



Infor E Series Human Capital Management Reports Guide

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Introduction

The reports discussed in this guide are generated and printed by the Infor E Series Human Capital Management (HCM:E) Payroll/Personnel system. You choose the reports you want to print, the detail you want reported, and the occurrence of totals and page breaks.

Besides the reports produced by the system, Information Expert (I.E.) is available for you to use to design and print custom reports.

Standard Reports Overview

This section describes the types of reports that can be produced in the Payroll/Personnel system.

Paychecks/Deposit Advices

To your employees, the most important report is a paycheck. The system prints paychecks and earnings statements showing the detail of earnings and deductions during each pay period. For employees who request automatic deposit of their pay, the system prints a deposit advice.

Payroll Reports

These are examples of some of the payroll reports:

- Payroll Register
- DOE Register
- Deductions Not Taken
- Bonds Register
- Tax Distribution Summary

Audit Reports

Audit reports track the actions of the Payroll system. These reports show specific warning and error messages, as well as payroll totals and balancing figures. Review these reports to make sure that all data entered in the files is correct and that information produced is accurate.

This list shows some of the Audit reports produced automatically during each processing run:

- Transaction Validation Listing
- Time Entry Proof List
- Employees Not Paid
- Report Generate Error Listing.

Personnel Reports

The system produces a set of personnel reports to support the information needs of your personnel department and to comply with government reporting requirements.

Forms

You must provide preprinted forms for certain reports, such as the

- Combined Payroll/DOE Register
- Canadian Record of Employment (ROE).

Information Expert (I.E.)

Information Expert allows you to design reports to retrieve and print payroll and personnel information. You choose the information to print on the report and specify any calculations to perform. I.E. does the rest for you, automatically supplying column headings and spacing the columns.

This guide includes some model reports delivered with your system. You can use Information Expert models, for example, to produce reports to test nondiscrimination for 401(k) and welfare plans for your organization. You can also use them to process Online Check Calculation and Canadian EEA reports.

I.E. Security for HCM:E Reporting

I.E. Security functions for HCM:E reporting enable your organization to prevent unauthorized reporting of employee payroll and personnel information using Information Expert.

You can set up restrictions to secure access to reporting information on

- Specific HCM:E I.E. items
- Entire HCM:E I.E. logical records
- Entire level 1-level 2s
- Any employee payroll or personnel information.

For detailed information about setting up security, see the I.E. Security for HCM:E Reporting chapter of the *Technical Guide*.

1 Producing Standard Reports

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Introduction

This chapter describes the steps involved in producing reports in the Infor E Series Human Capital Management (HCM:E) Payroll/Personnel system.

Producing Standard Reports

Reports are easy to produce when you want them. By establishing your choices as rules to use automatically every time you process information, you can control which reports you want and when you want them. These rules are set up in the Employee Master File and the HRMS Tables File. If you need to perform a special report run and you do not want the general rules to apply, you can easily override the rules.

Reporting Options

Reporting options allow you to tailor the reports produced by the system further to meet your organization's needs. You can specify the sequence, the amount of detail, and the level at which total breaks occur on the reports printed for each pay cycle.

Each option has been predefined within the system, so all you do is enter the code for the options you want to use. These are some examples of options:

- Print sequence for checks and deposit advices
- Whether to print month-to-date, quarter-to-date, and year-to-date totals on payroll reports
- The sequence in which to print employee information on payroll and personnel reports
- The amount of detail to print on the check stub (such as vacation or sick hours available and deductions taken)
- Whether to print a detailed report or a summary report. For example, the Bonds Register shows detailed bond accounting for each employee with a bond account. You can choose to print only a summary line for use by banks when issuing bonds.
- Whether to print totals and begin a new page for each level 3, level 4, or level 5.

Totals Page

The system automatically prints totals for each level 1-level 2 on a separate page following most detailed reports. You can also choose page and total breaks for levels 3 through 5.

The Basic Steps

To produce reports, three basic steps are required.

Step	Action
1	Define options for each organization, indicating the format and content of each report you plan to produce. Set up options one time as a standard set of instructions in the HRMS Tables File and the Employee Master File, or submit generate options as runtime transactions each time you produce reports.
2	Generate report records for each organization. Set up generate options one time as a standard set of instructions in the HRMS Tables File or submit them as runtime overrides each time you produce reports.
3	Print reports.

The remainder of this chapter covers these steps in more detail.

Step 1 - Define Options

Use the following table as a guide in setting up options for each report. Set up options for each level 1-level 2 on a separate CS-1 transaction. See the CS-1 transaction in the *Transaction Descriptions* for detailed information.

Option	Report Affected
Sequence	Deductions Not Taken Register
	Bank Services Report
	Tax Distribution Summary
	Deductions/Other Earnings by DOE Report
	Employee Tax Report
	ACH Audit Report
	Payroll Register
	DOE Register
	Deductions Not Taken Register
	Hours Register
	Bonds Register
Page Break	Time Entry Proof List
	Payroll Register
	DOE Register
	Deductions Not Taken Register
	Hours Register
	Bonds Register
	Employee Tax Report
Totals	Payroll Register
	DOE Register
	Deductions Not Taken Register
	Hours Register
	Bonds Register
	Employee Tax Report
Spacing	All reports.
Content	Payroll Register
	DOE Register
	Hours Register
	Bonds Register
	Employee Tax Report

Step 2 - Generate Reports

Two steps are required to generate report records. The remainder of this chapter covers each step in more detail.

Step	Action
1	Define which file you need to use for reporting.
2	Define the reports you want to generate or the tapes to create.

Define Reporting File

Establish the usual file to use for payroll reports in the HRMS Tables File and the system uses this file for every Report Generate run. Set up the Payroll Reporting Detail file as the usual file for payroll reports. If you want to use the Employee Master File for some reports, you can temporarily override the usual reporting file.

To set up the usual file to use for generate runs, enter your choice on the T00-001 transaction or Screen 324.

Step	Action
1	Enter the code to select the Employee Master File or Payroll Reporting Detail file.
2	Enter the code to indicate whether you are adding information for the first time or changing the usual reporting file. (On the transaction only, not on the screen.)

To override the usual reporting file temporarily, you can use the A* override transaction at run time. To override any transaction, you must enter all generate transactions you require for this report run. Tables file options are not used during an override.

Define Reports to Generate

You can use two methods to generate reports:

- Specify the reports to generate in the HRMS Tables File. The system automatically generates the reports you ask for each time you run Report Generate.
- Specify reports to generate when you run Report Generate. This method overrides all report generate options set up in the HRMS Tables File. Therefore, if you override any information on the reports to generate, you must enter overrides for all reports.

You must enter complete information whether you are setting it up in the HRMS Tables File or submitting overrides to the Report Generate step.

To generate payroll reports with the batch system, enter the information for steps 1 and 2 on the AD, DL, and SL transactions and the run control information in step 3 on the AA transaction.

Step	Action
1	Select generate options for each report. See the tables later in this guide for the available options.
2	Enter the maintenance code to indicate whether you are adding or changing information in the HRMS Tables File. If you enter an override transaction at run time, the system does not search the HRMS Tables File.
3	Enter the run control information: <ul style="list-style-type: none">▪ Run dates to appear on reports▪ Period-end date: weekly/biweekly or semimonthly/monthly▪ Period-end indicator: month, quarter, year, or no period end.

Define Tapes to Generate

Besides printed reports, some information can be provided on tapes. To create tapes, you define information to the system exactly as you do when generating printed reports. You have the same options to establish automatic generate options in the HRMS Tables File, or override the tapes created when you run Report Generate.

Step 3 - Print Reports

Print Payroll Reports

You can print any or all of the reports you generate.

1. Specify print selections in the HRMS Tables File. The system automatically prints the reports you ask for each time you run Report Print.
2. Override the HRMS Tables File print selection by entering print selection transactions at run time. This data overrides all report print options set up in the HRMS Tables File. Therefore, if you override any information on the reports to print, you must enter overrides for all reports you want to print.

Follow these steps to select reports to print. The options listed are chosen on the AE and AF transactions.

Step	Action
1	Select print options for each report (AE).
2	Enter the run date for each report (AF). You can choose from: <ul style="list-style-type: none"> ▪ A run date you enter ▪ The current computer date ▪ The period-end date from the AA transaction ▪ The run date from the AA transaction.
3	Enter the code to select billing transactions (AF).
4	Select the labels form, if address labels are selected (AF). <ul style="list-style-type: none"> ▪ One-up labels ▪ Two-up labels ▪ Three-up labels.
5	Indicate if you want to skip pages between level 2s on stock paper reports (AF).

System Reports

Audit Reports

When you define organization and employee information, pay employees, make adjustments, and print reports, audit reports are produced automatically.

Use these audit reports to check the results of each processing step. The reports show specific warning and rejection messages, as well as payroll totals and balancing figures. Review the audit reports after each payroll run to be sure all the data entered or processed is correct and that information produced is accurate.

Processing Step	Audit Report
Load	Input Transaction List
	Input Transaction Summary
Validate	Transaction Validation Listing
Time Entry Proof	Time Entry Proof List
	Employees Not Paid Report
Update	File Maintenance Report
Compute	Payroll Compute Activity Report
Generate	Report Generator Error Listing
Print	Report Print Process Summary

Even though these reports are produced automatically by the system, you still have some flexibility in choosing the format and content of some audit reports. The table later in this guide lists the options available. Set up your choices on the CS-1 transactions.

Employee Master File Print

The formatted file listing for the Employee Master and the Payroll Reporting Detail file is called the Employee Master File Print. The format of the report is the same for both files.

When you request an Employee Master File Print, you can select the level of information to print. Specifically, you can select

- Organization information
- Selected employees
- All employees
- Employees within levels of control.

You can select the level of information you want to appear on the Employee Master File Print on the C1 and C2 transactions.

Organization information is printed first for the level 1-level 2 you selected. The report is divided into groups of record segments shown on the report as Record Segment Numbers (RSN). Specific types of information are stored by RSN in the Employee Master File.

The following tables show the information groups. The first table lists organization-level information and the second lists employee-level information.

RSN	Information Type
101	Basic organization data: name, address, levels descriptions
102	Organization bank information, report options
103	Special hours descriptions, DOE ties to special hours
104	Labor Distribution/General Ledger Interface options
105	Canadian Vacation Wage Definition, E.I. days.
120-129	DOE Assumption data

If you print the Payroll Reporting Detail file, each employee can have more than one set of segments, showing each payment or adjustment or both. If you print the Employee Master File, an employee can have only one set of segments.

The Employee Master File print contains the cumulative amounts from segment sets.

RSN	Information Type
201	Basic employee data: compressed name, address, pay frequency, salary, shift, banking data, vacation and sick hours
202	Gross to net pay calculation accumulators
203	Federal, state, local tax methods, work and resident state codes, employee long name, lock-in letter marital status, and lock-in letter exemptions.
206	Canadian Tax Segment
207	Canadian EI
210, 211	Check address, bank account, and bond account information
212	Automatic salary split data
215-224	Step DOE information
250-279	DOE accumulators
290-295	Special hours accumulators 1-90
300-319	Federal, Social Security/Medicare, MQGE, state, county, and city tax and wage accumulators. Canadian tax segment accumulators

If you requested the option to print an organization trailer, it prints following all the employee information for a level 2. This trailer shows the details of the latest file update and compute steps with the number of employees affected.

HRMS Tables File List

The HRMS Tables File contains organization information, which the Payroll system uses for payroll reporting:

- DOE information
- Special hours information
- Banking services/ACH information
- Tabled amounts for sick and vacation accrual and DOE
- Federal, state, and local taxing ID data
- Pay rates
- Report generate and print options
- Labor Distribution options
- Combined Payroll/DOE Register DOEs.

You can request that any or all of these sets of information be printed through the HRMS Tables File application transaction for the information you want to report. See the report description for the HRMS Tables File List report in this guide for a complete list of application codes. You can also view selected record types using Realtime Tables file inquiry.

Follow these steps to select the HRMS Tables File list:

Step	Action
1	Enter a specific level 1-level 2. Without specific information, data for all level 1-level 2s will print. ALL, CAN, PAY, RUN
2	Enter code to page break on each new level 1-level 2. ALL, CAN, PAY, RUN
3	Enter report date. Without this date, the current computer date will print on the report. ALL, CAN, PAY, RUN
4	Select the type of information to print: For example, PAY includes: <ul style="list-style-type: none">▪ Banking Services/ACH information▪ Federal, State, and Local Taxing ID data▪ Pay rates▪ Report generate and print options▪ Labor Distribution options▪ Combined Payroll/DOE Register DOEs▪ DOE information.

The Bonds Register

Introduction

The Bonds Register is a very comprehensive report. This chapter contains some general comments on the structure of the Bonds Register and its features.

The primary difference between the Bonds Register and other reports is the way the report is sequenced. You choose your sequence options on the CS-1 transaction, as with other reports, but the lowest level available for sequencing is the employee level. Below this level, the sequence of bond information is fixed.

Generally, for any specific payroll report, the relevant information from each Employee Master File record is reported within employee by payroll activity (such as positive adjustments, negative adjustments, negative adjustments, C1 and C2 transaction options). The information reported on the Bonds Register is organized by Bond Account. The following example demonstrates the effect this has on the information reported.

Employee Bond Accounts Data

Employee Master File Record Organization			Sequence Reported on Bonds Register	
Employee A			Employee B	
ADJ+ Transaction			Bond Acct. 1	ADJ+ Trans. ADJ– Trans. C-1 Trans.
Bond Acct. 1	Bond Acct. 2			
ADJ– Transaction			Bond Acct. 2	ADJ+ Trans. C-1 Trans.
Bond Acct. 1		Bond Acct. 3		
C-1 Transaction			Bond Acct. 3	ADJ– Trans. C-1 Trans.
Bond Acct. 1	Bond Acct. 2	Bond Acct. 3		

Reporting File

Always use the Payroll Reporting Detail file when you produce the Bonds Register. This file shows all payment activity which affected bond accounting. The Employee Master File shows only a summary of the payment activity affecting the bond balances.

Options

You can select a number of options to print specific information on your Bonds Register. Enter your choices on the CS-1 and AD transactions.

Balances and Totals

The Bonds Register reports the accumulation of amounts entered in the employee's record during payroll processing. If no activity occurred for an employee, no labels or amounts will appear on the report.

The beginning balance reported in a bond account summary line is always the beginning balance from the first record encountered with a nonzero amount.

The ending balance reported in a bond account summary line is always the ending balance from the last nonzero record.

All totals in the summary total are nonzero.

Report Steps

Follow these steps to produce the Bonds Register:

Step	Action
1	Select level 1-level 2 to include in the report.
2	Select whether to print detail or summary information.
3	Select total options.
4	Follow the same steps you use to generate and print payroll reports.

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Introduction

The reports in this chapter are general reports for all users.

Online Error Report (PRO710-1)

ERROR REPORT - PRO710-1						PAGE	1
RUN DATE 08/ 31/ 2001							
00 00 00	00 01 11	1	1	1			
12 34 56	78 90 12	3	4	5			
TR LEVEL	EFFECT	ADJUST	TIME	MAINT			
CD L1 L2	DATE	RECORDS	TRANS	MESSAGES			
OB AL WA	2001/10/08	Y	Y	Y	WARNING - SEL ADJUST SPACES - DEFAULT VALUE Y USED		
					WARNING - SEL TIME REC SPACES - DEFAULT VALUE Y USED		
					WARNING - SEL MAINT SPACES - DEFAULT VALUE Y USED		
OB CN DA	2001/10/08	Y	Y	Y	WARNING - SEL ADJUST SPACES - DEFAULT VALUE Y USED		
					WARNING - SEL TIME REC SPACES - DEFAULT VALUE Y USED		
					WARNING - SEL MAINT SPACES - DEFAULT VALUE Y USED		
OB TN RB	2001/10/08	Y	Y	Y	WARNING - SEL ADJUST SPACES - DEFAULT VALUE Y USED		
					WARNING - SEL TIME REC SPACES - DEFAULT VALUE Y USED		
					WARNING - SEL MAINT SPACES - DEFAULT VALUE Y USED		

Generated By

PPO710

Printed By

PPO710

Sequence

Level 1-level 2

Control Transactions

OB

Purpose

Documents errors encountered on input transactions.

Explanation

The report information includes any invalid level 1-level 2s, effective dates, and transaction selection options entered through the input transactions. Associated error and warning messages appear with the invalid transactions.

Online Activity Summary (PRO710-2)

ACTIVITY SUMMARY - PRO710-2						PAGE	1
RUN DATE 08/ 31/ 2001							
TR LEVEL	EFFECT	ADJUST		TIME	MAINT		
CD L1 L2	DATE			RECORDS	TRANS		
OB AL WA	2001/10/08	Y		Y	Y		
OB CN DA	2001/10/08	Y		Y	Y		
OB TN RB	2001/10/08	Y		Y	Y		

Generated By

PPO710

Printed By

PPO710

Sequence

Level 1-level 2

Control Transactions

OB

Purpose

Documents the selection options being processed during the current run.

Explanation

The information on the report includes valid level 1-level 2s, effective dates, and transaction selection options entered through the input transactions. Any default values used also appear on the report.

Purpose

Provides control information by listing the inputs and outputs of the Employee Master Copy Services program.

Explanation

The MS-1 and MS-2 transactions are printed on the first page with any error messages.

The second page contains control information by level 1-level 2. The primary and secondary input files and output files are listed at the top of the page.

Detail lines are printed for each level 1-level 2 processed. Each detail line prints the following information:

- File from which the level 1-level 2 was selected
- Primary input file or secondary input file
- Number of employees and segments read from the input file
- Input organization date and time controls
- Any file control error or warning messages
- Number of employees and segments written to the output files
- Output organization date and time controls.

File totals are printed showing the total number of employees and segments processed on each file. These totals do not include the file header and file trailer segments. Employee Master File date and time controls are also printed for each input and output file.

Employee Master File Trailer Totals (PRP900)

HRMS EMPLOYEE MASTER FILE UTILITY									
PRP900									
PAGE 1									
TRAILER TOTALS									
1	1	2	2	3	3	4	4	5	5
6	6	7	7	8					
....5....0....5....0....5....0....5....0....5....0....5....0									
IU *									
NO A* TRN DEFAULT OPTIONS USED									
HRMS EMPLOYEE MASTER FILE UTILITY									
PRP900									
TEST CO BEGIN FILE									
11 AA									
PAGE 2									
TRAILER TOTALS									
12 AA									
----- SEGMENT COUNTS -----									
EMPLOYEE COUNTS BY EMPL STATUS									
EMPLOYEE COUNTS BY PAY FREQUENCY									

TOTAL	DOE	SAL IN	TOTAL	ACTIVE	INACTIVE	TERMINATED	WEEKLY	BI-WEEKLY	SEMI-MONTHLY
SEGMENTS	SEGMENTS	SEGMENTS	EMPLOYEES						MONTHLY
TRAILER IN	63	0	0	4	2	1	1	4	
ACTUAL IN	63	0	0	4	2	1	1	4	
ACTUAL OUT	63	4	4	4	2	1	1	4	
HRMS EMPLOYEE MASTER FILE UTILITY									
PRP900									
TEST CO BEGIN FILE									
11 AA									
PAGE 3									
TRAILER TOTALS									
12 AA									
MASTER FILE AUDIT FOR AA AA FILE RUN TYPE - CURRENT									
THIS PAGE PREPARED									
ORGANIZATION CONTROLS IN									
ORGANIZATION CONTROLS OUT									
WARNING ...ORGANIZATION CONTROLS NOT VERIFIED FOR THIS ORGANIZATION									
...HRMS TABLES FILE NOT UPDATED WITH THIS ORGANIZATION									

Generated By

PLP900

Printed By

PLP900

Sequence

Level 1-level 2

Control Transactions

IU

Purpose

Provides a record of all organization trailer counts for the Employee Master File processed. Can be used to determine the level 1-level 2s on the file and the number of records in each.

Explanation

The IU transaction, which controls the processing of the Employee Master File Utility program, is printed at the beginning of the report to provide a record of the options selected for a specific run. If you used the A* transaction to override the type of master file, it is also printed.

Three lines of trailer totals for each organization are printed as follows:

- The first line displays the counts from the organization's trailer record.
- The second line shows the counts accumulated by PLP900.
- The third line shows the counts in the organization trailer record when it was written.

One organization is printed per page. The same three lines are also printed for the file trailer.

If no options are selected on the IU transaction, only one line of trailer totals is printed for each organization. The line shows the counts in the organization's trailer record. A line is also printed for the file trailer totals.

HRMS Tables File - File List (PRV501)

HRMS TABLE FILE								PAGE 001
FILE LIST RUN CONTROL PAGE								AS OF 06-30-1997
PRV500								
	1	2	3	4	5	6	7	8
	123456789012345678901234567890123456789012345678901234567890							
ALL	970630							
PAYROLL - BANK ID DATA (PAD)								ERROR MESSAGE
								TRANSACTION ACCEPTED
HRMS TABLES FILE								PAGE 001
FILE LIST								AS OF 06-30-1997
PRV501								
TW	00	011099990	ACHTAPE00	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TW	01	011099990	ACHTAPE01	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TW	02	011099990	ACHTAPE02	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TW	03	011099990	ACHTAPE03	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TW	04	011099990	ACHTAPE04	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TW	05	011099990	ACHTAPE05	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TW	06	011099990	ACHTAPE06	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TW	07	011099990	ACHTAPE07	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TW	08	011099990	ACHTAPE08	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TW	09	011099990	ACHTAPE09	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TW	10	011099990	ACHTAPE10	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TW	11	011099990	ACHTAPE11	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TW	12	011099990	ACHTAPE12	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TW	13	011099990	ACHTAPE13	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TW	14	011099990	ACHTAPE14	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TW	15	011099990	ACHTAPE15	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TW	16	011099990	ACHTAPE16	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TW	17	011099990	ACHTAPE17	FIRST BANK OF ATLANTA	D & B SOFTWARE	A		
TY	011000206	UNION BANK		BOSTON, MA	60606			
TY	011000390	SECOND BANK		ATLANIA, GA	30303			
TY	011001234	YOUR BANK		ATLANIA, GA	30303			
TY	011001276	CITY BANK		ATLANIA, GA	30303			
TY	011001331	STATE BANK		ATLANIA, GA	30303			
TY	011001438	ATLANTA BANK		ATLANIA, GA	30303			
TY	011001726	MIDDLE BANK		ATLANIA, GA	30303			
TY	011001742	BANKERS TRUST		ATLANIA, GA	30303			
TY	011002505	BANK CODE 1		ATLANIA, GA	30303			
TY	011002877	BANK CODE 10		BOSTON, MA	60606			

Generated By

PLV500

Printed By

PLV500

Sequence

Application Code

Control Transactions

See the table in the Explanation section.

Purpose

Provides a detailed listing of all data in the HRMS Tables File or selected applications based on the control transactions.

Explanation

You can list all the data in each Tables File record using the ALL transaction.

