DOS table for PPDOSUT2, DOS utility program.

It will be modified to include the new Date Inactive attribute in a DB2 DATE 10 character format.

CPWSDOST

CPWSDOST defines a work array of the DOS table for PPDOSUT2, used to pass the DOS array back to the calling program from the DOS utility program.

It will be modified to include the new Date Inactive attribute in a DB2 DATE 10 character format.

CPWSXDOS

CPWSXDOS defines the record layout for the VSAM DOS Table record, which is constructed by PPDOSUT2.

It will be modified to include the new Date Inactive attribute in a DB2 DATE 10 character format.

Include Members

PPVDOSH

PPVDOSH is the record layout for PPVDOSH_DOSH, a view of the PPPDOSH DOS history table.

It will be modified to include the new Date Inactive attribute in the DB2 DATE format.

PPPVZDOS

PPPVZDOS is the record layout for view PPPVZDOS_DOS, the full table view of table PPPDOS.

It will be modified to include the new Date Inactive attribute in the DB2 DATE format.

DDL Members

PPPDOS Table

The following **column** will be added to the PPPDOS table:

- DOS_DATE_INACTIVE

The following **DDL member will contain an ALTER statement** for the new column:

- TBDOS05A (new)

The following **DDL member defines** the PPPDOS table and will incorporate the new column:

- TBDOS00C

The following **view DDL member** will incorporate the new column:

- PPPVZDOS

PPPDOSH Table (DOS History)

The following **column** will be added to the PPPDOSH table:

- DOS_DATE_INACTIVE

The following **DDL member will contain an ALTER statement** for the new column:

- TBDOSH5A (new)

The following **DDL member defines** the PPPDOSH table and will incorporate the new column:

- TBDOSH0C

The following **view DDL member** will incorporate the new column:

- PPPVDOSH

CICS Help

There are no changes to any CICS Help text members. There is a change to the list which appears on the help screen for the DOS code but this change is found in program D21H04E described above.

Forms

UPAY650 Description of Service Table

The Date Inactive will be added to card 1 in column 71-74. The format of the date will be MMYYY.

Control Table Updates

System Messages Table

The following messages will be added to this table.

1. 08-237 DOS CODE INACTIVE. DOS CODE CANNOT BE ESTABLISHED ON THE EDB. Severity Level of '7' (Employee Reject) for both online and batch.
2. 36-071 DOS CODE INACTIVE. PAY CANNOT BE GENERATED USING INACTIVE DOS CODE. Severity Level of '5' (Tran Reject) for both online and batch.
3. 39-030 DOS CODE INACTIVE. PAY CANNOT BE GENERATED USING INACTIVE DOS CODE. Severity Level of '3' (Warning).
4. 01-616 DOS DATE INACTIVE IN COLUMNS 71 – 74 IS INVALID. Severity Level of '5' (Tran Reject).
5. 01-623 WARNING: DOS CODE DATE INACTIVE IS IN THE PAST. Severity Level of '3' (Warning).

Data Element Table

Updates will be made to the triggers for the DISTRIBUTION END DATE data element on each distribution in order to cause the execution of the con edit program PPEC052. This program edits the DOS code and will be modified for this release to test the Date Inactive on the DOS table. This needs to be triggered when modifications are made to the distribution end date.