You can also list data only from selected applications. In that case, records appear on the report in the sequence in which they are listed on each transaction.

The following table shows the information you need to list data by application: the application selection transaction, the application areas affected, and the input transactions associated with each application.

System/Module	Selection Transaction	Application Contents	Transactions Included
Payroll/Personnel	RUN	Master File Access Control	T00-001, T00-002
		File Control	T01-001, T01-002
		Installation Audit-Solution Data	T02-001, T02-002
Payroll	PAY	Banking Services	TA, TX, TW
		Combined Payroll/DOE Register	TK
		Federal, State, and Local Taxing	TB, TC, TD, TE, TF
		Labor Distribution Options	TL
		Rate Table	TG
		W-2/1099-R/Quarterly Reporting	TZ1-001 - TZ1-020
			TZ1-045 - TZ1-054
			TZ1-102, TZ1-105,
			TZ1-121
			TZ1-130, TZ1-131,
			TZ1-133, TZ1-135
			TZ1-138 - TZ1-139
			TZ1-200 - TZ1-213
			TZ1-520 - TZ1-521
		Reporting Options	AD, AE, AF, DL, SL
		Check Writer Forms Identification	TH1-001, TH2-001
		Tax Reference Information	Reference Information
		Organization DOE Information and	DOE-001, DOE-TAB,
		Special Hours Information	DOE-SPH, DOE-STP

(continued)

System/Module	Selection Transaction	Application Contents	Transactions Included
Payroll	CAN	Office de la Construction du Quebec	TM-T4Q1 - TM-T4Q3
		Provinces	TM-00
		Parity DOEs	TM-T4P1 - TM-T4P3
		Record of Employment (ROE)	TM-ROH1 - TM-ROH5
			TM-ROT1 - TM-ROT5
			TM-ROR, TM-ROEA,
			TM-ROEV
		Tax Segment DOEs	TM-T4AA, TM-T4AB,
			TM-T4AC, TM-T4AC,
			TM-T4AE, TM-T4AF,
			TM-T4AG, TM-T4AH,
			TM-T4AI, TM-T4AL,
			TM-T4AN, TM-T4AO,
			TM-T4AP, TM-T4AR,
			TM-T4AS, TM-T4AT,
			TM-T4AU, TM-T4AV,
	TM-T4B, TM-T4C,		
	TM-T4D1 - TM-T4D4,		
	TM-T4E, TM-T4F,		
	TM-T4G, TM-T4H,		
	TM-T4I1 - TM-T4I9,		
	TM-T4J, TM-T4L,		
	TM-T4M, TM-T4N,		
	TM-T4O,		
	TM-T4R1 - TM-T4R4,		
	TM-T4S,		
	TM-T4U1 - TM-T4U9,		
	TM-T4V, TM-T4W,		
	TM-T4X, TM-T4Y,		
	TM-T4Z		
	DOE Definitions	TM-BNUS, TM-RTRO	
	T4/Relevé 1 Footnote Cross-Reference	TM-FTN1 - TM-FTN3	
	Numbers	TM-FTR1 - TM-FTR3	
	Employer Business Number	TM-TUU0 - TM-TUU9	
	Relevé Tape Record Number	TM-UW00	
	Relevé Employer Name Data	TM-Z106 - TM-Z110	
	T4 Tape Transmitter Data	TM-Z001 - TM-Z004	
	T4 Tape Summary Data	TM-Z101 - TM-Z105	

(continued)

System/Module	Selection Transaction	Application Contents	Transactions Included
Regulatory Reporting	REG Note: This transaction is used to specify the regulatory reporting record types to include in the output report. It is also used to narrow the scope of record map information to print by report ID, authority code, and form code.	Record Map Data Magnetic File and Form Indicators Report Parameter Control	SRM001 SRO001 GEN001, GEN002 GRP001 - GRP004 LOC001 PRT001, PRT002 SRT001, SRT002
Personnel	PMR	EEO Code Translations	T64-001 - T64-005, T64-106, T64-107, T65-001 - T65-015 T66
	WFO	Workforce Utilization Protected Class Statistics Workforce Utilization Code Translations	T61-001 - T61-003 T63
	MBC	Canadian Personnel	T69-001 - T69-009
Benefits/ERISA	BEN	Benefits Plans	T21-001 - T21-002 T22-000, T22-001 T23-001 - T23-002 T24-000 - T24-005 T25-001 - T25-009
Life-to-Date	HIS	Driver and Driven Field Control	T33
Employee/Labor Relations	LRL	Code Translations and Structural Definitions	T71-001 - T75-001
Lost Time	LST	Code Translations	T41-001 - T46-001
Position Control	POS	Position Narratives Salary Range Specifications	T11 T12, T13

HRMS Tables File - File Maintenance Report (PRV301)

HRMS TABLES FILE FILE MAINTENANCE REPORT PRV301							LIFE-TO-DATE HISTORY - FIELD CONTROL (MH4)							PAGE 001 AS OF 09-08-1997	
LEVELS ALWB							ONE	TWO	THREE	FOUR	FIVE	SIX	SEVEN		
BEFORE	T33	001	601021	999	19970724	9999	615044	615041	615043	609041	610051				
AFTER	T33	001	601021	999	19970724	9999	615044	615041	615043	609041	610051				
BEFORE	T33	001	607039	999	19970724	9999	607009	607029							
AFTER	T33	001	607039	999	19970724	9999	607009	607029							
BEFORE	T33	001	607043	999	19970724	9999	607044	607045	607046	607047	607049	607050	607052		
AFTER	T33	001	607043	999	19970724	9999	607044	607045	607046	607047	607049	607050	607052		
BEFORE	T33	001	607053	999	19970724	9999	607055	607056	607058	607059	607061	607062			
AFTER	T33	001	607053	999	19970724	9999	607055	607056	607058	607059	607061	607062			
BEFORE	T33	001	610051	999	19970724	9999	610001	610006	601021						
AFTER	T33	001	610051	999	19970724	9999	610001	610006	601021						

Generated By

PLV300

Printed By

PLV300

Sequence

Application code. See the report description for PRV501.

Control Transactions

CTL (optional, if not entered is system generated)

Purpose

Provides an audit trail of maintenance activity to the HRMS Tables File.

Explanation

The detail line includes all data maintained on the Tables File records and an indicator of the type maintenance performed.

- For changed records, both before and after images are printed.
- For added records, all new data is printed.
- For deleted records, the data being deleted from the Tables File record is printed.

HRMS Tables File - Input Transaction List (PRV100)

HRMS TABLE FILE								PAGE	2
INPUT TRANSACTION LIST								AS OF	01-09-1998
PRV100									
	1	2	3	4	5	6	7	8	
123456789012345678901234567890123456789012345678901234567890									ERROR MESSAGE
CIL		*							INVALID TRANSACTION CODE
TMJW9302								A	INVALID TRANSACTION CODE
TMJW9401								C	INVALID TRANSACTION CODE
TMJW9507								C	INVALID TRANSACTION CODE
TMJW9606								C	INVALID TRANSACTION CODE
TMJW9704								C	INVALID TRANSACTION CODE
TMJW9803								C	INVALID TRANSACTION CODE
TMJW9902								C	INVALID TRANSACTION CODE
CIL		**							INVALID TRANSACTION CODE
CIL990710		**							INVALID TRANSACTION CODE
TMJW00	12345612								MAINT CODE BLANK - SET TO C
			TRANS	TRANS	TRANS	TRANS			
			CODE	IN	OUT	REJ			
			AD	1	1	0			
			AE	1	1	0			
			AF	1	1	0			
			DOE	779	779	0			
			FRM001	6	6	0			
			GEN001	7	7	0			
			GEN002	7	7	0			
			GRP003	3	3	0			
			LOC001	40	40	0			
			PRT001	7	7	0			
			SRT002	1	1	0			
			TA	13	13	0			
			TB	4	4	0			
			TC	212	212	0			
			TD	85	85	0			
			TE	60	60	0			
			TF	7	7	0			
			TG	20	20	0			
			TH1	21	21	0			
			TH2	8	8	0			
			TL	3	3	0			
			TM-ENUS	3	3	0			
			TM-FTA1	6	6	0			
			TM-FTA2	6	6	0			
			TM-FIN1	3	3	0			
			TM-FIN2	3	3	0			
			TM-FIN3	3	3	0			
			TM-FIR1	3	3	0			
			TM-FIR2	3	3	0			
			TM-FIR3	3	3	0			
			TM-FTT1	3	3	0			
			TM-FTT2	3	3	0			
			TM-FTT3	3	3	0			
			TM-ROEA	3	3	0			
			TM-ROEV	3	3	0			
			TM-ROH1	4	4	0			

Generated By

PPV100

Printed By

PPV100

Sequence

Order in which transactions are entered.

Control Transactions

CTL (optional) if not entered will be system generated.

Purpose

Provides an audit trail with totals of transactions listed in transaction code order and shows errors if the transaction is not a valid Tables File transaction.

Explanation

The detail line shows the 80-character transaction image and associated messages. The report can include either all transactions or only transactions with errors.

Shows error messages for each field on the transactions.

Generation of the detail lines on this report is controlled by the CTL transaction.

HRMS Tables File - Input Transaction Summary (PRV302)

HRMS TABLES FILE	LIFE-TO-DATE HISTORY - FIELD CONTROL (M44)			PAGE 001
INPUT TRANSACTION SUMMARY				AS OF 09-08-1997
PRV302				
	TRANS	TRANS	TRANS	TRANS
	CODE	IN	OUT	REJ
	TOTAL	6	6	0

Generated By

PLV300

Printed By

PLV300

Sequence By

Application code. See the report description for the HRMS Tables File - File List (PRV501).

Control Transactions

None

Purpose

Provides a total of transactions entered to update the HRMS Tables File.

Total transactions input and output, and transactions rejected are printed for each transaction code and summarized for all transaction codes.

Explanation

Total transactions in and out, and transactions rejected are printed for each application.

HRMS Tables File - Reports Run Control (PRV500)

HRMS TABLE FILE								PAGE 001
FILE LIST RUN CONTROL PAGE								AS OF 06-30-1997
PRV500								
	1	2	3	4	5	6	7	8
123456789012345678901234567890123456789012345678901234567890								
LST	970630							ERROR MESSAGE

Generated By

PPV500

Printed By

PPV500

Sequence

Automatic

Control Transactions

ALL	RUN	BEN	POS
PAY	PMR	LST	LRL
CAN	WFU	HIS	MBC
REG			

Purpose

Documents the selected processing options taking place during the current run.

Explanation

The information printed on this report includes the reports being produced, page break controls, and the report date. If there is an error on the HRMS Tables File report selection transaction, the transaction and an error message are printed.

HRMS Tables File - Run Control Page (PRV100)

HRMS TABLE FILE
RUN CONTROL PAGE
PRV100

PAGE 1
AS OF 09-24-1997

THE EVENTS TAKING PLACE ARE -----
VALIDATE AND UPDATE EXISTING FILE
UPDATE EXISTING FILE
THE REPORT OPTIONS ARE -----
INPUT TRANSACTION LIST - PRINT ONLY TRANSACTIONS WITH ERRORS
TRANSACTION VALIDATION - PRINT ONLY TRANSACTIONS WITH ERRORS
FILE MAINTENANCE REPORT - PRINT REPORT
START A NEW PAGE WHEN THERE IS A CHANGE IN APPLICATION CODE
AND LEVELS OF CONTROL
THE DATE TO APPEAR ON REPORTS IS ----- 09-24-1997

Generated By

PPV100

Printed By

PPV100

Sequence

Automatic

Control Transactions

CTL (optional) if not entered will be system-generated.

Purpose

Records the run control data from the CTL input control transaction.

Explanation

The information on this report includes the reports being produced, page break controls, and the report date. If there is an error on the CTL input control transaction, the transaction and an error message are printed.

Online Input Transaction Summary (PRO752)

INPUT TRANSACTION SUMMARY PRO752

1

CURRENT DATE 08/31/2001

	RECORD	COUNT	CONTROL		
CODE	IN	GENERATED	OUT	USED/DROP	
AA	1	0	1	0	
CS	5		5		
NA	1		1		
NB	1		1		
ND	1		1		
NG	1		1		
RA	5		5		
RB	1		1		
RD	3		3		
RK	1		1		
SA	1		1		
ZT	1		1		
PF1	1		1		
PF2	2		2		
PF3	2		2		
PF4	2		2		
PF5	1		1		
PF6	3		3		
PF7	3		3		
PF8	1		1		
PF9	3		3		
EG1	1		1		
EG2	1		1		
EG3	2		2		
EG4	2		2		
EG6	3		3		
PH1	1		1		
EV1	2		2		
EV2	2		2		
EV3	1		1		
EV4	10		10		
EV5	1		1		
EV6	1		1		
EV7	2		2		
EV8	2		2		
EV9	1		1		
TOTAL	79	0	79	0	0 REJECTED

END OF REPORT PRO752

Generated By

PPO720

Printed By

PPO720

Sequence

Transaction Code

Control Transactions

None

Purpose

Summarizes the number of transactions selected for processing.

Explanation

The following totals are listed by transaction code:

- Transactions in
- Transactions generated
- Transactions out
- Transactions used/dropped.

Grand totals print at the end of the report.

Input Transaction Listing (PRP200-01)

INPUT TRANSACTION LISTING PRP200-01													PAGE	1	
RUN DATE 4-30-2003															
CD	L1	L2	EMPLOYEE	INPUT TRANSACTION IMAGE				NOTES				SEQUENCE NO.			
			1	2	3	4	5	6	7	8	9	10	11	12	
12	34	56	7890123456	7890123456	7890123456	7890123456	7890123456	7890123456	7890123456	7890123456	7890123456	7890123456	7890123456	7890	
IC			030430X	UB	EXPANDED TO . . .										
IC			030430X	UB									0000000		
ZT	AL	WA	T111	R10060000000141800K0100000000358800	031234123412341234MNI234567890121121									0000208	
ZT	AL	WA	T111	R100600000000252910K0100000000358800	031234123412341234MNI234567890121121									F0000208	
													REC IS CHANGED		
ZT	AL	WA	T555	R100000000001503900									D0000604		
													RECORD IS DELETED		
NA	AL	WA	1111	30566630411	00000991704000	20000704								0001602	
NA	AL	WA	1111	204555203									R0001602		
													REC IS REPLACED		
YA	AL	WA	1234567890	123456789123456789123456789123456789123456789123123	PYA EXPANDED TO . . .										
YA	AL	WA	1234567890	0012345678900123456789001234567890012345678900123456789123123									PYA 0003608		
YC	AL	WA	1234567890	EXPANSION ERROR											
YE	AL	WA	1234567890	112345123456789123456712345671234512312345671234567	123456	PYA EXPANDED TO . . .									
YE	AL	WA	1234567890	1123450012345678900001234567000012345670000123451230000123456700001234567000123456									PYA 0010801		
YG	CN	DA	1234567890	990331123456712345	991231123456712345	CPYA EXPANDED TO . . .									
YG	CN	DA	1234567890	9903310000123456712345	9912310000123456712345									CPYA 0012401	
ZT	AL	WA	1234567890	112345123456711234512345671212123412341234111234567890121121	EXPANDED TO . . .										
ZT	AL	WA	1234567890	R1123450000123456711212345000012345671212123412341234111234567890121121									0016907		
ZU	AL	WA	1234567890	11234512345678901112121234AAAAABBBBCCCC11123456789012	1 EXPANDED TO . . .										
ZT	AL	WA	1234567890	R11234512345678901	12121234AAAAABBBBCCCC11123456789012	1								0019307	
AA	AL	WA	0000000000	1234561234561234561234561234561111MQY1									0023408		

Generated By

PPP200

Printed By

PLP200

Sequence

Order in which transactions are entered.

Control Transaction

IC

Purpose

Lists all transactions processed by the Transaction Load program (PLP200). This report also lists transaction code errors and messages concerning changes to the transaction file by the recycled input feature.

Explanation

This report lists all transactions entered. Depending on the IC option, the report will list all transactions, only transactions in error and/or a before and after image of 80-character transactions expanded to 120-character transactions. The report also includes messages for any automatically generated transactions and for activity associated with the recycled input feature, as well as reject messages for invalid transaction codes. This report is processed for batch clients only.

Input Transaction Summary (PRP200-02)

INPUT TRANSACTION SUMMARY PRP200-02							PAGE	4	
RUN DATE 4-30-2003									
LOADED TRANSACTIONS COUNT CONTROL									
MODULE	RECORD I.D.	IN-80	IN-120	IN-RECYCLE	GENERATED	OUTPUT	USED/DROP	DELETED	REJECT
	AA	0	2	1	0	3	0	0	0
	IC	1	0	0	0	1	0	0	0
	NA	16	1	6	2	21	2	2	0
LITH	FM 1	0	1	0	0	1	0	0	0
BENF	PP A	0	1	0	0	1	0	0	0
LTHS	PT Y	0	1	0	0	1	0	0	0
PERS	PV 8	0	1	0	0	1	0	0	0
PERS	PV 9	0	1	0	0	1	0	0	0
POSC	PW A	0	1	0	0	1	0	0	0
POSC	PW B	0	1	0	0	1	0	0	0
LAER	UL A	0	1	0	0	1	0	0	0
	ZT	0	1	14	0	13	7	2	0
	ZV	0	2	12	0	14	6	0	0
MODULE	RECORD I.D.	IN-80	IN-120	IN-RECYCLE	GENERATED	OUTPUT	USED/DROP	DELETED	REJECT
	FINAL TOTALS	280	252	35	4	562	17	4	1
END OF REPORT PRP200-02									

Generated By

PPP200

Printed By

PLP200

Sequence

Transaction code and separator code

Control Transactions

None

Purpose

Provides totals of all transaction activity by transaction code.

Explanation

The report provides a record counts for each type of activity input to Load (PLP200). The following discussion provides an explanation of each heading:

Module

This specifies to which module or subsystem the input transactions relates.

Module or Subsystem	Description
Blank	Payroll transactions
PERS	Personnel transactions
POSC	Position Control transactions
LABR	Labor Relations transactions
BENF	Benefits transactions
LTDH	Life-to-Date History transactions
LTHS	Lost Time Health and Safety Transactions
ERR*	Invalid Record ID, not recognized by Load

Report Heading

Heading	Description
Record ID	This identifies the transactions entered. The two left most characters correspond to columns 1 and 2 of the input transaction. The next 6 columns will specify the location of the transactions separator located in columns 17, 234, 77, 78, 79 or 80. In the preceding example, notice PV-8 where the transaction separator is located in column 17, and PT-Y where the transaction separator is located in column 24. This Record ID reflects only transactions that have been expanded. For example, you will never see a ZU transaction listed here. It is changed to a ZT transactions during the expansion process.
IN-80	This column reports record counts of individual transactions that were entered as 80-character transactions. These can be HCM:E transactions or user-defined transactions. (See the Technical Guide for instructions on how to input non-HCM:E transactions to Load.) This is input to file PWP02S.
IN-120	This column reports record counts of individual transactions that were entered as 120-character transactions.
IN-Recycle	This column heading will only appear on the report only if you have opted to do Recycle (Corrections) processing on the IC Card. If corrections are being processed, this column reports record counts of individual transactions that were on the Loaded Transactions file to be corrected. This is input file PWP04S.
Generated	This column reports record counts of any transactions generated during the Load process. Record counts of transactions generated by using the Levels file (PWP06S) or generated by expansion (ZU to ZT), or generated by correction replacement transactions are reported here.
Output	This column reports the number of valid transactions of the specified Record ID that are written to the Loaded Transaction file.
Used/Drop	This column reports the number of transactions that are changed or replaced by Recycle (Corrections) processing. If the transaction was replaced there will be a corresponding count in the Generated column. This column also reports transactions that are dropped during use of Levels processing. Those transactions with wildcard L1, L2's are dropped when the correct L1, L2 transaction is generated. Again, a corresponding count will be in the Generated column.
Deleted	This column heading will appear on the report only if you have opted to do Recycle (Corrections) processing on the IC card. If corrections are being processing, this column reports record counts of transactions that were deleted.
Reject	This column reports record counts of Record IDs that were not valid to Load. Record IDs in error will list individually up to 59 different IDs. At that point any additional invalid IDs will list as a lump sum under the Record ID Invalid Rec ID.

Master File Audit Trail Lines

MASTER FILE AUDIT FOR	FILE RUN TYPE - CURRENT	DATE	TIME
THIS PAGE PREPARED		12/31/2000	15.36.25
MASTER FILE CONTROLS IN		12/31/2000	11.10.57
VALID TRANSACTION FILE CONTROLS		12/31/2000	15.36.15
WARNING *** NO FILE CONTROL VERIFICATION FOR THIS RUN			
*** NO FILE CONTROL UPDATING FOR THIS RUN			

Generated By

PLP000

Printed By

See the chart on the following pages.

Sequence

Level 1-level 2

Control Transactions

None

Purpose

Master file audit trail lines are extra lines on certain reports that describe any change to information on the Employee Master File by type of master file processed (current, period-end, rerun). This control information is printed each time a Valid Transaction file is created and the Employee Master File is updated.

You can use this information to track all activity that changes or updates the Employee Master File, and to ensure that the Employee Master File is processed with the correct Valid Transaction file. If a file control error does occur, this report will help you match your Employee Master File to the correct Valid Transaction file and/or restore any lost data.

Explanation

Master file audit trail lines are printed on all reports from Transaction Validate (PLP400) and all programs which update the Employee Master File (PLP600, PLP700P, and PLP900). The actual lines printed on a report vary slightly by program. The Employee Master Copy Services program (PLP000) produces all master file audit information. (See the HRMS Employee Master Copy Services report.) Master file audit trail lines are printed after totals for each organization processed and at the end of the report. For each organization processed, they include:

Line Number	Description of Data	Program Printed By
1	Level 1-level 2 and the type of master file processed (current, period-end, or rerun)	PLP400 PLP600 PLP700 PLP900
2	The date and time the page was prepared	PLP400 PLP600 PLP700 PLP900
3	The date and time controls of the last update to this organization	PLP400 PLP600 PLP700 PLP900
4	The date and time controls of the current update to this organization	PLP400 PLP600 PLP700 PLP900
5	The date and time controls of the Valid Transaction file	PLP400 PLP600 PLP700 PLP900
6	The organization date and time controls expected by Update Master file (PLP600) when this transaction file is processed	PLP400
7	The organization date and time controls expected by Payroll Compute (PLP700) when this transaction file is processed. These are printed by Update Master file (PLP600). This line is printed by Transaction Validate (PLP400) when only adjustments and pay entry transactions are entered. When these controls are printed by Transaction Validate, Update Master file does not need to be executed for this organization.	PLP400 PLP600

(continued)

Line Number	Description of Data	Program Printed By
8	A warning that the organization date and time controls from the Employee Master File were not verified against the HRMS Tables File. This happens only when file control verification is overridden on the Tables File.	PLP400 PLP600 PLP700 PLP900
9	A warning that the Valid Transaction file date and time controls were not verified against the HRMS Tables File; prints only when file control verification is overridden on the Tables File.	PLP600 PLP700
10	A warning that file control verification and updating was not done for this organization; prints only when file control verification is overridden on the Tables File.	PLP400 PLP600 PLP700 PLP900
For each master file processed, the following lines are included on the master audit trail:		
11	The type of master file processed (current, period-end, or rerun)	PLP400 PLP600 PLP700 PLP900
12	The date and time the page was prepared	PLP400 PLP600 PLP700 PLP900
13	The date and time controls of the last update to this master file	PLP400 PLP600 PLP700 PLP900
14	The date and time controls of the current update to this master file	PLP600 PLP700 PLP900
15	The date and time controls of the Valid Transaction file	PLP400 PLP600 PLP700
16	A warning that file control verification was not done for the entire run; prints only when file control verification is overridden in the HRMS Tables File.	PLP400 PLP600 PLP700 PLP900
17	A warning that file control verification and updating was not done for the entire run; prints only when file control updating is, overridden in the HRMS Tables File.	PLP400 PLP600 PLP700 PLP900

Master File Maintenance Report (PRP600)

FILE MAINTENANCE REPORT PRP600									
ALWB SYSTEM TEST ORG ALWB X									
RUN DATE 12-31-2000									
US COMBINED, W2/1099R, POS CTL									
PAGE 1									
PERIOD END DATE 12-31-2000									
A A AL WB 19970815 19970831 19970828 19970831 19970828 1 1 1 1 Y 0									
A A AL WB 20001231 20001231 20001231 20001231 20001231 0 0 0 0 0									
PG5 AL WB 3010 4 3 00 0 0 1BS3									
PG5 AL WB 3010 4 3 00 0 0 1BS3									
PG1 AL WB 3012									
PG1 AL WB 3012 CC 2CRD CARD TWO									
PG6 AL WB 3014 19900101 40.00 40.00 16.00 CPA01									
PG6 AL WB 3014 19900101 40.00 40.00 16.00 PRFL1 PRFL2									
PV1 AL WB 3016 19981201									
PH1 AL WB 3018 1 AL WB 19980101 00 000 01									
PH1 AL WB 3018 2 AL WA 19940301 02 000 01									
PH1 AL WB 3018 3 AL WB 0003 0004 0005 00000000 000 00									
PH1 AL WB 3018 4 AL WB 0003 0004 0005 00000000 000 00									
PH1 AL WB 3018 5 HR EM 0003 0004 0005 ACC1050001 00000000 111 02									
R A AL WB 3020 0003 0004 0005 456328976 2 5 7.1423 80.00 571.38 NH									
R A AL WB 3020 0003 0004 0005 456328976 2 5 7.1423 80.00 1200.00 NH									
FILE MAINTENANCE REPORT PRP600									
ALWA SYSTEM TEST ORG ALWA X									
RUN DATE 12-31-1999									
US COMBINED, W2/1099R, BENEFIT									
PAGE 2									
PERIOD END DATE 12-31-1999									
L1 L2 RECORDS* TOT-SEG EMPLOYEES* TOTAL ACTIVE INACTIVE TERM NEW									
AL WA IN 6,847 758 747 6 5									
OUT 6,847 758 747 6 5									
L1 L2 EMPLOYEES* WEEKLY BI-WEEKLY SEMI-MO MONTHLY SEGMENTS D/OE SALITA TRANSACTIONS* MAINT									
AL WA IN 34 624 64 36 178 2,658 2									
OUT 34 624 64 36 178 2,658									

Generated By

PRP600

Printed By

PLP600

Sequence

Transaction and Employee Master File order

Control Transactions

CS-1

Purpose

Provides an audit report that displays all new and changed Employee Master File data fields for both organization and employee records.

Explanation

The detail shows the transaction code, level 1-level 2, employee number, and all Employee Master File fields changed (or new) in the order in which they appear on the transaction.

- If a new transaction is entered, only the new data is printed.
- If data is changed, the old and new data is printed.
- If data is deleted, only the data being deleted is printed.

You can choose to print either a summary or detailed report.

Control totals are printed at each level 1-level 2 break and grand totals are printed at the end of the report.

Employee Master File Print (PRR950)

RUN DATE 08-28-2013										MATTHEW SMITH ASSOCIATES, INC.										PAGE 2																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
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Generated By

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Sequence

Employee Master File sequence:

1. Level 1-level 2
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Control Transactions

C1, C2, T01-001 or A*

Purpose

Prints all information, by employee, in either the Employee Master File or the Payroll Reporting Detail file.

Explanation

You can print the entire file or selected records for either the Employee Master File or the Payroll Reporting Detail file. Then, each selected employee record is printed on as many pages as necessary to print all of the employee's segments. For the Payroll Reporting Detail file, there may be multiple record sets of information printed per employee. A new page is started for each employee. The trailer information, if printed, is on the final page.

For U.S. organizations, federal and FICA/Medicare taxes are reflected in RSN202 for the user's convenience in reviewing gross-to-net. These figures do not actually reside in the 202 segment; they exist only in the 300 and 301 segments respectively. The state, county, city and SUI/SDI taxes in the 202 segment are summarized from the 302-319 segments.

For Canadian organizations, segments 300 through 309 contain federal and province wage and tax information. The type code for the segment indicates whether the information is for a T4 (type 4), Releve 1 (type 5), Releve 2 (type 6), or T4 (type 7). Certain fields on these segments are tied to a DOE number that is stored on the record and printed on this report.

Realtime Employee Master Update Audit Trail (PRQ100)

ONLINE UPDATE		PRQ100				L1 AL	PAGE 2
AUDIT TRAIL						L2 WA	DATE 12/14/2000
EMPLOYEE	OPER	SYS	SCR	FIELD	VALUE		DATE
NUMBER	ID	NO	NO	NAME			TIME
							TERMINAL
DEMO	000001	1	216	DOE 01 - METHOD CODE	BEFORE		2000/11/27
					AFTER 1		19.01.12
				DOE 01 - PERIOD CODE	BEFORE		0004
					AFTER A		
				DOE 01 - TYPE CODE	BEFORE		
					AFTER 1		
ONLINE UPDATE		PRQ100				L1 AL	PAGE 3
AUDIT TRAIL						L2 WA	DATE 12/14/2000
EMPLOYEE	OPER	SYS	SCR	FIELD	VALUE		DATE
NUMBER	ID	NO	NO	NAME			TIME
							TERMINAL
DEMO	000001	1	218	NEW EMPLOYEE - LAST NAME	BEFORE		2000/10/03
					AFTER LASTNAME		11.22.40
				NEW EMPLOYEE - NAME SUFFIX	BEFORE		0005
					AFTER SR.		
				NEW EMPLOYEE - FIRST NAME	BEFORE		
					AFTER FIRSTNAME		
				NEW EMPLOYEE - MIDDLE NAME	BEFORE		
					AFTER MIDDLENAME		
				NEW EMPLOYEE - PAY FREQUENCY	BEFORE		
					AFTER 1		
				NEW EMPLOYEE - PAY CODE	BEFORE		
					AFTER 2		
				NEW EMPLOYEE - HOURS WORKED	BEFORE		
					AFTER .00		
				NEW EMPLOYEE - HOURLY RATE	BEFORE		
					AFTER .0000		
				NEW EMPLOYEE - SALARY	BEFORE		
					AFTER .00		
				NEW EMPLOYEE - EMPLOYMENT DATE	BEFORE		
					AFTER / /		
				NEW EMPLOYEE - SOCIAL SECURITY	BEFORE		
					AFTER 123456789		
				NEW EMPLOYEE - SHIFT	BEFORE		
					AFTER 0		
				NEW EMPLOYEE - AGE	BEFORE		
					AFTER 000		
				NEW EMPLOYEE - BIRTHDATE	BEFORE		
					AFTER 2000/10/03		
				NEW EMPLOYEE - SEX	BEFORE		
					AFTER M		
				NEW EMPLOYEE - EEOC GROUP CODE	BEFORE		
					AFTER AA		
				NEW EMPLOYEE - ADDRESS-1	BEFORE		
					AFTER GEAC ENTERPRICE SOLUTIONS		
				NEW EMPLOYEE - ADDRESS-2	BEFORE		
					AFTER 66 PERIMETER CENTER EAST		
ONLINE UPDATE		PRQ100					PAGE 249
AUDIT TRAIL							DATE 12/14/2000

TOTALS	NUMBER OF EMPLOYEE MASTER FILE SEGMENTS ADDED	432
	NUMBER OF EMPLOYEE MASTER FILE SEGMENTS CHANGED	564
	NUMBER OF EMPLOYEE MASTER FILE SEGMENTS DELETED	0
	NUMBER OF EMPLOYEE MASTER FILE FIELDS CHANGED	2,247
	NUMBER OF TRANSACTIONS GENERATED	0

PDQ100-01 - PPQ100 ENDED Placeholder

Generated By

PLQ100

Printed By

PLQ100

Sequence

1. Major: Level 1-level 2
2. Optional: Employee number
3. System and screen number
4. Operator ID
5. Date and time the change was made.

Control Transactions

AUDIT

Note: AUDIT determines the options you listed in the sequence.

Purpose

Provides an audit trail of realtime updates to the Employee Master File.

Explanation

For each organization processed, the report shows each field on the Employee Master File that was updated online. For each field changed the report lists the:

- Employee number
- Operator ID
- Number of the system and screen on which the change was made
- Name of the field changed
- Before and after images of the field
- Date and time the change was made, and the terminal ID.

For each organization processed and as a grand total of all organizations processed, there is a summary which shows the number of:

- Fields changed
- Segments added
- Segments modified
- Transactions generated for Life-to-Date History and Position Control.

Realtime Tables File Recovery Load Report (PRT908)

ONLINE UPDATE	PRT908	PAGE	1
TABLES FILE RECOVERY		DATE	10/23/1997
RUN CONTROL PAGE			
PROCESS AUDIT FILE FOR FORWARD RECOVERY			
FROM 10/01/1997 TO 10/05/1997			
ONLINE UPDATE	PRT908	PAGE	2
TABLES FILE RECOVERY		DATE	10/23/1997
TOTALS			
	NUMBER OF AUDIT DATABASE RECORDS READ	32	
	NUMBER OF TABLES FILE RECORDS READ	3	
	NUMBER OF SORT RECORDS WRITTEN	1	
PDT908-01 - PPT908 ENDED			

Generated By

PPT908

Printed By

PPT908

Sequence

N/A

Control Transactions

RECOV

Purpose

To report processing options entered for the run control transaction. Prints totals of Audit Database and Tables File Audit records read and sort records written. Any error messages appear on the report.

Explanation

The report indicates whether forward or backward recovery processing was requested and the from and to dates. The from and to dates determine which Audit file records are written to the output file for sorting.

The totals page reflects the total Audit file records read and how many were Tables File Audit records. It also shows the total records written to the output file for sorting.

Realtime Tables File Recovery Process Report (PRT910)

ONLINE UPDATE	PRT910	PAGE	1						
TABLES FILE RECOVERY									
AUDIT FILE KEY	TERMID	REC CODE	APPL CODE	TIE BREAKER	SYS NO	SCR NO	DATE	TIME	OPER ID
AUDIT KEY AAAA			1	PAD	01		1	304	10/24/1997 12:36:17
000002									
BEFORE	PADAFO31A	01		FIRST ATLANTA				ATLANTA, GA	
30456100000000									
AFTER	PADAFO31A	01		SECOND ATLANTA				ATLANTA, GA	
30456100000000									
AUDIT KEY AAAA			1	PAD	01		1	304	10/24/1997 12:36:37
000002									
BEFORE	PADAFO31A	02		FULTON FEDERAL				SMYRNA, GA	
30956200000000									
AFTER	PADAFO31A	02		F FEDERAL				SMYRNA, GA	
30956200000000									
ONLINE UPDATE	PRT910	PAGE	2						
TABLES FILE RECOVERY		DATE 10/24/1997							
TOTALS									
NUMBER OF SORTED FILE RECORDS READ				1					
NUMBER OF TABLES FILE RECORDS CHANGED				2					
NUMBER OF TABLES FILE RECORDS ADDED				0					
NUMBER OF TABLES FILE RECORDS DELETED				0					
NUMBER OF ERRORS DETECTED				0					
PDT910-01 - PPT910 ENDED									

Generated By

PPT910

Printed By

PPT910

Sequence

Ascending for Forward Recovery and Descending for Backward Recovery By:

1. Date
2. Time of update
3. Tie Breaker.

Control Transactions

RECOV

Purpose

Provides an auditing tool to confirm Tables File recovery.

Explanation

Each audit file record selected for a specific date and time range is compared with the corresponding Tables File record. If the Tables File record images on the audit file match the Tables File, recovery update occurs.

This report shows the before and after images of the Tables File record updated during the recovery process. It also prints the associated audit file key. If conflicts are encountered during the comparison process, an error message prints on the report.

The totals page reflects the total sorted records read, the total tables file records read, added, and deleted, and the number of errors detected.

Realtime Tables File Audit Trail Load Report (PRT918)

ONLINE TABLES FILE UPDATE	PRT918	PAGE	2
AUDIT TRAIL		DATE	08/31/2001
TOTALS			
	NUMBER OF AUDIT DATABASE RECORDS READ		32
	NUMBER OF TABLES FILE RECORDS READ		3
	NUMBER OF SORT RECORDS WRITTEN		4
PDT918-01 - PPT918 ENDED			

Generated By

PPT918

Printed By

PPT918

Sequence

Automatic

Control Transactions

TABLE

Purpose

Provides a run control page which itemizes the processes and sequence of the Realtime Tables File Audit Trail report and lists the number of audit file records read and written to the output file for sorting.

Explanation

The run control transaction provides the process and sequence options. Two processes may occur when the Audit Trail report is requested. The first process prints the report. The second process, which is optional, purges Tables File audit records from the audit file. Be sure to run the Audit File Backup program before purging records.

Two sequence options may be requested: report sequence or page break information.

The totals page reflects the total audit file records read and how many were Tables File audit records. It also lists the number of records written to the output file for sorting. If edit errors are detected on the run control transaction, processing stops and an error message prints on the report.

Realtime Tables File Audit Trail Process Report (PRT920)

ONLINE TABLES FILE UPDATE				PRT920				SYSTEM APPLICATION PAYROLL				PAGE 1		
AUDIT TRAIL												DATE 08/31/2001		
APPL.	L1/L2	OPER	SYS	RECORD	FIELD		VALUE		DATE		TIME		TERMINAL	
CODE		ID	NO.	CODE	NAME				CHANGED	CHANGED	ID			
PDE	AL WA	000001	1	DOE-001	DOE CODE		BEFORE		1997/10/22	18:32:14	X032			
							AFTER		EC					
							PRIORITY		BEFORE					
							AFTER		0003					
							TYPE CODE		BEFORE					
							AFTER		E					
							DESCRIPTION		BEFORE					
							AFTER		BOND 3					
							FEDERAL TAX		BEFORE					
							AFTER		1					
							STATE/PROVINCIAL TAX		BEFORE					
							AFTER		1					
							LOCAL TAX		BEFORE					
							AFTER		1					
							FICA/CPP-QPP TAX		BEFORE					
							AFTER		1					
							FUI/UIC TAX		BEFORE					
							AFTER		1					
							SUI-SDI/QM-TAX		BEFORE					
							AFTER		1					

Generated By

PPT920

Printed By

PPT920

Sequence

Determined by input options on the run control transaction. System application is always high-level sort sequence. Low level can be one or all of the following sequences, in any order:

- Level 1 - level 2
- Tables file application
- Operator ID

- Terminal ID
- Date/time of update
- System number.

Control Transactions

TABLE

Purpose

Provides an auditing tool to confirm update of Realtime Tables file.

Explanation

Every field that is updated on Realtime Tables file screens is reported on the audit trail. For each Tables File record updated the following is printed: field name, before and after field image, and audit key information. Some data is also printed for unique fields. The before and after images are for ID purposes only and are not included in the total number of fields changed.

The totals page lists the number of Tables File records added and changed. It also gives the number of fields changed by the user. If a field was not changed by the user but has a default value, it is included in the total number of fields changed.

Release Error Report (PRO710-3)

RELEASE ERROR REPORT - PRO710-3

PAGE 1

RUN DATE 08/ 31/ 2001

TR LEVEL	EFFECT	ADJUST	TIME	MAINT
CD L1 L2	DATE	RECORDS	TRANS	MESSAGES

Generated By

PPO710

Printed By

PPO710

Sequence

Level 1-level 2

Control Transactions

OB

Purpose

Documents errors encountered while selecting transactions for processing.

Explanation

The following information prints for each error encountered:

- Level 1-level 2
- Effective date
- Transaction selection options
- Associated message.

Generated By

Printed By

Reports Guide

Sequence

1. Level 1-level 2
2. Record type
3. Employee number
4. First character of transaction code
5. Separator code
6. Second character of transaction code
7. Pay entry transaction code.

Control Transactions

CS-1

Purpose

Lists detailed information on all transactions processed by Transaction Validate (PLP400).

Explanation

Each transaction is listed in 120-column format. Any rejection or warning messages are printed below the transaction. You can choose to print all transactions or only those with warning or rejection messages.

A process summary shows total number for any transactions read, generated, partially rejected, and rejected. ZT and ZV pay entry transactions, hours, and earnings are also listed. These are the same totals as shown on the Time Entry Proof List and can be checked against the Time Entry Proof List for initial balancing.

Online Security File Print (PRO670)

Program: PPO670		File: LKPDSEC		Operator Security Report										PAGE 1		Date 12/02/2010											
Sys Nbr: 01 Type Code: 0 Operator Id: 000001										Security Option: I - Inquiry Only, N - Not Allowed																	
L1/L2/Rec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	
	Cd		Opt		Opt		Opt		Opt		Opt		Opt		Opt		Opt		Opt		Opt		Opt		Opt		
* *	2																	500	I								
L1/L2/Rec	TF	Sec	TF	Sec	TF	Sec	TF	Sec	TF	Sec	TF	Sec	TF	Sec	TF	Sec	TF	Sec	TF	Sec	TF	Sec	TF	Sec	TF	Sec	
	Cd	App	Opt	App	Opt	App	Opt	App	Opt	App	Opt	App	Opt	App	Opt	App	Opt	App	Opt	App	Opt	App	Opt	App	Opt	App	
AL WA	1	AA0	N	AA1	N	ATX	I	CSD	N	CIR	N	IES	N					EDE	I								
L1/L2/Rec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	Mnu	Sec	
	Cd		Opt		Opt		Opt		Opt		Opt		Opt		Opt		Opt		Opt		Opt		Opt		Opt		
AL WA	2	002	I			005	I			007	I	700	N	200	N	234	N						600	N	900	N	
L1/L2/Rec	Scr	Rng	Sec	Scr	Rng	Sec	Scr	Rng	Sec	Scr	Rng	Sec	Scr	Rng	Sec	Scr	Rng	Sec	Scr	Rng	Sec	Scr	Rng	Sec	Scr	Rng	
	Cd	Beg	End	Opt	Beg	End	Opt	Beg	End	Opt	Beg	End	Opt	Beg	End	Opt	Beg	End	Opt	Beg	End	Opt	Beg	End	Opt	Beg	
AL WA	3	060	077	I																							
L1/L2/Rec	Code Global Access																										
AL BL	0																								I		
L1/L2/Rec	Scr	Sec	Scr	Sec	Scr	Sec	Scr	Sec	Scr	Sec	Scr	Sec	Scr	Sec	Scr	Sec	Scr	Sec	Scr	Sec	Scr	Sec	Scr	Sec	Scr		
	Cd		Opt		Opt		Opt		Opt		Opt		Opt		Opt		Opt		Opt		Opt		Opt		Opt		
TN RA	4	010	I	011	I	013	I	020	I	022	I	024	I	040	I	041	I	042	I	043	N	044	I	045	N	046	I
		049	N	050	N	055	I	056	N	057	I	058	N	060	I	061	I	062	I	063	I	064	N	065	N	066	N
		069	I	073	I	076	I	077	I	129	I	130	N	131	I	132	N	134	I	138	N	201	N	202	I	203	N
		207	N	208	I	218	I	219	I	220	I	221	I	222	I	223	N	224	I	225	I	230	I	231	N	232	I
		742	N	743	I	744	N	745	I	746	N	801	I	802	N	803	I	804	N	805	I						

Generated By

PPO670

Printed By

PPO670

Purpose

Lists all HCM:E security records on the DCI LKPDSEC File.

Explanation

If PPO670 is run after PPO660, conditional JCL can be used to run PPO670 only if the return code for PPO660 is less than 12.

Online Security File Audit Trail Load Report (PRO680)

Online Security File Update	PRO680	PAGE	1
Audit Trail		Date	11/09/2010
Run Control Page			
The events taking place are ----			
PRINT AUDIT TRAIL			
PURGE AUDIT DATABASE SECURITY FILE RECORDS			
The sequence of the audit trail is ----			
SECURITY RECORD TYPE			
SCREEN NUMBER			
RECORD CODE			
DATE AND TIME OF CHANGE			
Start a new page when there is a change in ----			
SECURITY RECORD TYPE			
Online Security File Update	PRO680	PAGE	2
Audit Trail		Date	11/09/2010
TOTALS			
Number of Audit Database Records Read	42		
Number of Security Records Read	42		
Number of Sort Records Written	43		

Generated By

PPO680

Printed By

PPO680

Control Transactions

SECURITY

Purpose

Provides a run control page that itemizes the processes and sequence of the Online Security File Audit Trail report and lists the number of audit file records read and written to the output file for sorting.

Explanation

The run control transaction provides the process and sequence options. Two processes can occur when the Audit Trail report is requested. The first process prints the report. The second process, which is optional, purges Online Security File audit records from the audit file. Be sure to run the Audit File Backup program before purging records.

Two sequence options can be requested: report sequence or page break information.

The totals page shows the total number of audit file records read and the number of these that were online security audit records. It also lists the number of records written to the output file for sorting.

If the run control transaction has edit errors, processing stops, and an error message prints on the report.

Online Security File Audit Trail Process Report (PRO690)

Online Security File Update					PRO690	Security Record Type Screen Level			PAGE	1
Audit Trail									Date	11/09/2010
Rec Type	Operator ID	L1/L2 Code	Rec Num	Screen Num	Field Name	Value	Date Changed	Time Changed	Terminal ID	
0	000020	* *	0	901	Operator ID	Before	2010/11/09	11:19:38	0001	
					Level 1	After 000020				
					Level 2	Before *				
					Global Security Option	After *				
						Before I				
0	000020	* *	0	901	Operator ID	Before 000020	2010/11/09	11:54:57	0001	
					Level 1	After *				
					Level 2	Before *				
					Global Security Option	After I				
						After				
0	000020	AL WA	0	901	Operator ID	Before	2010/11/09	10:48:42	0001	
					Level 1	After 000020				
					Level 2	After AL				
					Global Security Option	Before WA				
						Before N				
						After				
0	000020	AL WA	0	901	Operator ID	Before 000020	2010/11/09	10:49:26	0001	
					Level 1	After AL				
					Level 2	Before WA				
					Global Security Option	After N				
						Before				
						After				
0	000020	AL WA	0	901	Operator ID	Before	2010/11/09	13:49:10	0001	
						After 000020				

Generated By

PPO690

Printed By

PPO690

Sequence

Determined by input options on the run control transaction. The security type code is always the high-level sort sequence. The low-level sort sequence can be any or all of the following fields in the sequence you want:

- Operator ID
- Level 1/Level 2
- Screen Number
- Security Record Code
- Date and Time of Change

Control Transactions

SECURITY

Purpose

Provides an auditing tool that you can use to confirm that the Realtime Tables File was updated properly.

Explanation

Every field updated on Realtime Tables File screens is reported on the audit trail. The following information is printed for each updated Tables File record:

- Field name
- Before and after field image
- Audit key information.

Some data is also printed for unique fields. The before and after images are for identification only, and they are not included in the total number of fields changed.

The totals page lists the number of Tables File records added and changed. It also gives the number of fields changed by the user. If a field was not changed by the user, but it had a default value inserted, it is included in the total number of fields changed.

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Introduction

The reports in this chapter are those related to Payroll.

ACH Tape/Audit Report (PRR411)

ACH AUDIT REPORT PRR411			SYSTEM TEST ORG ALWA			X			PAGE 1		
RUN DATE 10-19-2000			US COMBINED, W2/1099R, BENEFIT						PERIOD END DATE 10-19-00		
CORRESPONDENT BANK-BANK CODE 9			BANK ID 011099660			CO ID ALWA			TAPE 00 FILE ID A		
NORMAL CHECKING											
DEPOSIT	ACCOUNT	DEPOSIT	NAME			EMP NUMBER	TRACE ID	**	CHILD SUPPORT ONLY **		
DATE	NUMBER	AMOUNT							CASE ID MED SUP IND		
10-19-2000	12345678901	92.35	WARD, III. JACKIE ALWA1026				1026		0000001		
TOTAL DEPOSITS		TOTAL AMOUNT									
1		92.35									
BANK CD/ABA/INST ID: CODE9		DEPOSITS	DROPPED	AMOUNT		DROPPED					
NORMAL CHECKING		1	0	92.35		0.00					
NORMAL SAVINGS		0	0	0.00		0.00					
CHILD SUPPORT		0	0	0.00		0.00					
MISCELLANEOUS CHECKING		0	0	0.00		0.00					
MISCELLANEOUS SAVINGS		0	0	0.00		0.00					
TOTAL DEPOSITS & AMOUNT		1	0	92.35		0.00					

** RECORD(S) BYPASSED ON TAPE 00 *** LARGER DEPOSIT -RECORD(S) BYPASSED *											

L1L2	DATE	BANK	SV	ACCT NO	EMP NO	EMP NAME	AMOUNT				
ALWA 20001019 011000028 1 12345678901234561 1234 RUSSEL, FRANCES ALWA1234							426104126.57				
ACH AUDIT REPORT PRR411			SYSTEM TEST ORG ALWA			X			PAGE 2		
RUN DATE 10-19-2000			US COMBINED, W2/1099R, BENEFIT						PERIOD END DATE 10-19-00		
CORRESPONDENT BANK-STREET BANK			BANK ID 011000028			CO ID ALWA			TAPE 00 FILE ID A		
NORMAL CHECKING											
DEPOSIT	ACCOUNT	DEPOSIT	NAME			EMP NUMBER	TRACE ID	**	CHILD SUPPORT ONLY **		
DATE	NUMBER	AMOUNT							CASE ID MED SUP IND		
TOTAL DEPOSITS		TOTAL AMOUNT									
0		0.00									
BANK CD/ABA/INST ID: 011000028		DEPOSITS	DROPPED	AMOUNT		DROPPED					
NORMAL CHECKING		0	1	0.00		426,104,126.57					
NORMAL SAVINGS		0	0	0.00		0.00					
CHILD SUPPORT		0	0	0.00		0.00					
MISCELLANEOUS CHECKING		0	0	0.00		0.00					
MISCELLANEOUS SAVINGS		0	0	0.00		0.00					
TOTAL DEPOSITS & AMOUNT		0	1	0.00		426,104,126.57					

Generated By

PPR117

Printed By

PPR411

Sequence

Bank service type within bank

Control Transactions

AD, AE

Purpose

Provides a listing of the deposit entries in support of the ACH tape and reflects records that were not processed because of unmatched bank ID or missing account number. The Audit report includes totals by ACH account type, bank, and level 1-level 2 for balancing purposes.

Explanation

ACH Tape:

The ACH tape is an automated deposit method created in accordance with the standards published by the National Automated Clearing House Association (NACHA). Each tape, or file, contains

- A header record identifying the origin and destination of the file from the TW transaction
- An organization or batch header identifying your organization and bank from the TW and TX transactions
- The employee deposit detail, a batch control record with totals, and a file control record.

Audit Report:

The following information is printed:

- Deposit date
- Account number
- Deposit amount
- Employee name.

The total number of deposit entries and the total dollar amount are printed by ACH account type.

For each bank of deposit, ACH account type totals, total deposits, and the dollar amount for the bank are printed. Page numbers restart with 1 for each level 1-level 2.

There are conditions under which deposit entries cannot be processed. These conditions should be detected during the prenotification process. If the employee account number or account type code fields are blank, a message is displayed in the account number field and the employee record is not passed to the ACH file. For employee records with invalid information, these totals will appear under the dropped column in totals.

If the employee bank code does not match a TA bank locator record on the HRMS Tables File, the program skips to the top of a new page, displays a message, and lists the deposit details which are not passed to the ACH file because the bank cannot be identified.

If the bank ABA identification on the TA or TW record is not numeric, the program skips to the top of a new page, displays the invalid TA or TW record and lists the deposit details which cannot be passed to the ACH file because the bank cannot be properly identified. If the information on the TA transaction does not match, there will also be a console message for the operator.

ACH Transmittal Register Totals (PPR411)

ACH TRANSMITTAL REGISTER TOTALS PPR411									
PAGE 1									
RUN DATE 10-19-2000									
TAPES 00 FILE ID A									
----- TOTAL DEBITS -----									
----- TOTAL CREDITS -----									
----- FILE COUNTS -----									
-- RECORDS NOT PROCESSED --									
NUMBER	AMOUNT	NUMBER	AMOUNT	ENTRY/ADDENDA	HASH	NUMBER	AMOUNT		
0	0.00	3	477.38	3	0003310242	1	426,104,126.57		
ACH AUDIT REPORT PPR411									
SYSTEM TEST ORG CNDA X									
PAGE 1									
RUN DATE 10-19-2000									
CANADA COMBINED X									
PERIOD END DATE 10-19-00									
CORRESPONDENT BANK-3RD CANADA BANK									
BANK ID *32345678 CO ID CNDA									
TAPES 70 FILE ID A									
NORMAL CHECKING									
DEPOSIT	ACCOUNT	DEPOSIT	NAME	EMP NUMBER	TRACE ID	**	CHILD SUPPORT ONLY	**	
DATE	NUMBER	AMOUNT					CASE ID	MED SUP IND	
10-19-2000	12345678901	4,613,298.68	BROWN, GLORIA		1030	0000002			
10-19-2000	12345678901	32,089,172.81	BARNHARD, EVANGELINA CNDA1050		1050	0000003			
TOTAL DEPOSITS									
TOTAL AMOUNT									
2	36,702,471.49								
BANK CD/ABA/INST ID: CAN01									
DEPOSITS DROPPED AMOUNT DROPPED									
NORMAL CHECKING 2 0 36,702,471.49 0.00									
NORMAL SAVINGS 0 0 0.00 0.00									
CHILD SUPPORT 0 0 0.00 0.00									
MISCELLANEOUS CHECKING 0 0 0.00 0.00									
MISCELLANEOUS SAVINGS 0 0 0.00 0.00									
TOTAL DEPOSITS & AMOUNT 2 0 36,702,471.49 0.00									

Generated By

PPR117

Printed By

PPR411

Sequence

ACH File Identification (A-B)

Control Transactions

None

Purpose

Provides the necessary control information for preparation of the ACH (Automated Clearing House) Transmittal Register that must accompany the ACH tape when submitted to the bank or clearing house for processing.

Explanation

This report includes the following information:

- File Identification (A-B)
- Total number and dollar amount of debit entries. (These figures are always zero.)
- Total number and dollar amount of credit (deposit) entries
- Total number of detail entries on the file
- Total of ABA transit numbers on all employee deposit details—used by ACH for control purposes
- Total number and dollar amount of deposit entries not processed.

In addition to the above mentioned controls, NACHA requires certain tape or file identification information. This information can be obtained from your systems or operations department:

- File Specifications
 - Media
 - Density
 - Record format.
- External File Identification
 - Volume serial number
 - Data set name.

The format of the ACH Transmittal Register and the information contained on it can vary depending on the requirements defined by the bank or ACH. The information provided here may need to be transcribed into a format acceptable to your bank or ACH.

Active Employees Not Paid (PRPENP)

HRMS ACTIVE EMPLOYEES NOT PAID		PRPENP	SYSTEM TEST ORG ALWA	X	L1 AL	PAGE 1
			US COMBINED, W2/1099R, BENEFIT		L2 WA	RUN DATE 10/31/1997
EMPLOYEE NUMBER	EMPLOYEE NAME					
1158	ALLEN, BRENDA					
1178	AVERYS, DIAMUS					
1188	LAWYEAL, KATTIE					
1196	JONES, LISA					
1198	MURPHEY, SHELIA					
1202	CARS, RHONDA					
1210	KIRLAND, LAURA					
1214	MAST, SANDIE					
1218	SELLS, JIM					
1228	HILLS, ROSA					
1396	BAILEY, MOLLIE					
1398	CUMMINGS, HIDEAKI					
1446	ALSTON, BESSIE					
1778	ATKINS, BRUCE					
1790	ENGLES, THOMAS					
1798	ADEL, LEWIS					
1810	FERLOW, MARVIN					
1818	JACKSON, FELISA					
1836	ULIUS, BETH					
1846	MAYES-LINK, ELVIRA					
1852	SLATON, MAYBEL					
1868	IRBY, ARED					
1876	IRBY, ERRED					
1884	IRBY, IFRED					
1890	IRBY, LFRED					
1906	IRBY, TFRED					
1920	ARBY, ARED					
1928	ARBY, ERRED					

Generated By

PLPENP

Printed By

PLPENP

Sequence

1. Level 1-level 2
2. Employee number.

Control Transactions

None

Purpose

Lists all active employees, in a given pay cycle, for whom a pay entry transaction is required, but is not present.

Explanation

This report prints the employee number and name of each employee for whom pay entry transactions should have been entered but were not.

Note: This information is also printed on the Payroll Compute Activity report.

Address Labels (PPR413)

BEGIN LABELS FOR ALWA		

***	REQUEST IS FOR	***
***	1 PER EMPLOYEE, USING	***
***	1-UP LABEL FORMS	***

		1856
LESLIE	ALWA1856 LINDER	
111 BEVERLY DRIVE, N.E.		
		00000
		1860
NICHOLS	ALWA1860 RONALD	
1137 CARDINAL WAY, S.W.		
APARIMENT 7		
SUMMER		NC 00000
	100 BUDG 4000	2398
SUSAN	ALWA2398 BELCHER	
BUILDING 21		
HATO REY		PR 00917-2321
	3000 3333 FND3	2412
ALFRED	ALWA2412 TINER	
1650 JIM MILLER RD		
DALLAS		PR 00917-5016
	3000 3333 FND3	2304
MILFORD	ALWA2304 TINER	
1650 JIM MILLER RD		
DALLAS		PR 00917-5016

Generated By

PPR126

Printed By

PPR413

Sequence

Variable depending on options specified in PLR100

Control Transactions

SL, AF, AE

Purpose

Prints address labels.

Explanation

Address labels are printed 1 up, 2 up, or 3 up. Each label can contain up to five lines.

1. Name
2. Address line 1
3. Address line 2
4. Address line 3
5. Control levels (optional).

You can print from 1 to 99 labels per employee. The label size is 15/16" x 3 1/2".

You can specify the sequence in which labels are printed by

- Check sequence
- Level 3
- Level 4
- Level 5
- Employee number.

Bank Services Report (PRR407)

BANK SERVICES PRR407		SYSTEM TEST ORG ALWA		X	PAGE	1
RUN DATE 10-19-2000		US COMBINED, W2/1099R, BENEFIT			PERIOD END DATE 10-19-2000	
CORRESPONDENT BANK NAME		BANK CODE 2		ABA 011101341		
CITY STATE		ATLANTA, GA				
CHECKING ACCOUNT						
DEPOSIT	ACCOUNT	DEPOSIT	NAME		***	CHILD SUPPORT ONLY ***
DATE	NUMBER	AMOUNT			CASE ID	MED SUP IND
10-19-2000	12345678904	82.35	HYSMITH, II. KERRY ALWA1030			
TOTAL DEPOSITS		TOTAL AMOUNT				
1		82.35				
BANK	CODE2	DEPOSITS	AMOUNT			
CHECKING ACCOUNT		1	82.35			
SAVINGS ACCOUNT						
CHILD SUPPORT						
MISCELLANEOUS CHECKING						
MISCELLANEOUS SAVINGS						
TOTAL DEPOSITS & AMOUNT		1	82.35			

Generated By

PPR117

Printed By

PPR407

Sequence

Bank Service type within bank

Control Transactions

AD, AE

Purpose

Supplies banks or other financial institutions (such as Credit Unions) with detailed information about account activity.

Explanation

Lists the following information:

- Deposit date
- Account number
- Deposit amount
- Employee's name.

Entries are printed by service type beginning with checking entries, followed by savings, and other payments.

Page breaks occur at total breaks but not at service type changes. All participating employees are listed regardless of activity.

Current period totals are available by number of deposits and deposit amount for each service type, and by bank number within the first two levels of control. Totals are generated every time a bank number service type or level 1-level 2 change occurs. Page numbers restart from 1 after each level 1-level 2 total break.

Negative amounts print as negative.

Bond Purchases And Balances (PPR405)

BOND PURCHASES AND BALANCES		PRR405		SYSTEM TEST ORG ALWA				X		PAGE 1				
RUN DATE 12-15-2003						US COMBINED, W2/1099R, BENEFIT				PERIOD END DATE 10-24-2003				
REPORT CONTROLS		BOND	DOE	REC	BEGIN	CURRENT	CUR BONDS PURCHASED		END		BOND PURCHASES			
EMPLOYEE NO/SSN/NAME		ACCT/SER	X-REF	TYPE	BALANCE	DEDUCT/ADJ	DENOM	NO	TOT COST	BALANCE	CUR	MID	QTD	YTD
2238 312-55-3427		BENE SPOUSE, MY				0123-45-6789								
BEASLEY, TOKANDA ALWA2238		1/E	EB	C-1	.00	10.00				10.00	0	4	4	4
106-B WEST PALM SPRING BLVD.				SUMM	.00	10.00	100.00	0	.00	10.00	0	4	4	4
APARIMENT B SECTION CENTRAL														
PHOENIX AZ 85012-0000														
2358 251-26-3153														
JOHNSON, PATRICIA ALWA2358		1/E	EA	C-1	20.00	20.00				40.00	0	4	4	4
312 MURPHY AVENUE				SUMM	20.00	20.00	200.00	0	.00	40.00	0	4	4	4
BUILDING 402														
JACKSON MS 39701-0000														

Sequence

Based on options selected in the CS-1 control transaction

Control Transactions

CS-1, AD, AE

Purpose

Prints a summary report to be used by the bank or agency purchasing bond. Provides identification data and the number and denomination of bonds to be purchased for each employee.

Explanation

Unless you specify otherwise through CS-1 control transaction options, bond account reporting is performed for every employee with at least one new or established bond account as specified on the NE/RE transaction.

You may also choose from these options:

- Non-zero bond account balances
- Non-zero current deductions
- Non-zero current purchases
- Non-zero month-to-date purchases.

Up to three bond accounts can be established and reported for each employee. Information reported for each account includes:

- Report period-beginning balance
- Current deductions and purchases adjustments by transaction
- Number, denomination of bonds purchased and Bond Series Type
- Report period-ending balance

Also, optional information identifying bond beneficiaries, co-owners or alternate owners is printed if supplied to the system.

A minimum of two lines is printed per employee reported. Employee number, Social Security Number, and name are always printed, as well as at least one line of bond data. The employee address is printed if this CS-1 transaction option is selected. The printing of additional lines of bond data depends on the number of bond accounts established and the number of current transactions (ADJ+, ADJ-, PREPAY, etc.) on file.

If multiple transactions are printed for a bond account, a summary total line is the only line printed when the summary option is specified. A summary line total is also printed when no bond purchasing resulted from the processing of one or more transactions. This summary line prints amounts associated with the bond account regardless of its purchase status. In addition, when there are no current transactions for a bond account (and thus no current purchases) and the balance forward is printed as a result, this transaction reports the bond denomination as a summary line.

Totals provided at each specified level include:

- Beginning balances
- Current deductions
- Current purchases by denomination
- Ending balances
- To-date purchases.

All negative amounts at both the detail and total levels print as negative.

U.S. Savings Bond Tape Audit Report (PPR406)

U.S. SAVINGS BOND TAPE AUDIT REPORT - SERIES EE					TEST BOND TAPE COMPANY 111111			PAGE: 1	
RUN DATE: 12/15/2003					PERIOD END DATE: 10/24/2003				
ISSUE MONTH/YEAR - 10/2003					PERIOD PROCESSED: CURRENT				
FRB COMPANY ID: 111111		FRB LOCATION ID: 0000							
EMP NUM	EMPLOYEE NAME	SOCIAL SEC	\$100	\$200	\$500	\$1000	\$5000	\$10000	
		NUMBER	BONDS	BONDS	BONDS	BONDS	BONDS	BONDS	
1008	SAMUAL A SMITH	355 26 3592	2						
1010	SAMUAL A SMITH	355 32 8925	2						
1012	MARCUS A CHILDS	356 32 2298	1						
1012	MARCUS A CHILDS	356 32 2298		1					
1014	MARYELLEN E WRIGHT	424 46 0908	1						
1014	MARYELLEN E WRIGHT	424 46 0908		1					
1016	ALITHIA M HARMON	424 46 0909		1					
1016	ALITHIA M HARMON	424 46 0909		1					
1018	SAMUAAALWA WALKERFELTON	356 22 3586			2				
1020	FIRSTNAME M WELLSBYSON	332 38 7465					1		
1020	FIRSTNAME M WELLSBYSON	332 38 7465						1	
1028	SR M NEWMAN	769 33 3333					1		
1028	SR M NEWMAN	769 33 3333						1	
1032	CARL A TEDLIE JR	540 81 1032			2				
2232	WILLIE A ANDERSON	523 69 4369			1				
2234	GRADY A AUSTIN	212 12 1180	1						
LOCATION 0000		TOTAL BONDS:	7	4	5		2	2	
		TOTAL EMPLOYEES:	10						
		TOTAL ISSUE VALUE:	\$17,000.00						
COMPANY 111111		TOTAL BONDS:	7	4	5		2	2	
		TOTAL EMPLOYEES:	10						
		TOTAL ISSUE VALUE:							

Generated By

PPR115

Printed By

PPR406

Sequence

Based on options selected in the BD1 transaction L1L2 options, series EE bonds followed by series I bonds.

Control Transactions

BD-1, BD2, BD3, AD, AE

Purpose

Prints a summary report of the Bond Purchase Tape created. Provides identification data and the number, denomination and series type of bonds to be purchased for each employee.

Explanation

- Bond purchase records are generated from the same request as the Bond Purchases and Balances Report.
- Bond Tape purchases for the report print parameter transaction specified:
 - Current
 - Month-to-date
 - Quarter-to-date
 - Year-to-date

The AE transaction Bonds Tape option allows you to specify which bond purchases period-to-date indicator will be used to designate the number of bonds to be purchased for the employees to be included on the tape. The bond purchase information is stored on the employees 210/211 segment. Up to three bond accounts can be established for the employee.

Report generate must find company level bond tape information on the HRMS Tables File in order to generate Bond Tape records. This information is stored on the BD1, BD2 and BD3 transaction records.

Employee Name and number will always be shown on the Audit report to help with bond purchase identification. This may not match the name on the Bond Tape if the employee has designated an alternate owner for the bond.

Bond Tape Exception Report (PPR406)

U.S. SAVINGS BOND TAPE EXCEPTION RPT - SERIES EE TEST BOND TAPE COMPANY 333333						PAGE: 3
RUN DATE: 12/15/2003						PERIOD END DATE: 10/24/2003
ISSUE MONTH/YEAR - 10/2003						PERIOD PROCESSED: CURRENT
FRB COMPANY ID: 333333		FRB LOCATION ID: 0003				
EMP NUM	EMPLOYEE NAME	SOCIAL SEC NUMBER	BOND ACCT NBR	BOND PURCHS	BOND PRICE	MESSAGE
5034	FISH-ALSTAR, FRANCES TNRA5034	015 12 3456	1	1	50.00	INVALID ALT-OWNER SOCIAL SEC NBR
5036	LORD, MARIAN-LENORA TNRA5036	016 12 3456	1	1	50.00	MISSING ALT-OWNER NAME OR SSN
5038	WILL, RAQUEL SIGRID TNRA5038	017 12 3456	1	1	50.00	MISSING ALT-OWNER NAME OR SSN
5042	RAGLAND, LENORA TNRA5042	019 56 7890	1	1	50.00	MISSING STATE CODE

Generated By

PPR115

Printed By

PPR406

Sequence

Based on options selected in the BD1 transaction L1L2 options, series EE bonds followed by series I bonds.

Control Transactions

BD1, BD2, BD3, AD, AE

Purpose

Prints a report of all errors encountered when print produces the Bond Tape. Provides identification data, the number, denomination and series type of bonds to be purchased for each employee and a specific error message.

Explanation

- Bond purchase records are generated from the same request as the Bond Purchases and Balances Report.
- This report identifies any records generated with errors in employee bond data that would keep a bond purchase record from the bond purchase tape.

The bond purchase information is stored on the employees 210/211 segment. Up to three bond accounts can be established for the employee. State code data is stored in the employee 201 segment.

Report generate must find company level bond tape information on the HRMS Tables File in order to generate Bond Tape records. This information is stored on the BD1, BD2 and BD3 transaction records.

Employee Name and number will always be shown on the Audit Exception report to help identify the record or records in error

Check Clearance Error Listing (P1P65M1)

CHEQUE RECONCILIATION EDIT DETAIL

20001214 PAGE 1
0.....1.....2.....3.....4.....5.....6.....7.....8

V
ALWA1P0012150000000212345678901P 1024LESLIE EVERMAN, JR
V
ALWA1P0012150000000399999999999N 1026JACKIE WARD
V
ALWA1P0012150000000499999999999V 1026JACKIE WARD
V
ALWA2P0010190000005057777777777N 1780DOROTHY B. ATKINS
CND A3P001019000000605
V
ALWA4P03040420019441700120412345678901
V
ALWA5P0304042001944190304050000006685
V
ALWA5P030404555557180304050000006685
V

CHEQUE RECONCILIATION EDIT DETAIL

20001214 PAGE 2
0.....1.....2.....3.....4.....5.....6.....7.....8

	ENTERED	ACCEPTED
CHEQUE ADDS	3	
CHEQUE CHANGES	1	
CHEQUE DELETTERS	1	1
CLEARANCE CHANGES	1	
CLEARANCES	2	
INVALID TRANS CODE		

END

Generated By

P1P65M

Printed By

P1P65M

Sequence

Automatic

Control Transactions

0 (Zero), 1-5

Purpose

Lists all transactions in error or all input, depending on the option selected in the 0 transaction.

Explanation

Each transaction in error prints two detail lines. The first line shows a V in every position of the fields in error. The second line shows the actual error. All transactions not in error print one line only, showing the actual entry.

A zero transaction entered with blank in column 80 causes only those transactions with errors to be printed. An entry in column 80 will cause all detail transaction (1-5) to be printed.

Check Reconciliation Reports (P1P69M02)

CHECK RECONCILIATION REPORT P1P69M02				SYSTEM TEST ORG ALWA X		PAGE 1	
UPDATED MASTER FILE				US COMBINED, W2/1099R, BENEFIT		RUN DATE 10-25-2000	
C H E C K				C L E A R		A C C O U N T	
L1L2	DATE	NUMBER	AMOUNT	TYPE	DATE	AMOUNT	NUMBER NAME
ALWA	10-19-2000	000000502	703.11	N		.00	1042 ZAVIER, MARY-K ATHERINALWA104
ALWA	10-19-2000	000000503	696.66	N		.00	1044 WOOTLEY, L. FR ANCISCOALWA104
ALWA	10-19-2000	000000504	1,184.17	N		.00	1776 ATKINS, SERDAR ALWA1776
ALWA	10-19-2000	000000505	1,369.68	N		.00	1780 ATKINS, DOROTHY B. ALWA1780
ALWA	10-19-2000	000000506	1,352.85	N		.00	1782 ZAVIER, MARY-K ATHERINALWA178
ALWA	10-19-2000	000000507	1,460.30	N		.00	1814 HAVEN, BRUCE ALWA1814
ALWA	10-19-2000	000000508	1,676.11	N		.00	1816 IREY, FRED ALWA1816
ALWA	10-19-2000	000000509	1,673.88	N		.00	1820 MAYS, KAREN ALWA1820
ALWA	10-19-2000	000000510	.00	V		.00	2218 ALDOUPOLIS, ANDREW ALWA2218
ALWA	10-19-2000	000000512	575.33	N		.00	2836 TEST36, FR EMP 36
ALWA	10-19-2000	000000513	.00	V		.00	1000 SMITHSLASTNAMEISMAX30CHARACTER
ALWA	10-19-2000	000000514	.00	V		.00	2232 ANDERSON, WILLIE ALWA2232
ALWA	10-19-2000	000000515	616.35	N		.00	2206 JAMESON, SR. ARTHUR PALWA2206
ALWA	10-19-2000	000000516	753.80	N		.00	1010 KENNYSLASTNAMEISMAX28CHARACT,
ALWA	10-19-2000	000000517	491,609,796.06	N		.00	1012 CHILDSLASTNAMEISMAX29CHARACTE
ALWA	10-19-2000	000000518	58,022,917.01	N		.00	1014 WRIGHTLASTNAMEISMAX27CHARAC,
ALWA	10-19-2000	000000519	34,146,370.65	N		.00	1060 STOUFFER, CINDY ALWA1060
ALWA	10-19-2000	000000520	467,079.73	N		.00	1082 DERBEY, GLENN ALWA1082
ALWA	10-19-2000	000000521	97.25	N		.00	1088 BOOZER, MERIAN ALWA1088
ALWA	10-19-2000	000000522	2,663,302.33	N		.00	1114 FORD, FRANCINE ALWA1114
ALWA	10-19-2000	000000523	57,723,302.16	N		.00	1122 WILLIAMS, ROBIN ALWA1122
ALWA	10-19-2000	000000524	.00	V		.00	1360 YUSKON, MARY ALWA1360
ALWA	10-19-2000	000000525	.00	V		.00	1618 O'NEIL-ADAMS, PETER ALWA1618
ALWA	10-19-2000	000000526	69.25	N		.00	1622 O'NEIL-ADAMS, PETER ALWA1622
ALWA	10-19-2000	000000527	92.35	N		.00	1696 , PETER ALWA1696
ALWA	10-19-2000	000000528	69.25	N		.00	1734 NAMEMORETHAN15CHARS, ALWA1734
ALWA	10-19-2000	000000529	34.42	N		.00	2088 NAMEANDADDRESSATMAX, ALWA2088
ALWA	10-19-2000	000000530	91.08	N		.00	2090 MISSINGADDRLINE TWO, ALWA2090
ALWA	10-19-2000	000000531	878.72	N		.00	2520 SLATONS, BOYD ALWA2520
ALWA	10-19-2000	000000532	.00	V		.00	2140 MILLS, PAUL ALWA2140
ALWA	10-19-2000	000000533	.00	V		.00	2142 MILLS, BASIL E. ALWA2142
ALWA	10-19-2000	000000534	339.53	N		.00	1716 , PETER ALWA1716
ALWA	10-19-2000	000000535	431.83	N		.00	1718 , PETER ALWA1718
ALWA	10-19-2000	000000536	342.24	N		.00	1766 NAMEMORETHAN30CHARA, ALWA1766
ALWA	10-19-2000	000000538	709.69	N		.00	2450 JENKINS, MARYANN ALWA2450
ALWA	10-20-2000	000000511	1,503.39	N		.00	2600 MASS, FICA IND A ALWA2600
ALWA	10-20-2000	000000537	908.66	N		.00	2500 RICHARDSON, JAMES ALWA2500
ALWA	10-20-2000	000000539	.00	V		.00	2144 MISSISSIPPI, ANNIE T.ALWA2144
ALWA	10-20-2000	000000540	.00	V		.00	2146 MILLS, ROSAYNE ALWA2146
OMONTH TOTALS		39	644,650,397.84			.00	

CHECK RECONCILIATION REPORT P1P69M02				SYSTEM TEST ORG ALWA X				PAGE 2	
UPDATED MASTER FILE				US COMBINED, W2/1099R, BENEFI				RUN DATE 10-25-2000	
----- C H E C K -----				----- C L E A R -----				----- A C C O U N T -----	
L1L2	DATE	NUMBER	AMOUNT	TYPE	DATE	AMOUNT	NUMBER	NAME	
UPDATED MASTER FILE TRAILER RECORD TOTALS									
NUMBER OF CHECKS =			39	AMOUNT OF CHECKS =			644,650,397.84		
NUMBER OF CLEARS =				AMOUNT OF CLEARS =			.00		
CHECK RECONCILIATION REPORT P1P69M02				SYSTEM TEST ORG ALWA X				PAGE 3	
UPDATED MASTER FILE				US COMBINED, W2/1099R, BENEFI				RUN DATE 10-25-2000	
----- C H E C K -----				----- C L E A R -----				----- A C C O U N T -----	
L1L2	DATE	NUMBER	AMOUNT	TYPE	DATE	AMOUNT	NUMBER	NAME	
LEVEL 2 TOTALS WA TRANSACTIONS =									
			39	CHECKS = \$			644,650,397.84		
				CLEARS = \$.00		
CHECK RECONCILIATION REPORT P1P69M02				SYSTEM TEST ORG ALWA X				PAGE 4	
UPDATED MASTER FILE				US COMBINED, W2/1099R, BENEFI				RUN DATE 10-25-2000	
----- C H E C K -----				----- C L E A R -----				----- A C C O U N T -----	
L1L2	DATE	NUMBER	AMOUNT	TYPE	DATE	AMOUNT	NUMBER	NAME	
LEVEL 1 TOTALS AL TRANSACTIONS =									
			39	CHECKS = \$			644,650,397.84		
				CLEARS = \$.00		

Generated By

P1P67M

Printed By

P1P69M

Sequence

1. Report number
2. Level 1
3. Level 2
4. System code
5. Check date
6. Check number
7. Record code.

Control Transactions

RC

Purpose

Lists all activity that took place during update of the Check Reconciliation Master file.

Explanation

Twelve reports are provided to accomplish this. They are:

- Report 0: This report is actually four different reports broken down by record code. The reports show all error activity that took place during the updating process. The names of the reports by record code are:
 - Record Code **1** = Erroneous Clear Amounts
 - Record Code **2** = Checks Already On Master
 - Record Code **3** = No Matching Record
 - Record Code **4** = Repetitive Activity.
- Report 1: Shows all checks cleared during update.
- Report 2: Shows all records on the Master File.
- Report 3: Shows all checks deleted from the Master File.
- Report 4: Shows all changes to checks on the master or transaction files.
- Report 5: Shows all clearance changes to clearance records on the master or transaction files.
- Report 6: Shows all records added to the Master File from the transaction report.
- Report 7: Shows all clearance transactions generated by records added to the Master File from the detail file.
- Report 8: Shows all records purged from the Master File.

The detail lines consist of the following fields in order of appearance from left to right:

- Level 1
- Level 2
- Issue date of check
- Check number
- Check amount
- Check type
- Clearance date of check
- Clearance amount
- Employee number
- Employee name.

The following fields are totaled:

- Check amount
- Clearance amount
- Number of transactions.

Report 2 shows the amounts and record counts in the trailer record of the Master File. Reports 1, 2, and 6 print totals by month of the issue date.

Check Reversal File Maintenance Update Report (P1R45M1)

DATE 06/01/2000 REVERSAL UPDATE REPORT				SYSTEM TEST ORG ALWA X				PAGE 1			
ALWA				US COMBINED, W2/1099R, BENEFIT				FILE NOT PURGED			
EMPL #	CHECK #	CHK DATE	MSG	EMPL #	CHECK #	CHK DATE	MSG	EMPL #	CHECK #	CHK DATE	MSG
1000	000000572	06-01-1997	MST	1010	000000105	06-01-1997	MST	1012	000000106	06-01-1997	MST
1014	000000107	06-01-1997	MST	1016	000000108	06-01-1997	MST	1018	000000109	06-01-1997	MST
1020	000000110	06-01-1997	MST	1022	000000111	06-01-1997	MST	1024	000000112	06-01-1997	MST
1026	000000303	06-01-1997	MST	1028	000000304	06-01-1997	MST	1030	000000305	06-01-1997	MST
1032	000000113	06-01-1997	MST	1034	000000114	06-01-1997	MST	1036	000000115	06-01-1997	MST
1038	000000116	06-01-1997	MST	1040	000000117	06-01-1997	MST	1042	000000118	06-01-1997	MST
1044	000000119	06-01-1997	MST	1046	000000120	06-01-1997	MST	1048	000000121	06-01-1997	MST
1050	000000122	06-01-1997	MST	1052	000000123	06-01-1997	MST	1054	000000124	06-01-1997	MST
1056	000000125	06-01-1997	MST	1058	000000126	06-01-1997	MST	1060	000000127	06-01-1997	MST
1062	000000128	06-01-1997	MST	1064	000000129	06-01-1997	MST	1066	000000130	06-01-1997	MST
1068	000000131	06-01-1997	MST	1070	000000132	06-01-1997	MST	1072	000000133	06-01-1997	MST
1074	000000134	06-01-1997	MST	1076	000000135	06-01-1997	MST	1078	000000136	06-01-1997	MST
1080	000000137	06-01-1997	MST	1082	000000138	06-01-1997	MST	1084	000000139	06-01-1997	MST
1086	000000140	06-01-1997	MST	1088	000000141	06-01-1997	MST	1090	000000142	06-01-1997	MST
1092	000000143	06-01-1997	MST	1094	000000144	06-01-1997	MST	1096	000000145	06-01-1997	MST
1098	000000146	06-01-1997	MST	1100	000000147	06-01-1997	MST	1102	000000148	06-01-1997	MST
1104	000000149	06-01-1997	MST	1106	000000150	06-01-1997	MST	1108	000000151	06-01-1997	MST
1110	000000152	06-01-1997	MST	1112	000000153	06-01-1997	MST	1114	000000154	06-01-1997	MST
1116	000000155	06-01-1997	MST	1118	000000156	06-01-1997	MST	1120	000000157	06-01-1997	MST
1122	000000158	06-01-1997	MST	1124	000000159	06-01-1997	MST	1126	000000160	06-01-1997	MST
1128	000000161	06-01-1997	MST	1130	000000162	06-01-1997	MST	1132	000000163	06-01-1997	MST

Generated By

P1P45M

Printed By

P1P45M

Sequence

1. Level 1-level 2
2. Employee number
3. Check date
4. Check number.

Control Transactions

R*, RP, RV

Purpose

Provides a report of all maintenance updates applied to the Check Reversal Master file.

Explanation

Detail lines show the following information:

- Employee number
- Check number
- Check date
- Message indicators specifying which detail maintenance was applied to a record, if requested on the RP transaction.
 - **REV** = reversed
 - **RPR** = reversed previously, being reversed again (reverse of the reversal)
 - **MST** = on master
 - **PUR** = purged
 - **ADD** = new check added to Master File.

Also, error message lines are displayed to SYSOUZ as error conditions are encountered. They do not appear within the body of the report and are associated with abends.

Two total lines are printed for each level 1-level 2 and for the entire file. The audit total lines consist of:

Total Records	Total Checks
Master In	Master In
Detail In	Detail In
Purged	Purged
Hdrs/Trls Dupl Drop	Dupl Drop
Master Out	Master Out

Notes

Hdrs

Indicates existing Check Reversal Master file organization headers replaced by Check Reversal Detail file organization headers.

Trls

Indicates existing Check Reversal Master file organization and file trailers replaced by Check Reversal Detail file organization and file trailers.

Dupl Drop

Indicates Check Reversal Detail file employee records not added to the Employee Master File because they duplicate existing records.

The File Audit Totals Master In, Detail In and Master Out do not include the File Trailer record.

Check Reversal Match Exceptions And Control Totals (P1R43M)

CHECK REVERSAL MATCH EXCEPTIONS/CONTROL TOTALS				SYSTEM TEST ORG ALWA	X	REPORT NO. - P1P43M	PAGE 1
RUN DATE 06-01-1997				US COMBINED, W2/1099R, BENEFIT		PERIOD END DATE 06-01-1997	
----- MATCH/SEQUENCE KEY -----							
LEV1	LEV2	EMPLE NO	MRC TYPE	FILE/RECORD IDENTIFICATION		ERROR MESSAGE	
CHECK NUMBER MATCH PROCESSING SUMMARY CONTROL TOTALS							
L1-L2	CHECK REVERSAL	DETAIL FILE	CHECKS/DEPOSITS/PREPAYS READ	-	686		
L1-L2	CHECK REVERSAL	DETAIL FILE	RECORDS READ	-	1,398		
L1-L2	CHECK REVERSAL	DETAIL FILE	HEADER RECORDS READ	-	1		
L1-L2	CHECK REVERSAL	DETAIL FILE	EMPLOYEE RECORDS READ	-	1,396		
L1-L2	CHECK REVERSAL	DETAIL FILE	TRAILER RECORDS READ	-	1		
L1-L2	CHECK REVERSAL	DETAIL FILE	ADD/MINUS/REVERSAL ADJUSTMENTS BYPASSED	-	0		
L1-L2	CHECK REVERSAL	DETAIL FILE	ADD/MINUS/REVERSAL RECORDS BYPASSED	-	0		
L1-L2	CHECK REVERSAL	DETAIL FILE	DUPLICATE CHECKS/DEPOSITS/PREPAYS	-	0		
L1-L2	CHECK REVERSAL	DETAIL FILE	DUPLICATE CHECK/DEPOSIT/PREPAY RECORDS	-	0		
L1-L2	SORTED CHECK/DEPOSIT NUMBER	FILE	RECORDS READ	-	686		
L1-L2	UPDATED CHECK REVERSAL	DETAIL FILE	CHECKS/DEPOSITS SORTED	-	686		
L1-L2	UPDATED CHECK REVERSAL	DETAIL	PREPAYS SORTED	-	0		
L1-L2	UPDATED CHECK REVERSAL	DETAIL	RECORDS SORTED	-	1,398		
L1-L2	UPDATED CHECK REVERSAL	DETAIL	HEADER RECORDS SORTED	-	1		
L1-L2	UPDATED CHECK REVERSAL	DETAIL	EMPLOYEE RECORDS SORTED	-	1,396		
L1-L2	UPDATED CHECK REVERSAL	DETAIL	TRAILER RECORDS SORTED	-	1		

Generated By

P1P43M

Printed By

P1P43M

Sequence

Level 1-level 2

Control Transactions

R*, RP, RV

Purpose

Reports all error conditions encountered when updating check reversal detail file record keys with data extracted from matching Check/Deposit Advice number file records. In addition, summary control totals are printed on level 1-level 2 breaks and when both match files have been completely processed.

Explanation

Messages detailing errors encountered during program execution are printed on this report. Up to two lines can be printed for each error reported, with record keys, file and record identification, and an error description.

Summary control totals are printed for each level 1-level 2 and when both files being matched have been completely processed. Sixteen lines are printed whenever summary control total processing occurs. By developing the appropriate procedures, it is possible to completely balance program inputs, bypasses, and outputs at each level of control.

All level 1-level 2 totals balance to the final report totals produced. Of these final report totals, four must be adjusted as indicated to account for the Check Reversal Detail file trailer record to obtain exact counts of physical records processed.

Note: The summary totals produced at each level provide for controlling both physical records processed and logical transaction entities (checks, prepayments, and deposits) processed.

Check Reversal Transaction Summary (P1R45M2)

DATE 06/01/1997	P1R45M	ADJ CARD SUMMARY TOTALS	PAGE 2
		CHECK REVERSAL CARDS ACCEPTED = 00000	
		CHECK REVERSAL CARDS REJECTED = 00000	
		YA = 00000	
		YB = 00000	
		YC = 00000	
		YD = 00000	
		YE = 00000	
		YF = 00000	
		YG = 00000	
		YL = 00000	
		YM = 00000	
		YN = 00000	
		YP = 00000	
		TOTAL RECORDS OUT = 00000	

Generated By

P1P45M

Printed By

P1P45M

Sequence

Automatic

Control Transactions

R*, RV

Purpose

Shows total check reversal RV transactions accepted and rejected.

Explanation

This report shows total reversal transactions generated, accepted, and rejected. It gives totals for YA through YN reversal transactions created and a total of all reversal transactions created.

Check Writer Check/Deposit Advice (PRR550)

Computer System, Inc. Atlanta, Georgia 30346		DATE 03/31/89 NO. 3168	
BANK NAME	DESCRIPTION	ACCOUNT NUMBER	AMOUNT
NEW YORK MUTUAL	CHECK DED A	07484389249249848	236.75
NEW YORK CITY BANK	SAVINGS DED B	74394359845599984	125.00
NEW YORK TRUST	PERS CK 2 DED	04592040958749840	25.00
NEW YORK MORTGAGE	MORT SAV 2	03845485845823450	15.00
CHRISTINA W. HILL		SAMPLE	

PAYROLL ADVICE ONLY - NON NEGOTIABLE

CHECK WRITER PRODUCTIONS INC				HILL, CHRISTINA W AF03 2734579349		TAXES DED		YEAR TO DATE	
DESCRIPTION	RATE	HOURS	EARNINGS	YEAR TO DATE	Federal Tax	50:37	175:47		
Regular Earnings		87:00	347:05	350:52	FICA/Medicare	52:43	61:19		
Overtime Earnings		10:00	342:75	376:75	SDI Tax	:30	:50		
Normal Pay			75:50	151:00	New York	59:04	55:35		
Vacation Pay			32:50	55:00	City	25:23	27:73		
Vac Hrs Avail		80:00			Bond Ded 1	45:00	90:00		
Sick Hrs Avail		120:00			Bond Ded 2	10:00	20:00		
					Check Ded A	175:00	236:75		
					Savings Ded B	125:00	125:00		
					Pers Ck 2 Ded	25:00	25:00		
					Mort Sav 2	15:00	15:00		

CURRENT YEAR TO DATE	EARNINGS 797.55 943.27	TAXES 300.17 229.34	DEDUCTIONS 55.00 110.00	NET PAY 442.18 503.93	BEGAN END 03-17-89	DEPOSIT NO 3158	AMT OF DEPOSIT 140.00
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Generated By

PLR100

Printed By

PRR550

Sequence

Based on options selected in the CS-1 control transaction.

Control Transactions

CW1, CW2, SP, AD, CS-1 (CS-1 also controls what appears, in addition to sequence control.)

Purpose

Prints employee paychecks and deposit advices.

Explanation

This program prints employee paychecks and deposit advices for those who have their pay automatically deposited in their bank accounts.

A choice of six formats for checks and six formats for deposit advices is available. One of these choices (6C/6D) produces a file in an unsummarized format with check and deposit information, and is not printed by Check Writer process. The selected forms to be used are defined in the HRMS Tables File.

Options for specifying the level of detail to be printed on checks, deposit advices, and earnings statements are entered at the organization level on the CS-1 transaction. These options include printing available sick or vacation hours, or both; using the employee long name or compressed name on checks and deposits; printing level control information, organization name and address or name only, check amount in words, Social Security and Medicare tax on separate lines on the earnings statement, rate with associated earnings; and suppressing checking account number on deposit advices. The sequence for printing checks and deposit advices is specified on the CS-1 transaction.

When generating checks and deposit advices, it is necessary to generate Payroll and DOE Register report records. The information from these report records is used to print DOE detail on the earnings statement. The Payroll Register report record is updated with the check number and check amount.

The earnings statement advises the employee of the detailed pay activity: hours worked, rate of pay, earnings, taxes, and voluntary deductions made.

Check Writer Control Listing Report (PRR570)

CHECK WRITER CONTROL LISTING REPORT					SYSTEM TEST-ORG*ALWA		X	LEVEL 1 AL		PAGE 001	
PRR570					US COMBINED, W2/1099R, BENEFIT			LEVEL 2 WA		DATE 10/30/2009	
***** TOTALS BY FORM NUMBER											
-----CHECKS-----						-----DEPOSITS-----					
FORM	TOTAL	TOTAL NET	TOTAL	TOTAL AMOUNT	TOTAL	TOTAL NET	TOTAL	TOTAL AMOUNT			
NUM	PRINTED	AMOUNT	VOID/INACTIVE	VOID/INACTIVE	PRINTED	AMOUNT	VOID/INACTIVE	VOID/INACTIVE			
CHK1	548	\$645,373.76	12/ 0	\$.00/ \$.00							
DEP1					7	\$834.18	1/ 0	\$.00/ \$.00			
PLD1					6	\$1,264.25	5/ 0	\$.00/ \$.00			
PLD2					0	\$.00	0/ 0	\$.00/ \$.00			
CHECK WRITER CONTROL LISTING REPORT					MARINE SUPPLIES & ACCESSORIES			LEVEL 1 AL		PAGE 002	
PRR570					CORPORATE ADMIN PAYROLL			LEVEL 2 WB		DATE 10/30/2009	
***** TOTALS BY FORM NUMBER											
-----CHECKS-----						-----DEPOSITS-----					
FORM	TOTAL	TOTAL NET	TOTAL	TOTAL AMOUNT	TOTAL	TOTAL NET	TOTAL	TOTAL AMOUNT			
NUM	PRINTED	AMOUNT	VOID/INACTIVE	VOID/INACTIVE	PRINTED	AMOUNT	VOID/INACTIVE	VOID/INACTIVE			
CHK1	197	\$215,402.99	5/ 0	\$.00/ \$.00							
DEP1					6	\$1,810.94	0/ 0	\$.00/ \$.00			
PLD1					0	\$.00	0/ 0	\$.00/ \$.00			
PLD2					0	\$.00	0/ 0	\$.00/ \$.00			
CHECK WRITER CONTROL LISTING REPORT					FORM CONTROL INFORMATION					PAGE 005	
PRR570										DATE 10/30/2009	
FORM	FORM NUMBER RANGE		NUM FOR								
NUM	BEGINNING	ENDING	ALIGN								
CHK1	000001100	000002259	0000001								
DEP1	000001100	000001113	0000001								
PLD1	000000001	000000006	0000005								
PLD2											
CHECK WRITER CONTROL LISTING REPORT					NO FORMS PRINTED FOR THIS FORM NUMBER					PAGE 006	
PRR570					FORM CONTROL INFORMATION					DATE 10/30/2009	
***** GRAND TOTALS											
-----CHECKS-----						-----DEPOSITS-----					
FORM	TOTAL	TOTAL NET	TOTAL	TOTAL AMOUNT	TOTAL	TOTAL NET	TOTAL	TOTAL AMOUNT	NUMB		
NUM	PRINTED	AMOUNT	VOID/INACTIVE	VOID/INACTIVE	PRINTED	AMOUNT	VOID/INACTIVE	VOID/INACTIVE	ALIGN		
CHK1	1,160	\$1,284,668.11	115/ 0	\$.00/ \$.00					001		
DEP1					14	\$2,658.12	1/ 0	\$.00/ \$.00	001		
PLD1					6	\$1,264.25	5/ 0	\$.00/ \$.00	005		
PLD2					0	\$.00	0/ 0	\$.00/ \$.00	000		

Generated By

PPR560

Printed By

PPR570

Sequence

Level 1-level 2

Control Transactions

None

Purpose

Provides a list of all forms entered, the form number ranges, and counts and total dollar amounts of checks/deposit advices printed or voided, both by form number and by level 1-level 2.

Explanation

The detail line for both checks and deposit advices includes:

- Total printed
- Total net amount
- Total voided
- Total voided amount.

Inactive checks/deposit advices are those voided as a result of a restart run.

The last two pages of the report provide grand totals by form number including ranges of checks/deposit advices printed and alignments printed.

Check Writer Exception Report (PRR574)

CHECK WRITER EXCEPTION REPORT				SYSTEM TEST ORG ALWA						X	PAGE 001			
PRR574				US COMBINED, W2/1099R, BENEFIT							DATE 08/29/1997			
L1	L2	EMPLOYEE #	EMPLOYEE NAME	FORM	FORM	BK	LAST	RESTART	PRNT					
				IND	NUM	CD	CHECK #	CK#	ASSGN	N/P	MESSAGE			
AL	WA	1234	RUSSEL, FRANCES								P BANK BRANCH CODE NOT ON HRMS TABLES FILE			
AL	WA	1234	RUSSEL, FRANCES								P BANK BRANCH CODE NOT ON HRMS TABLES FILE			
AL	WA	1234	RUSSEL, FRANCES								P BANK BRANCH CODE NOT ON HRMS TABLES FILE			
AL	WA	1234	RUSSEL, FRANCES								P BANK BRANCH CODE NOT ON HRMS TABLES FILE			
AL	WA	1234	RUSSEL, FRANCES								P BANK BRANCH CODE NOT ON HRMS TABLES FILE			
AL	WA	1234	RUSSEL, FRANCES								P BANK BRANCH CODE NOT ON HRMS TABLES FILE			
AL	WA	2106	CRAWFORD, DANIEL F.								P BANK BRANCH CODE NOT ON HRMS TABLES FILE			
CHECK WRITER EXCEPTION REPORT				SYSTEM TEST ORG CNDB						X	PAGE 002			
PRR574				CANADA COMBINED						X	DATE 08/29/1997			
L1	L2	EMPLOYEE #	EMPLOYEE NAME	FORM	FORM	BK	LAST	RESTART	PRNT					
				IND	NUM	CD	CHECK #	CK#	ASSGN	N/P	MESSAGE			
CN	DB	3010	BERUBE, ROBERT	CNDB	3010		CA				P BANK BRANCH CODE NOT ON HRMS TABLES FILE			

Generated By

PPR560

Printed By

PPR574

Sequence

Same as sorted check file

Control Transactions

None

Purpose

Provides error or warning messages for errors found during check/deposit advice processing.

Explanation

This report shows the following information:

- Level 1-level 2
- Employee number and name
- No Print/Print indicator (PRNT N/P) - if **N**, no check/deposit advice is printed.
- Warning and error messages
- Form indicator
- Form number
- Last check number
- Restart/Check number assigned
- SUI and SDI on separate lines
- NJ workforce development and health care subsidy on separate lines.

Check Writer Restart Report (PRR572)

CHECK WRITER RESTART REPORT PRR572		SYSTEM TEST ORG ALWA		X	LEVEL 1 AL	PAGE 001
RUN DATE 11/30/2000		US COMBINED, W2/1099R, BENEFIT			LEVEL 2 WA	
EMPLOYEE NUMBER	EMPLOYEE NAME	FORM NUMBER	CHECK/ DEPOSIT NO.	VOID INDICATOR		
	VOIDED BY PRINTER ALIGNMENT	CHK1	000000501	V		
1042	ZAVIER, MARY-K AITHERINALWA1042	CHK1	000000502			
1044	WOOTLEY, L. FR ANCISCOALWA1044	CHK1	000000503			
1776	ATKINS, SERDAR ALWA1776	CHK1	000000504			
1780	ATKINS, DOROTHY B. ALWA1780	CHK1	000000505			
1782	ZAVIER, MARY-K AITHERINALWA1782	CHK1	000000506			
1814	HAVEN, BRUCE ALWA1814	CHK1	000000507			
1816	IREY, FRED ALWA1816	CHK1	000000508			
1820	MAYS, KAREN ALWA1820	CHK1	000000509			
2218	ALDOUPOLIS, ANDREW ALWA2218	CHK1	000000510	V		
2600	MASS, FICA IND A ALWA2600	CHK1	000000511			
2836	TEST36, PR EMP 36	CHK1	000000512			
1000	SMITHSLASTNAMEISMAX30CHARACTER III,	CHK1	000000513	V		
2232	ANDERSON, WILLIE ALWA2232	CHK1	000000514	V		
2206	JAMESON, SR. ARTHUR PALWA2206	CHK1	000000515			
1010	KENNYSLASTNAMEISMAX28CHARACT, FIRS	CHK1	000000516			
1012	CHILDSLASTNAMEISMAX29CHARACTE DM,	CHK1	000000517			
1014	WRIGHTLASTNAMEISMAX27CHARAC, MARYL	CHK1	000000518			
	VOIDED BY PRINTER ALIGNMENT	DEP1	000000701	V		
1026	WARD, III. JACKIE ALWA1026	DEP1	000000702			
1028	NEWMAN, SR. MERLIN ALWA1028	DEP1	000000703			
1030	HYSMITH, II. KERRY ALWA1030	DEP1	000000704			
1060	STOUFFER, CINDY ALWA1060	CHK1	000000519			
1082	DERBEY, GLENN ALWA1082	CHK1	000000520			
1088	BOOZER, MERIAN ALWA1088	CHK1	000000521			
1114	FORD, FRANCINE ALWA1114	CHK1	000000522			
1122	WILLIAMS, ROBIN ALWA1122	CHK1	000000523			

Generated By

PPR560

Printed By

PPR572

Sequence

Sorted check file

Control Transactions

CW1, CW2, SP, AD

Purpose

Provides an audit trail for all checks and deposit advices printed. Serves as a reference point for locating an employee's check within a level 1-level 2.

Explanation

The detail line includes the employee number and name, form number, and check/deposit advice number. One detail line is printed for each check/deposit advice printed. Void (**V**) checks are checks voided due to zero net pay (if this option was specified on the CS-1 transaction) or for printer alignment. Inactive checks/deposit advices (**I**) are reprinted as a result of a restart run.

Check Writer Validation Report (PPR571)

CHECK WRITER VALIDATION REPORT										RUN CONTROL TRANSACTIONS										PAGE 1	
PPR571																				RUN DATE 12/13/2000	
TRAN	FORM	1	2	3	4	5	6	7	8												
CODE	NUMBER	890123456789012345678901234567890123456789012345678901234567890										ERROR MESSAGE									
CW1	CHK1	000000501999999999										014C02									
CW1	CHK2	000000501999999999										2C04									
CW1	CHK3	000000501999999999										3C02									
CW1	CHK4	000000501999999999										7C02									
CW1	CHK6	000000501999999999										4C04									
CW1	CHQ1	000000601999999999										027C03									
CW1	CHQ2	000000601999999999										037C06									
CW1	DEP1	000000701999999999										043D04									
CW1	DEP2	000000701999999999										2D02									
CW1	DEP3	000000701999999999										3D03									
CW1	DEP4	000000701999999999										4D04									
CW1	DEP6	000000701999999999										4D01									
CW1	DPS1	000000801999999999										054D02									
CW1	DPS2	000000801999999999										7D03									
CHECK WRITER VALIDATION REPORT										RUN CONTROL TRANSACTIONS										PAGE 2	
PPR571																				RUN DATE 12/13/2000	
TRAN	FORM	1	2	3	4	5	6	7	8												
CODE	NUMBER	890123456789012345678901234567890123456789012345678901234567890										ERROR MESSAGE									
	TOTAL TRANSACTION COUNT	0014																			
	TOTAL TRANSACTIONS ACCEPTED . . .	0014																			
	CW1 TRANS ACCEPTED	0014																			
	CW2 TRANS ACCEPTED	0000																			
	TOTAL TRANSACTIONS REJECTED . . .	0000																			
	CW1 TRANS REJECTED	0000																			
	CW2 TRANS REJECTED	0000																			
	INVALID TRANSACTIONS	0000																			

Generated By

PPR510, PPR595

Printed By

PPR571, PPR595

Sequence

Order in which transactions are entered

Control Transactions

CW1, CW2, SP, AD

Purpose

Shows errors on submitted transactions. Provides an audit trail with totals of transactions listed in transaction type order.

Explanation

This report shows all transactions entered and any associated warning or rejection messages.

Totals are printed for:

- The number of transactions in
- The number of transactions out
- The number of transactions rejected
- Each transaction type
- All transaction types.

Combined Payroll/DOE Register (PRR401)

SYSTEM TEST ORG ALWA		X				PAGE		1									
						US COMBINED, W2/1099R, BENEFIT											
RUN DATE 12-13-2000								HOURLY				PERIOD END DATE 10-19-2000					
		EMPLR40EXCL DEDED EMPDED TBLDED STEDED PRIEXCL DEBOND 1															
		1KMATCHD G1		AMT		%		P CALC		ORITY		OD G2					
1042 C-1		8000	00	00	84000	84000	00	00	7263	6426	00	00	00	70311	70311	503	
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
ZAVIER, MARY-K AITHERI		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
MTD		8000	00	00	84000	84000	00	00	7263	6426	00	00	00	70311			
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
QTD		8000	00	00	84000	84000	00	00	7263	6426	00	00	00	70311			
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
YTD		8000	00	00	84000	84000	00	00	7263	6426	00	00	00	70311			
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
1044 C-1		8000	00	00	86000	86000	00	00	9755	6579	00	00	00	69666	69666	504	
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
WOOTLEY, L. FR ANCISC		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
MTD		8000	00	00	86000	86000	00	00	9755	6579	00	00	00	69666			
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
QTD		8000	00	00	86000	86000	00	00	9755	6579	00	00	00	69666			
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
YTD		8000	00	00	86000	86000	00	00	9755	6579	00	00	00	69666			
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
1046 MTD		00	00	00	00	00	00	00	00	00	00	00	00	00			
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
LESLIE, PAMELA ALWA10		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
QTD		00	00	00	00	00	00	00	00	00	00	00	00	00			
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
YTD		00	00	00	00	00	00	00	00	00	00	00	00	00			
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
1176 MTD		00	00	00	00	00	00	00	00	00	00	00	00	00			
		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
ALLEN, BRENDA ALWA117		00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	
QTD		00	00	00	00	00	00	00	00	00	00	00	00	00			

Generated By

PPR113

Printed By

PPR401

Sequence

Based on options in the CS-1 transaction

Control Transactions

CS-1, AD, AE, TK

Purpose

Displays, on one report, the information reported on the Payroll Register and the Deductions/Other Earnings Register. Preprinted form required.

Explanation

A preprinted form is required.

The first line of columnar headings is preprinted on the form. The second and third lines contain the descriptions from the Employee Master File of the other earnings and deductions to be reflected on the report. Each employee activity record contains three lines of detail:

- The first line contains a record of regular hours, overtime hours, other hours, total earnings, regular earnings, overtime earnings, other earnings, federal tax, FICA tax, state tax, local tax, total deductions, net pay, check amount and check number corresponding to the preprinted column headings on the form. This information also appears on the Payroll Register.
- The second and third lines contain the detail of the selected DOEs up to a maximum 30 per level 1-level 2. The DOE details appear 15 per line in the order in which they are specified on the HRMS Tables File in the TK transaction. If 15 or fewer DOEs are specified, the third line of detail is eliminated.
- The print lines will stagger if any amount field needs to print more than 99,999.99.

Current pay activity, adjustments, reversals, and prepay entries are always reflected. Optionally, month-to-date, quarter-to-date, and year-to-date accumulations can also be printed. Detail for inactive employees, terminated and/or deceased employees and active employees who are not being paid on the current cycle is optional. Due to the form, 22 characters of the employee's name print on the report.

Asterisks indicate any line in the employee data record found to be out of balance.

Totals can be taken on up to five levels of control and pay code. Optional month-to-date, quarter-to-date, or year-to-date totals can also be printed.

Customer Billing Invoices (P1R93M1)

06-02-1997

06 01 1997	CHECK FORMS - CHK1	94	2.222	EA	208.87
06 01 1997	DEPOSIT FORMS - DEP1	3	2.222	EA	6.67
07 08 1997	STOCK FORMS	174	2.222	EA	386.63
03 15 1997	TRANSACTION RECORDS	1	2.222	EA	2.22
03 15 1997	MASTER RECORDS	1,470	2.222	EA	3,266.34
03 15 1997	ACTIVE EMPLOYEES	101	2.222	EA	224.42
03 15 1997	TERMINATED EMPLOYEES	2	2.222	EA	4.44
03 15 1997	MAINTENANCE CARDS	1	2.222	EA	2.22

PLEASE PAY THIS AMOUNT 4 ,101.81*

Generated By

P1P93M

Printed By

P1P93M

Sequence

1. Level 1-level 2
2. Transaction code
3. Run date.

Control Transactions

AD, AO, A1-A2, B0-B9

Purpose

Prints itemized customer invoices.

Explanation

The A0, A1, and A2 control transactions contain the entries for printing the organization name and address and column headings.

The information printed includes:

- Date
- Items description
- Rate
- Unit description
- Number of items
- Amount of the invoice.

The number of items (such as checks and charges) is carried from the report generator into Billing if the AD option is chosen.

Total amount due or total credit is printed last on the invoice. The last invoice is a dummy invoice with totals for the user.

The system creates B1-B7 transactions. B0 and B9 transactions, which are miscellaneous debit and credit transactions, can be entered directly into the system.

Deductions/Other Earnings By DOE (PRR412)

DEDUCTIONS/OTHER EARNINGS BY DOE - PRR412 10 CREDIT					GEAC PERSONNEL			L112 AF03	PAGE	4	
REPORT DATE 04/01/1996					UNION			MANAGEMENT			
L3	L4	L5	EMPL NO		CURRENT	M-T-D	Q-T-D	Y-T-D	ARREARS	BALANCE	LIMIT
FA	ATL SALE		9465	DAWSON, ANGELA		462.93		462.93		0.00	
					99.99		462.93		0.00		0.00
	LEVEL 5 -SALE		TOTALS			462.93		462.93		0.00	
					99.99		462.93		0.00		0.00
FA	ATL TECH		7104	FOGLE, FRANK H.	33.33	462.93	462.93	462.93	0.00	0.00	0.00
	LEVEL 5 -TECH		TOTALS			462.93		462.93		0.00	
					33.33		462.93		0.00		0.00
	LEVEL 4 - ATL		TOTALS			925.86		925.86		0.00	
					133.32		925.86		0.00		0.00
FA	ENG TECH		1586	WONG, YEE CHEUNG		96.30		96.30		0.00	
					0.00		96.30	666,666,660.00			0.00
	LEVEL 5 -TECH		TOTALS			96.30		96.30		0.00	
					0.00		96.30	666,666,660.00			0.00
	LEVEL 4 - ENG		TOTALS			96.30		96.30		0.00	
					0.00		96.30	666,666,660.00			0.00
	LEVEL 3 - FA		TOTALS			1,022.16		1,022.16		0.00	
					133.32		1,022.16	666,666,660.00			0.00
IC	SUP SALE		4873	CANEY, CHARLES	33.33	262.95	262.95	262.95	0.00	0.00	0.00

Generated By

PPR125

Printed By

PPR412

Sequence

Major Sequence:

1. Level 1-level 2
2. DOE code.

Secondary sequence can be omitted or any of the following:

- Level 3
- Levels 3 and 4
- Levels 3, 4, and 5
- Union code
- DOE sort code.

Minor sequence can be one of the following:

- Employee number
- Employee name
- Social Security Number.

Control Transactions

DL, AE, AD

Purpose

Provides management information on selected deduction/other earnings.

Explanation

The print lines for an employee will stagger if:

- The name exceeds 27 characters (up to 35 will print).
- Amount field is greater than 99,999.99.

This report shows totals for the fields printed. Totals are printed for each level in the secondary sequence, DOE, level 1-level 2, and grand total.

Deductions Not Taken Register (PRR404)

DEDUCTIONS NOT TAKEN - PRR404				SYSTEM TEST ORG ALWA X		PAGE 1		
RUN DATE 10-19-2000				US COMBINED, W2/1099R, BENEFIT		PERIOD END DATE 10-19-2000		
CONTROLS	EMP NUMBER	EMPLOYEE NAME		HOURLY				
DEDUCTION	CUR AMT	CUR AMT	NOT TAKEN	DEDUCTION	CUR AMT	CUR AMT	NOT TAKEN	
CODE DESCRIPTION	TAKEN	NOT TAKEN	BALANCE	CODE DESCRIPTION	TAKEN	NOT TAKEN	BALANCE	
- - -	2834 NIT	TEST34, FR EMP 34						
JE DED TEL %	0.00	0.00	10.00					
- - -	2858 NIT	TEST58, FR EMP 58						
JE DED TEL %	0.00	0.00	10.00					
LEVEL TOTALS								
CODE DESCRIPTION	CUR TAKEN	C-NOT TAKEN	N-TAKEN BAL	CODE DESCRIPTION	CUR TAKEN	C-NOT TAKEN	N-TAKEN BAL	
JE DED TEL %	0.00	0.00	20.00	** LEVEL TOTAL	0.00	0.00	20.00	
JE DED TEL %	0.00	0.00	20.00	** LEVEL TOTAL	0.00	0.00	20.00	
JE DED TEL %	0.00	0.00	20.00	** LEVEL TOTAL	0.00	0.00	20.00	
DEDUCTIONS NOT TAKEN - PRR404				SYSTEM TEST ORG ALWA X		PAGE 2		
RUN DATE 10-19-2000				US COMBINED, W2/1099R, BENEFIT		PERIOD END DATE 10-19-2000		
CONTROLS	EMP NUMBER	EMPLOYEE NAME		HOURLY				
DEDUCTION	CUR AMT	CUR AMT	NOT TAKEN	DEDUCTION	CUR AMT	CUR AMT	NOT TAKEN	
CODE DESCRIPTION	TAKEN	NOT TAKEN	BALANCE	CODE DESCRIPTION	TAKEN	NOT TAKEN	BALANCE	
2000-2222-DPT1-	2232 C-1	ANDERSON, WILLIE ALWA223						
EB BOND 2	198.55	500.00	1,507.27					
LEVEL TOTALS								
CODE DESCRIPTION	CUR TAKEN	C-NOT TAKEN	N-TAKEN BAL	CODE DESCRIPTION	CUR TAKEN	C-NOT TAKEN	N-TAKEN BAL	
EB BOND 2	198.55	500.00	1,507.27	** LEVEL TOTAL	198.55	500.00	1,507.27	
EB BOND 2	198.55	500.00	1,507.27	** LEVEL TOTAL	198.55	500.00	1,507.27	
EB BOND 2	198.55	500.00	1,507.27	** LEVEL TOTAL	198.55	500.00	1,507.27	
EB BOND 2	198.55	500.00	1,507.27	JE DED TEL %	0.00	0.00	20.00	
** LEVEL TOTAL	198.55	500.00	1,527.27					
DEDUCTIONS NOT TAKEN - PRR404				SYSTEM TEST ORG ALWA X		PAGE 3		
RUN DATE 10-19-2000				US COMBINED, W2/1099R, BENEFIT		PERIOD END DATE 10-19-2000		
CONTROLS	EMP NUMBER	EMPLOYEE NAME		SALARY NON-EXEMPT				
DEDUCTION	CUR AMT	CUR AMT	NOT TAKEN	DEDUCTION	CUR AMT	CUR AMT	NOT TAKEN	
CODE DESCRIPTION	TAKEN	NOT TAKEN	BALANCE	CODE DESCRIPTION	TAKEN	NOT TAKEN	BALANCE	
- - -	1122 C-1	WILLIAMS, ROBIN ALWA1122						
GC 401K-W2 SUICD2	2,000.00	0.00	BAL TAKEN					
- - -	1234 C-1	RUSSEL, FRANCES ALWA1234						
A2 CHECK/ALWA/001	0.00	2.00	0.00					
A3 CHECK/ALWA/001	0.00	2.00	0.00					
A4 CHECK/ALWA/001	0.00	2.00	0.00					
A6 CHECK/ALWA/001	0.00	2.00	0.00					
A7 CHECK/ALWA/001	0.00	2.00	0.00					
A8 CHECK/ALWA/001	0.00	2.00	0.00	** EMP-TYPE TOTAL	0.00	12.00	0.00	
- - -	1346 NIT	KIMERE, JOHN ALWA1346						
GE 501C - W2	0.00	0.00	1,500.00					
- - -	1352 NIT	KEELER, JOE ALWA1352						
GE 501C - W2	0.00	0.00	231.20					
- - -	1360 C-1	YUSKON, MARY ALWA1360						
JB DED EMP AMT	0.00	11,111.99	11,111.99					
JC DED EMP %	0.00	33,333.11	33,333.11					
JD DED TEL AMT	0.00	77,773.33	77,773.33					
JE DED TEL %	0.00	22,222.99	22,222.99					
JF DED STEP CALC	0.00	44,444.11	44,444.11					
JG 1R>CONTRIB CY1	0.00	88,883.33	88,883.33					
JH 1R>CONTRIB CY2	0.00	33,333.99	33,333.99					

Generated By

PPR114

Printed By

PPR404

Sequence

Based on options selected in the CS-1 control transaction

Control Transactions

AD, AE, CS-1

Purpose

Provides complete detailed and summary accounting of any deductions that were scheduled, but could not be taken because of insufficient gross.

Explanation

When employee deductions are established, each deduction is assigned a frequency code (such as the first pay-period of the month, the second, the third, etc.). If, at compute time, the system finds a deduction that is scheduled to be taken, it automatically attempts to take it. The sequence of processing deductions is from 01-90. Therefore, deduction DOEs are processed first, as applicable.

If, because of insufficient gross, the deduction cannot be taken, the current deduction amount can, at your option, be added to the arrears balance for that deduction and displayed in the Not Taken Balance column. The DOE type code on the NK/RK transaction provides an option that allows a partial deduction to be taken in an amount determined by gross earnings. On the next pay cycle, any amount in arrears is taken first, or to the extent possible. If the system succeeds in taking all of the arrears amount, it then tries to take the current amount if the period code indicates that it should. The message BAL TAKEN will appear when all of the arrears balance from previous payroll is collected.

Besides showing the Current Amount Taken, Current Amount Not Taken, and a Not Taken Balance (total arrears balance) for each applicable deduction, this report also shows a frequency type total by employee. The frequency type total is the sum of all deductions where multiple deductions exist.

Adjustment/prepay/reversal activity, if present, is printed in detail and shown in separate totals when level 2 totals are printed.

Detail for an employee whose status is active-but-not-paid, inactive, or terminated, is also processed. All negative amounts print as negative.

Deductions/Other Earnings Register (PRR403)

DEDUCTIONS/OTHER EARNINGS - PRR403				SYSTEM TEST ORG ALWA X			PAGE 1	
PERIOD END DATE 10-19-2000				US COMBINED, W2/1099R, BENEFIT			RUN DATE 10-18-2000	
L3	L4	L5	EMPL NO	D/OE	D/OE	CURRENT	HOURLY	YTD
EMPLOYEE NAME				CODE	DESCRIPTION	AMOUNT	MTD	AMOUNT
			1776	C-1	PA TIP PAY (P)	200.00	200.00	200.00
ATKINS, SERDAR ALWA			1776					
			1780	C-1	QA TIP PAY (Q)	200.00	200.00	200.00
ATKINS, DOROTHY B. ALWA			1780					
			2600	C-1	PA TIP PAY (P)	10.00	10.00	10.00
MASS, FICA IND A ALWA			2600					
			2836	C-1	PA TIP PAY (P)	10.00	10.00	10.00
TEST36, PR EMP 36								
LEVEL 5 -			- TOTALS	CURR	PA TIP PAY (P)	220.00		
				QA	TIP PAY (Q)	200.00		
				NET	PA TIP PAY (P)	220.00		
				QA	TIP PAY (Q)	200.00		
				MQY	PA TIP PAY (P)		220.00	220.00
				QA	TIP PAY (Q)		200.00	200.00
DEDUCTIONS/OTHER EARNINGS - PRR403				SYSTEM TEST ORG ALWA X			PAGE 2	
PERIOD END DATE 10-19-2000				US COMBINED, W2/1099R, BENEFIT			RUN DATE 10-18-2000	
L3	L4	L5	EMPL NO	D/OE	D/OE	CURRENT	HOURLY	YTD
EMPLOYEE NAME				CODE	DESCRIPTION	AMOUNT	MTD	AMOUNT
LEVEL 4 -			- TOTALS	CURR	PA TIP PAY (P)	220.00		
				QA	TIP PAY (Q)	200.00		
				NET	PA TIP PAY (P)	220.00		
				QA	TIP PAY (Q)	200.00		
				MQY	PA TIP PAY (P)		220.00	220.00
				QA	TIP PAY (Q)		200.00	200.00
DEDUCTIONS/OTHER EARNINGS - PRR403				SYSTEM TEST ORG ALWA X			PAGE 3	
PERIOD END DATE 10-19-2000				US COMBINED, W2/1099R, BENEFIT			RUN DATE 10-18-2000	
L3	L4	L5	EMPL NO	D/OE	D/OE	CURRENT	HOURLY	YTD
EMPLOYEE NAME				CODE	DESCRIPTION	AMOUNT	MTD	AMOUNT
LEVEL 3 -			- TOTALS	CURR	PA TIP PAY (P)	220.00		
				QA	TIP PAY (Q)	200.00		
				NET	PA TIP PAY (P)	220.00		
				QA	TIP PAY (Q)	200.00		
				MQY	PA TIP PAY (P)		220.00	220.00
				QA	TIP PAY (Q)		200.00	200.00

Generated By

PPR113

Printed By

PPR403

Sequence

Based on options in the CS-1 control transaction

Control Transactions

CS-1, AD, AE

Purpose

Serves as an important part of the audit trail of the system by displaying all the deductions taken or other earnings paid an employee.

Explanation

Displays in detail all of the deductions taken or other earnings paid an employee (either through a pay entry transaction or set up as an automatic DOE) during the current pay period, and/or a summary of DOEs for month-to-date, quarter-to-date, and year-to-date including adjustments and prepaid activity. DOE information for both active and inactive employees is printed. The detailed data supports the other earnings and total deductions columns on the Payroll Register. The DOE Register consists of one line for each DOE applicable to an employee containing this information:

- Level 3
- Level 4
- Level 5
- Employee number
- DOE code
- DOE description
- Current amount*
- Month-to-date amount*
- Quarter-to-date amount*
- Year-to-date amount*.

*To-date amount data is optionally selected on the AD control transaction.

If the current cycle data is zero for any DOE, that DOE is not printed. If an employee did not have any DOEs, the employee does not appear on the register.

The total lines contain the four period fields from the detail lines as well as the level total being printed. If the period data is zeros for any DOE at any level of totaling, the DOE is not printed for that level.

Earnings History Report (P1R72M)

EARNINGS HISTORY REPORT - P1R72M			SYSTEM TEST ORG ALWA X			PAGE 1	
AL WA 1000			US COMBINED, W2/1099R, BENEFIT			RUN DATE 09/27/2000	
EMPLOYEE NAME							
L3	L4	L5					
TYPE	HOURS	EARNINGS	TAXES			DED/NET/CK AMT	
CHECK NUM			FEDERAL	STATE	CITY/COUNTY		
SMITH, SAM							
AAAA BBBB COCC	80.00 REG	8,159.20 REG	1,163.23 FIT	455.13 SIT	.00 CNTY	20.00 TOTDED	
C-1	.00 OT	.00 OT	507.11 SS	.00 SDI	.00 CITY	5,915.13 NETPAY	
200194888	.00 OTH	20.00 OTH	118.60 MED	.00 SUI		5,915.13 CKAMT	
04-03-2003	80.00 TOT	8,179.20 TOT	1,788.94 TOT	455.13 TOT	.00 TOT	101.9900 RATE	
AAAA BBBB COCC	80.00 REG	8,159.20 REG	1,163.23 FIT	455.13 SIT	.00 CNTY	20.00 TOTDED	
C-1	.00 OT	.00 OT	507.11 SS	.00 SDI	.00 CITY	5,915.13 NETPAY	
100186226	.00 OTH	20.00 OTH	118.60 MED	.00 SUI		5,915.13 CKAMT	
10-25-2003	80.00 TOT	8,179.20 TOT	1,788.94 TOT	455.13 TOT	.00 TOT	101.9900 RATE	
NET	160.00 REG	16,318.40 REG	2,326.46 FIT	910.26 SIT	.00 CNTY	40.00 TOTDED	
	.00 OT	.00 OT	1,014.22 SS	.00 SDI	.00 CITY	11,830.26 NETPAY	
	.00 OTH	40.00 OTH	237.20 MED	.00 SUI			
	160.00 TOT	16,358.40 TOT	3,577.88 TOT	910.26 TOT	.00 TOT		
EARNINGS HISTORY REPORT - P1R72M			SYSTEM TEST ORG ALWA X			PAGE 2	
AL WA 1010			US COMBINED, W2/1099R, BENEFIT			RUN DATE 09/27/2000	
EMPLOYEE NAME							
L3	L4	L5					
TYPE	HOURS	EARNINGS	TAXES			DED/NET/CK AMT	
CHECK NUM			FEDERAL	STATE	CITY/COUNTY		
KENNYS, DAVE							
	100.00 REG	1,000.00 REG	134.71 FIT	34.99 SIT	.00 CNTY	.00 TOTDED	
C-1	.00 OT	.00 OT	62.00 SS	.00 SDI	.00 CITY	753.80 NETPAY	
200194364	.00 OTH	.00 OTH	14.50 MED	.00 SUI		753.80 CKAMT	
04-03-2003	100.00 TOT	1,000.00 TOT	211.21 TOT	34.99 TOT	.00 TOT	1,000.00 SALARY	
	100.00 REG	1,000.00 REG	134.71 FIT	34.99 SIT	.00 CNTY	.00 TOTDED	
C-1	.00 OT	.00 OT	62.00 SS	.00 SDI	.00 CITY	753.80 NETPAY	
100185753	.00 OTH	.00 OTH	14.50 MED	.00 SUI		753.80 CKAMT	
10-25-2003	100.00 TOT	1,000.00 TOT	211.21 TOT	34.99 TOT	.00 TOT	1,000.00 SALARY	
NET	200.00 REG	2,000.00 REG	269.42 FIT	69.98 SIT	.00 CNTY	.00 TOTDED	
	.00 OT	.00 OT	124.00 SS	.00 SDI	.00 CITY	1,507.60 NETPAY	
.00 OTH	.00 OTH	29.00 MED	.00 SUI				
	200.00 TOT	2,000.00 TOT	422.42 TOT	69.98 TOT	.00 TOT		

Generated By

P1P72M

Printed By

P1P72M

Sequence

1. Level 1-level 2
2. Employee number

Control Transactions

DH, PH, SH

Purpose

Provides a detailed listing by date of all earnings and net pay per employee during a given period of time.

Explanation

The Earnings History file is sequenced by employee number within the two highest levels of control. This report is printed in the same format as the Payroll Register. A line is printed for each current line that appears on the Payroll Register during the quarter or period specified.

Totals are taken on each employee for all columns that can be cumulative. Adjustment/prepay/reversal transactions are accumulated at all levels of processing.

Employee Tax Summary (PRR410) (U.S.)

Employee Detail

EMPLOYEE TAX SUMMARY - REPORT NO. PRR410				MATTHEW SMITH ASSOCIATES, INC.				PAGE 14			
RUN DATE 04-15-2014				THE FINANCIAL SOFTWARE COMPANY				PERIOD END DATE 4-15-2014			
CONTROLS	EMP NUMBER	NAME									
TYPE SOC	SOC	GROSS	TAX	SDI/	SUI	SOC	SOC	GROSS	TAX	SDI/	SUI
TYPE	NUM	TAXABLE	WITHHELD	LST	TAX	TYPE	NUM	TAXABLE	WITHHELD	LST	TAX
-	-	-	1130	MIKELL, CLARICE	ALWA1130						
C-1 STATE	35	100.00									
MID STATE	35	500.00									
QTD STATE	35	500.00									
YTD STATE	35	500.00									
-	-	-	1134	GOLIGHTLY-&^%, ANDREA-	ALWA1134-						
C-1 STATE	37	100.00									
MID STATE	37	500.00									
QTD STATE	37	500.00									
YTD STATE	37	500.00									
-	-	-	1138	CRAMLETTE ALLEN J R,	AMOS ALWA113						
C-1 STATE	39	100.00	3.07		.07	CITY	9057	100.00	8.00		
C-1 CITY	7231	100.00	1.20								
MID STATE	39	400.00	12.28		.31	CITY	9057	400.00	32.00		
MID CITY	7231	400.00	4.80	10.00		CITY	6001	51,010.10	40.00		
QTD STATE	39	400.00	12.28		.31	CITY	9057	400.00	32.00		
QTD CITY	7231	400.00	4.80	10.00		CITY	6001	51,010.10	40.00		
YTD STATE	39	400.00	12.28		.31	CITY	9057	400.00	32.00		
YTD CITY	7231	400.00	4.80	10.00		CITY	6001	51,010.10	40.00		
YTD CITY	6001	32,060.20	40.00								
-	-	-	1140	DELISLE, BETSY	ALWA1140						
C-1 STATE	40	100.00	2.30	1.20							
MID STATE	40	500.00	11.50	6.00							
QTD STATE	40	500.00	11.50	6.00							
YTD STATE	40	500.00	11.50	6.00							

Totals

LEVEL TOTALS	STATE GROSS	STATE TAX	SDI TAX	SUI TAX	COUNTY GROSS	COUNTY TAX	CITY GROSS	CITY TAX
-								
CUR	740,337.03	31,850.71	213.55	72.60	23,537.80	401.24	43,210.09	851.30
MID	24,321,378.05	168,868.46	1,176.42	346.46	112,124.80	1,972.50	1,539,805.15	11,247.13
QTD	24,321,378.05	168,868.46	1,176.42	346.46	112,124.80	1,972.50	1,539,805.15	11,247.13
YTD	24,321,378.05	168,868.46	1,176.42	346.46	112,124.80	1,972.50	2,332,546.75	21,215.15
PENNSYLVANIA LST	CUR	8.33	MID	70.99	QTD	70.99	YTD	70.99

Generated By

PPR118

Printed By

PPR410

Sequence

1. Level 1-level 2
2. Level 3-level 4 (CS-1 option)
3. Period type (current pay period 1 through 5, month-, quarter-, and year-to-date, adjustments/prepays/reversals).
4. Government type (state, county, city).
5. Status types (active but not paid, inactive, or terminated) or by options selected on the CS-1 control transaction.

Control Transactions

AD, AE, CS-1

Purpose

Provides an analysis of an employee's state, county, and city gross income and taxes withheld.

Explanation

The Employee Tax Summary is produced from the current reports file and is normally run with the current payroll. Individual entries for each employee, for government type within period, are printed two per line. State, county, and city government types are broken out by preassigned numeric codes.

Totals are displayed for current, month-to-date, quarter-to-date, and year-to-date gross taxable earnings, taxes withheld, and SDI tax withheld, summarizing by government type.

Gross To Net Register (PRR401)

SYSTEM TEST ORG ALWA		X						PAGE		1					
								US COMBINED, W2/1099R, BENEFIT							
RUN DATE 12-13-2000								HOURLY				PERIOD END DATE 10-19-2000			
1042 C-1	8000	00	00	84000	84000	00	00	7263	6426	00	00	00	70311	70311	503
ZAVIER, MARY-K AITHERI MTD	8000	00	00	84000	84000	00	00	7263	6426	00	00	00	70311		
QTD	8000	00	00	84000	84000	00	00	7263	6426	00	00	00	70311		
YTD	8000	00	00	84000	84000	00	00	7263	6426	00	00	00	70311		
1044 C-1	8000	00	00	86000	86000	00	00	9755	6579	00	00	00	69666	69666	504
WOOTLEY, L. FR ANCISC MTD	8000	00	00	86000	86000	00	00	9755	6579	00	00	00	69666		
QTD	8000	00	00	86000	86000	00	00	9755	6579	00	00	00	69666		
YTD	8000	00	00	86000	86000	00	00	9755	6579	00	00	00	69666		
1046 MTD	00	00	00	00	00	00	00	00	00	00	00	00	00		
LESLIE, PAMELA ALWA10 QTD	00	00	00	00	00	00	00	00	00	00	00	00	00		
YTD	00	00	00	00	00	00	00	00	00	00	00	00	00		
1776 C-1	8000	00	00	184000	164000	00	20000	36066	2668	6849	00	20000	118417	118417	505
ATKINS, SERDAR ALWA17 MTD	8000	00	00	184000	164000	00	20000	36066	2668	6849	00	20000	118417		
QTD	8000	00	00	184000	164000	00	20000	36066	2668	6849	00	20000	118417		
YTD	8000	00	00	184000	164000	00	20000	36066	2668	6849	00	20000	118417		
1778 MTD	00	00	00	00	00	00	00	00	00	00	00	00	00		
ATKINS, BRUCE ALWA177 QTD	00	00	00	00	00	00	00	00	00	00	00	00	00		
YTD	00	00	00	00	00	00	00	00	00	00	00	00	00		
1780 C-1	8000	00	00	186000	166000	00	20000	24178	2697	2157	00	20000	136968	136968	506
ATKINS, DOROTHY B. AL MTD	8000	00	00	186000	166000	00	20000	24178	2697	2157	00	20000	136968		
QTD	8000	00	00	186000	166000	00	20000	24178	2697	2157	00	20000	136968		
YTD	8000	00	00	186000	166000	00	20000	24178	2697	2157	00	20000	136968		
1782 C-1	8000	00	00	168000	168000	00	00	19863	12852	00	00	00	135285	135285	507
ZAVIER, MARY-K AITHERI MTD	8000	00	00	168000	168000	00	00	19863	12852	00	00	00	135285		
QTD	8000	00	00	168000	168000	00	00	19863	12852	00	00	00	135285		
YTD	8000	00	00	168000	168000	00	00	19863	12852	00	00	00	135285		
1814 C-1	8000	00	00	196000	196000	00	00	33395	2842	13733	00	00	146030	146030	508
HAVEN, BRUCE ALWA1814 MTD	8000	00	00	196000	196000	00	00	33395	2842	13733	00	00	146030		
QTD	8000	00	00	196000	196000	00	00	33395	2842	13733	00	00	146030		
YTD	8000	00	00	196000	196000	00	00	33395	2842	13733	00	00	146030		
1816 C-1	8000	00	00	198000	198000	00	00	27518	2871	00	00	00	167611	167611	509
IREY, FRED ALWA1816 MTD	8000	00	00	198000	198000	00	00	27518	2871	00	00	00	167611		
QTD	8000	00	00	198000	198000	00	00	27518	2871	00	00	00	167611		
YTD	8000	00	00	198000	198000	00	00	27518	2871	00	00	00	167611		
1818 MTD	00	00	00	00	00	00	00	00	00	00	00	00	00		
JACKSON, FELISA ALWA1 QTD	00	00	00	00	00	00	00	00	00	00	00	00	00		
YTD	00	00	00	00	00	00	00	00	00	00	00	00	00		
1820 C-1	8000	00	00	202000	202000	00	00	25623	2929	6060	00	00	167388	167388	510
MAYS, KAREN ALWA1820 MTD	8000	00	00	202000	202000	00	00	25623	2929	6060	00	00	167388		
QTD	8000	00	00	202000	202000	00	00	25623	2929	6060	00	00	167388		
YTD	8000	00	00	202000	202000	00	00	25623	2929	6060	00	00	167388		

Generated By

PPR113

Printed By

PPR401

Sequence

Based on options in the CS-1 control transaction

Control Transactions

CS-1, AD, AE

Purpose

Displays the hours, earnings, taxes, net pay, and check number for each employee being paid or having adjustment activity during the current pay period.

Serves as an important part of the audit trail of the system.

Explanation

The state SUI, SDI, county, and city taxes are accumulated from the SALTA segments for printing on the Gross to Net Register.

Any line in which the fields in the employee data record are found to be out-of-balance shows asterisks (**). This generally results from either incorrect manual calculations or incorrect amounts or prepayments. In any event, the out-of-balance records are flagged and a total of the records is shown at the end of the Gross to Net Register so that corrective action can be taken.

The print lines will stagger if any amount field needs to print more than 99,999.99. Due to the form, 22 characters of the employee's name print on the report.

Through the CS-1 transaction, the following options are available:

- Skip to a new page on break of any or all of the four highest levels of control.
- Print month-to-date and/or quarter-to-date and/or year-to-date lines for each employee immediately following the current line.
- Suppress printing of terminated or deceased employees after the pay period in which termination occurs.

Hours Register (PRR409)

HOURS REGISTER - P1R40M09						SYSTEM TEST ORG ALWA				X	PAGE 1				
RUN DATE 10-19-2000						US COMBINED, W2/1099R,				BENEFIT	HOURLY	PERIOD END DATE 10-19-2000			
L3	L4	L5	EMP NUMBER	TYPE	HC HOURS	CURRENT	MTD	QTD	YTD	POSITIVE	NEGATIVE	PRE-PAYS	REVERSALS		
EMPLOYEE NAME						DESCRIPT	HOURS	HOURS	HOURS	HOURS	ADJS	ADJS			
			1042	C-1	REGULAR	80.00	80.00	80.00	80.00						
ZAVIER,	MARY-K		ATHERINALWA1042		TOT HRS	80.00	80.00	80.00	80.00						
-			1044	C-1	REGULAR	80.00	80.00	80.00	80.00						
WOOTLEY,	L. FR		ANCISCOALWA1044		TOT HRS	80.00	80.00	80.00	80.00						
-			1154	BEWD	VACAVAIL	-1.00									
SCUMEROUR,	BONNIE		ALWA1154		VACAVAIL										
-			1218	BEWD	VACAVAIL	-40.00									
SELLS,	JIM		ALWA1218		VACAVAIL										
-			1776	C-1	REGULAR	80.00	80.00	80.00	80.00						
ATKINS,	SERDAR		ALWA1776		TOT HRS	80.00	80.00	80.00	80.00						
-			1780	C-1	REGULAR	80.00	80.00	80.00	80.00						
ATKINS,	DOROTHY B.		ALWA1780		TOT HRS	80.00	80.00	80.00	80.00						
			1782	C-1	REGULAR	80.00	80.00	80.00	80.00						
ZAVIER,	MARY-K		ATHERINALWA1782		TOT HRS	80.00	80.00	80.00	80.00						
			1814	C-1	REGULAR	80.00	80.00	80.00	80.00						
HAVEN,	BRUCE		ALWA1814		TOT HRS	80.00	80.00	80.00	80.00						
			1816	C-1	REGULAR	80.00	80.00	80.00	80.00						
IRBY,	FRED		ALWA1816		TOT HRS	80.00	80.00	80.00	80.00						
			1820	C-1	REGULAR	80.00	80.00	80.00	80.00						
MAYS,	KAREN		ALWA1820		TOT HRS	80.00	80.00	80.00	80.00						
			1964	BEWD	VACAVAIL	-80.00									
ARBY,	WRED		ALWA1964		VACAVAIL										
			1974	BEWD	VACAVAIL	-40.00									
CARBAND,	BOSIE		ALWA1974		VACAVAIL										
			1984	BEWD	VACAVAIL	-160.00									
ERBY,	CAAD		ALWA1984		VACAVAIL										
HOURS REGISTER - P1R40M09						SYSTEM TEST ORG ALWA				X	PAGE 2				
RUN DATE 10-19-2000						US COMBINED, W2/1099R,				BENEFIT	HOURLY	PERIOD END DATE 10-19-2000			
L3	L4	L5	EMP NUMBER	TYPE	HC HOURS	CURRENT	MTD	QTD	YTD	POSITIVE	NEGATIVE	PRE-PAYS	REVERSALS		
EMPLOYEE NAME						DESCRIPT	HOURS	HOURS	HOURS	HOURS	ADJS	ADJS			
			2046	BEWD	SICAVAIL	-8.00									
CARBAND,	JESSY		ALWA2046		SICAVAIL										
			2218	C-1	REGULAR	80.00	80.00	80.00	80.00						
ALDOUPOLIS,	ANDREW		ALWA2218		TOT HRS	80.00	80.00	80.00	80.00						
			2224	BEWD	VACAVAIL	-40.00									
CARLOS,	MARY		ALWA2224		VACAVAIL										
			2600	C-1	REGULAR	80.00	80.00	80.00	80.00						
MASS,	FICA IND A		ALWA2600		TOT HRS	80.00	80.00	80.00	80.00						
			2836	C-1	REGULAR	75.00	75.00	75.00	75.00						
TEST36,	FR EMP 36				TOT HRS	75.00	75.00	75.00	75.00						
			L5 TOTALS	CMQY	VACAVAIL	-361.00									
					SICAVAIL	-8.00									

HOURS REGISTER - PIR40M09						SYSTEM TEST ORG ALWA					X		PAGE 3			
RUN DATE 10-19-2000						US COMBINED, W2/1099R, BENEFIT					HOURLY		PERIOD END DATE 10-19-2000			
L3	L4	L5	EMP NUMBER	TYPE	HC HOURS	CURRENT	MTD	QTD	YTD	POSITIVE	NEGATIVE	PRE-PAYS	REVERSALS			
EMPLOYEE NAME					DESCRIPT	HOURS	HOURS	HOURS	HOURS	ADJS	ADJS					
L4 TOTALS					CMQY	VACAVAIL	-361.00									
						SICAVAIL	-8.00									
HOURS REGISTER - PIR40M09						SYSTEM TEST ORG ALWA										
X						PAGE					4					
RUN DATE 10-19-2000						US COMBINED, W2/1099R, BENEFIT					HOURLY		PERIOD END DATE 10-19-2000			
0	L3	L4	L5	EMP NUMBER	TYPE	HC HOURS	CURRENT	MTD	QTD	YTD	POSITIVE	NEGATIVE	PRE-PAYS	REVERSALS		
EMPLOYEE NAME					DESCRIPT	HOURS	HOURS	HOURS	HOURS	ADJS	ADJS					
-					L3 TOTALS	CMQY	VACAVAIL	-361.00								
Placeholder																

Generated By

PPR119

Printed By

PPR409

Sequence

Based on the options selected in the CS-1 control transaction

Control Transactions

CS-1, AD, AE, AF

Purpose

Lists the employee's hours by type (regular, overtime and other). In addition, it lists remaining vacation and sick leave due the employee.

Explanation

The report lists employee hours by transaction. Adjustment transactions are normally not printed when processed but are summarized in the POSITIVE ADJS, NEGATIVE ADJS, PREPAYS, and REVERSALS report positions when the last transaction for an employee is printed. However, if this last transaction is an adjustment transaction, it is printed, along with a summary of preceding adjustments, with the appropriate transaction identification code in the TYPE POSITION (ADJ+, ADJ-, PRE, REV). All check transactions are printed as they are processed, showing current hours only, with the transaction identification code of C-n, where n is the relative check number.

If an employee has no current hours activity, a balance forward status record (transaction identification code BFWD) prints as the only information for the employee. If printing of to-date hours accumulators is specified through the AD report generator control transaction option, these accumulators are printed with the last current transaction for the employee.

For each transaction printed, hours are listed individually with regular hours first, followed by overtime hours, the 25 special hours, total other hours (summary of all nonzero special hours categories), total hours (summary of nonzero regular, overtime and total other hours categories), and finally vacation and sick hours available. Hours categories (including summary categories) are printed only when one or more of the hours amounts are greater than zero.

In addition to the transaction identification code and nonzero hours, amounts for each employee transaction, employee name and number, levels 3, 4 and 5, and referenced master file hours codes, (special hours only) and hours descriptions (or literal substitutes) are also printed.

Report sequencing, control level totaling, page breaking, and spacing between employee transactions printed are controlled through CS-1 transaction options. Control levels subject to the totaling/page breaking options include levels 3, 4 and 5. Totals by pay code can also optionally be printed between level 3 and level 2 control breaks. If this option is selected, page breaking after the printing of pay code totals automatically takes place.

In addition, Hours Register report totals are automatically calculated and printed. The report format for report total printing is slightly modified to allow for increased hours amount field sizes. The totals printed for each hours category are staggered across the page over two report lines.

All negative amounts at both the employee transaction and total levels print as negative.

Online Check Calc. Audit File Maintenance Report (PRQCMA)

OCC AUDIT FILE MAINTENANCE REPORT PRQCMA						PAGE 1 DATE 12/02/1997
TERM	DATE	TIME	L1 L2	EMPLOYEE	CK/CQ	CK/CQ
ID	PRINTED	PRINTED		NUMBER	DATE	NUMBER
0009	12-02-1997	14:10:04	XX XX	XXXXXXXXXX	99-99-9999	1
0009	12-02-1997	14:10:04	CN DA	1510	01-01-2000	2
TOTAL OCC CHECKS/CHEQUES DELETED:				2		
TOTAL OCC RECORDS DELETED:				8		

Generated By

PPQCMA

Printed By

PPQCMA

Sequence

None

Control Transactions

None

Purpose

Lists records deleted from the Realtime Audit file.

Explanation

Shows the Online Check Calculation records deleted from the Realtime Audit file.

Online Check Calc. Maintenance Input Trans. Report (PRQCCM)

OCC INPUT TRANSACTION REPORT

PRQCCM

DATE 08/31/2001

PAGE

1

MESSAGE

1

12 34 56 78901234

DC ** ** 19971115

TOTAL TRANSACTIONS

1

TOTAL INVALID TRANSACTIONS

0

OCC MAINTENANCE REPORT

PRQCCM2

PAGE

1

DATE 08/31/2001

L1 L2	EMPLOYEE NUMBER	DATE ENTERED	TIME ENTERED	CK/CQ DATE	CK/CQ NUMBER
AL WA	1001	10-22-1997	12:14:31	10-22-1997	000000002
AL WA	1002	10-22-1997	12:15:51	10-22-1997	000000003
AL WA	1003	10-22-1997	12:36:34	10-22-1997	000000002
AL WA	1004	10-22-1997	12:45:15	10-22-1997	000000003
TOTAL RECORDS DELETED:			4		

Generated By

PPQCCM

Printed By

PPQCCM

Sequence

None

Control Transactions

DC, IF

Purpose

Lists input transactions for current cycles and maintenance run results when initializing or purging the Selected Employees File (PWQ500) and/or Check Detail File (PWQ510).

Explanation

The following information prints for each input transaction:

- DC transaction:
 - Transaction code
 - Level 1-level 2
 - Date.
- IF transaction:
 - Transaction code
 - Selected Employees file initialize option
 - Check Detail file initialize option.

An error message prints for each invalid transaction. Grand totals reflect the number of input transactions and invalid transactions.

Payroll Compute Activity Report (PRP700)

HRMS PAYROLL COMPUTE ACTIVITY				PRP700	SYSTEM TEST-ORG*ALWA		X	L1 AL	PAGE 7
					US COMBINED, W2/1099R, BENEFIT			L2 WA	RUN DATE 01/30/2009
TRN	EMPLOYEE								
CD. L1 L2	NUMBER		ACTIVITY						
AL WA	2412	TINER, ALFRED ALWA2412		209	EMPLOYER STATE UNEMPLOYMENT EXPERIENCE RATE NOT FOUND	=> NJ			
AL WA	2414	LOHRENGEL, HARRY ALWA2414		209	EMPLOYER STATE UNEMPLOYMENT EXPERIENCE RATE NOT FOUND	=> NY			
AL WA	2416	RUTLEDGE, DWIGHT ALWA2416		209	EMPLOYER STATE UNEMPLOYMENT EXPERIENCE RATE NOT FOUND	=> NY			
AL WA	2446	HELMIK, LYON ALWA2446		ACTIVE BUT NOT PAID					
AL WA	2478	OSDER, FLOWERS ALWA2478		209	EMPLOYER STATE UNEMPLOYMENT EXPERIENCE RATE NOT FOUND	=> NE			
AL WA	2480	RODRIGUEZ# JR., IRA* ALWA2480		209	EMPLOYER STATE UNEMPLOYMENT EXPERIENCE RATE NOT FOUND	=> NV			
AL WA	2482	CHEESEMAN, CHARLES ALWA2482		209	EMPLOYER STATE UNEMPLOYMENT EXPERIENCE RATE NOT FOUND	=> NH			
AL WA	2484	BLUIETT, ANNA MARIE ALWA2484		209	EMPLOYER STATE UNEMPLOYMENT EXPERIENCE RATE NOT FOUND	=> NM			
AL WA	2486	EDWARDS, GARY ALWA2486		209	EMPLOYER STATE UNEMPLOYMENT EXPERIENCE RATE NOT FOUND	=> NY			
AL WA	2504	KEENER, LYNETTA ALWA2504		ACTIVE BUT NOT PAID					
AL WA	991058	BARRETT, CRAIG		209	EMPLOYER STATE UNEMPLOYMENT EXPERIENCE RATE NOT FOUND	=> NJ			
HRMS PAYROLL COMPUTE ACTIVITY				PRP700	SYSTEM TEST-ORG*ALWA		X	L1 AL	PAGE 9
					US COMBINED, W2/1099R, BENEFIT			L2 WA	RUN DATE 01/30/2009
		PERIOD	CHECK	CURRENT PAYROLL TOTALS			-----HASH TOTALS-----		
		END DATE	DATE						
WEEKLY/BI-WEEKLY		01/30/2009	01/30/2009				HOURLY RATE	13,994.7827	
SEMI MONTHLY/MONTHLY		01/30/2009	01/30/2009				SALARY	576,749.63	
EMPLOYEE TOTALS									
-----EARNINGS-----			-----TAXES-----			-----DED/EIC/NET-----			
			FEDERAL	STATE		LOCAL			
REGULAR	930,162.84	FIT	1,588,644.72	SIT	270,612.73	COUNTY	39,311.93	DED	48,875.33
O/T	.00	EE-SSEC	103,806.39	EE-SUI	568.49	CITY	1,180.48	EIC	81.90
OTHER	6,950,268.68	EE-MED	105,542.89	EE-SDI	1,231.61			NET	5,712,276.88
		EE-MQGE	8,351.50	EE-FLI	28.57				
TOTAL	7,880,431.52	TOTAL	1,806,345.50	TOTAL	272,441.40	TOTAL	40,492.41		
EMPLOYER TOTALS									
		ER-SSEC	105,377.66	ER-SUI	39,128.19				
		ER-MED	105,910.36						
		ER-MQGE	7,927.95						
		ER-FUI	8,130.45						
PDP770-01 WARNING *** BASE WEEK WAGE MINIMUM NOT ON HRMS TABLES FILE FOR STATE: 48, DATE: 20090130, ZERO AMOUNT ASSUMED ***									
PDP770-01 WARNING *** BASE WEEK WAGE MINIMUM NOT ON HRMS TABLES FILE FOR STATE: 05, DATE: 20090130, ZERO AMOUNT ASSUMED ***									
PDP770-01 WARNING *** BASE WEEK WAGE MINIMUM NOT ON HRMS TABLES FILE FOR STATE: 05, DATE: 20090130, ZERO AMOUNT ASSUMED ***									

Generated By

PLP700

Printed By

PLP700

Sequence

1. Level 1-level 2
2. Employee number
3. Transaction code and separator code.

Control Transactions

None

Purpose

Provides a listing of the adjustment transactions processed by the payroll compute program and provides messages of specific employee activity. The before and after images of the transactions are shown.

Explanation

For each adjustment transaction processed, the transaction code, level 1-level 2, employee number and all master fields changed or added are printed in the order in which they appear in the transaction.

For employee activity messages, level 1-level 2, employee number, employee name, and the message are printed.

Messages appear on the report to note the following:

- Active employees who are not being paid
- Terminated employees being automatically deleted from the file
- Employees who are not being paid because gross or taxable wages are negative
- Missing tax reference information in the HRMS Tables File
- Lock-in letter information not consistent with federal information.

Two sets of totals appear for each level 1-level 2. The first set of totals prints the number of employee segments and transactions processed for the level 1-level 2.

The second set of totals is the current payroll totals. Total amounts are shown for earnings, EIC, taxes, deductions and net pay. EIC is a U.S. only column. Under the taxes column, appropriate descriptions are printed for either U.S. or Canadian organizations. Hash totals are simple additions of the hourly rate and salary fields in the master. The other amount fields, with the exception of the EIC employer Social Security/Medicare amounts, represent the amounts which will be printed on the Payroll Register as level 2 current totals. The EIC total is the amount of Other Earnings that is applicable to EIC. The EIC amount is included in the Other Earnings total. The employer Social Security/Medicare amount is used to calculate the EIC adjustment percentage.

Payroll Register (PRR402)

PAYROLL REGISTER - PRR402			SYSTEM TEST ORG ALWA		X	- AL		PAGE	1
P.E.DATE			CHK DATE	US COMBINED, W2/1099R, BENEFIT		- WA		RUN DATE 10/19/2000	
WKLY/BI-WKLY			10/19/2000	10/19/2000				HOURLY	
SEMI-MTHLY/MTHLY			10/19/2000	10/20/2000					
-----LEVELS-----			EMP NUMBER	EMPLOYEE NAME	SOC SEC NO	RATE/SALARY			
3	4	5							
TYPE	HOURS	EARNINGS		TAXES		DED/NET/CK AMT			
CHECK NUM			FEDERAL	STATE	CITY/COUNTY				
	1042	ZAVIER, MARY-K	ATHERINALWA1042	599872530					
C-1	80.00 REG	840.00 REG	72.63 FIT	.00 SIT	.00 CNLY	.00 TOT DED			
503	.00 OT	.00 OT	52.08 SS	.00 SDI	.00 CITY	703.11 NET PAY			
	.00 OTH	.00 OTH	12.18 MED	.00 SUI		703.11 CK AMT			
	80.00 TOT	840.00 TOT	136.89 TOT	.00 TOT	.00 TOT				
NET	80.00 REG	840.00 REG	72.63 FIT	.00 SIT	.00 CNLY	.00 TOT DED			
	.00 OT	.00 OT	52.08 SS	.00 SDI	.00 CITY	703.11 NET PAY			
	.00 OTH	.00 OTH	12.18 MED	.00 SUI					
	80.00 TOT	840.00 TOT	136.89 TOT	.00 TOT	.00 TOT				
MID	80.00 REG	840.00 REG	72.63 FIT	.00 SIT	.00 CNLY	.00 TOT DED			
	.00 OT	.00 OT	52.08 SS	.00 SDI	.00 CITY	703.11 NET PAY			
	.00 OTH	.00 OTH	12.18 MED	.00 SUI					
	80.00 TOT	840.00 TOT	136.89 TOT	.00 TOT	.00 TOT				
QTD	80.00 REG	840.00 REG	72.63 FIT	.00 SIT	.00 CNLY	.00 TOT DED			
	.00 OT	.00 OT	52.08 SS	.00 SDI	.00 CITY	703.11 NET PAY			
	.00 OTH	.00 OTH	12.18 MED	.00 SUI					
	80.00 TOT	840.00 TOT	136.89 TOT	.00 TOT	.00 TOT				
YTD	80.00 REG	840.00 REG	72.63 FIT	.00 SIT	.00 CNLY	.00 TOT DED			
	.00 OT	.00 OT	52.08 SS	.00 SDI	.00 CITY	703.11 NET PAY			
	.00 OTH	.00 OTH	12.18 MED	.00 SUI					
	80.00 TOT	840.00 TOT	136.89 TOT	.00 TOT	.00 TOT				
	1044	WOOTLEY, L. FR	ANCISCOALWA1044	600927346					
C-1	80.00 REG	860.00 REG	97.55 FIT	.00 SIT	.00 CNLY	.00 TOT DED			
504	.00 OT	.00 OT	53.32 SS	.00 SDI	.00 CITY	696.66 NET PAY			
	.00 OTH	.00 OTH	12.47 MED	.00 SUI		696.66 CK AMT			
	80.00 TOT	860.00 TOT	163.34 TOT	.00 TOT	.00 TOT				
NET	80.00 REG	860.00 REG	97.55 FIT	.00 SIT	.00 CNLY	.00 TOT DED			
	.00 OT	.00 OT	53.32 SS	.00 SDI	.00 CITY	696.66 NET PAY			
	.00 OTH	.00 OTH	12.47 MED	.00 SUI					
	80.00 TOT	860.00 TOT	163.34 TOT	.00 TOT	.00 TOT				
MID	80.00 REG	860.00 REG	97.55 FIT	.00 SIT	.00 CNLY	.00 TOT DED			
	.00 OT	.00 OT	53.32 SS	.00 SDI	.00 CITY	696.66 NET PAY			
	.00 OTH	.00 OTH	12.47 MED	.00 SUI					
	80.00 TOT	860.00 TOT	163.34 TOT	.00 TOT	.00 TOT				

Generated By

PPR113

Printed By

PPR402

Sequence

Based on options in the CS-1 control transaction

Control Transactions

CS-1, AD, AE, AF

Purpose

Displays the hours, earnings, taxes, deductions, net pay, and check number for each employee being paid or having adjustment activity during the current pay period.

Serves as an important part of the audit trail of the system.

Explanation

The other earnings and total deductions columns are summarized by employee on the Payroll Register. Details of the deductions or other earnings are reflected on the DOE Register. The state SUI, SDI, county, and city taxes are accumulated from the SALTA segments for printing on the Payroll Register.

Any line in which the fields in the employee data record are found to be out-of-balance shows asterisks (**). This generally results from either incorrect manual calculations or incorrect amounts or prepayments. In any event, the out-of-balance records are flagged and a total of the records is shown at the end of the Payroll Register so that corrective action can be taken.

Through the CS-1 transaction, the following options are available:

- Skip to a new page on break of any or all of the four highest levels of control.
- Suppress printing of terminated or deceased employees after the pay period in which termination occurs.
- Suppress printing of active employees who were not paid during the current pay period.
- Suppress printing of inactive employees.

Totals can be taken on up to five levels of control and pay code (hourly, salary, and salary exempt). These totals include columnar totals. Month-to-date, quarter-to-date, and year-to-date totals can also be printed.

Through the AD transaction, the following option is available:

- Print month-to-date and/or quarter-to-date and/or year-to-date lines for each employee immediately following the current line.

Report Generate Audit and Error Listing (PPR111)

DATE 08/26/1997	REPORT FILE GENERATOR										PAGE	1
AUDIT MESSAGES AND ERROR LISTING												
CARD IMAGE OR RECORD-KEY										AUDIT MESSAGES AND ERRORS		
-----1-----2-----3-----4-----5-----6-----7-----8												
ALWAD	EEEEEEEE	EEE	EEEEEEEEEEEE	EEEE					2	CONTROL RECORD ACCEPTED		
CNDAD	EEEEEEEE	EEE	EEEEEEEEEEEE	EEEE		EEEE			2	CONTROL RECORD ACCEPTED		
TNRAD	EEEEEEEE	EEE	EEEEEEEEEEEE	EEEE					2	CONTROL RECORD ACCEPTED		
TNRBAD	EEEEEEEE	EEE	EEEEEEEEEEEE	EEEE					2	CONTROL RECORD ACCEPTED		
TNRB										NO MASTER FOR THIS L1L2		

Generated By

PPR111

Printed By

PPR111

Sequence

Level 1-level 2

Control Transactions

AD

Purpose

Shows input transactions used to generate the report files during the run to serve as an audit trail for the system.

Explanation

Prints AD transactions used during the run with any associated errors and indicates if the transactions were accepted.

Report Generate Process Summary (PPR128)

DATE 08/26/1997	REPORT FILE GENERATOR	PAGE	1
	AUDIT MESSAGES AND ERROR LISTING		
REPORT FILE GENERATOR PROCESS SUMMARY - PPR128		PAGE	1
RUN DATE 08/26/1997			
	AD TRANSACTIONS ACCEPTED		4
	DL TRANSACTIONS ACCEPTED		0
	SL TRANSACTIONS ACCEPTED		0
	BILLING TRANSACTIONS CREATED		0
	CHECK RECORDS CREATED		0
	OTHER REPORT RECORDS CREATED	15,183	
	RECORDS EXPECTED OUT OF CHECK WRITER		0

Generated By

PPR128

Printed By

PPR128

Sequence

Level 1-level 2

Control Transactions

None

Purpose

Shows how many payroll report records were generated during the run.

Explanation

Prints a summary of the transactions entered, as well as the total number of payroll report records generated, check records created and expected by check writer.

Report Print Process Summary (PRR4ED)

PROCESS SUMMARY - PRR4ED															PAGE 1					
RUN DATE 10/19/2000																				
01-EARN & DED REGISTR					11-ACH TAPE/AUDIT RPT					72-CAN EMPLR TAX SUMM										
02-PAYROLL REGISTER					07-BANK SERVICES					12-DED/OTH.ERN BY DOE										
03-DED/OTHER EARN					08-TAX DISTR SUMMARY					13 ADDRESS LABELS										
04-DED NOT TAKEN					09-HOURS REGISTER															
05-BOND PURCH & BAL					10-EMPLOYEE TAX SUMRY															
B=PRINTING BYPASSED															P=PRINTED/TAPE CREATED		N=NOT FOUND		I=INVALID	
LEVEL	01	02	03	04	05	07	08	09	10	11	12	13	72	PRE-PRNT			STOCK PUNCH			
L1 L2																	FORMS		FORMS CARDS	
AL WA	P	P	P	P	P		P	P	P	P	N	N		289	861	0				
CN DA	P	P	P	P	N		N	P	P	P	N	N	P	11	78	0				
TOTAL RECORDS IN						10,465														
TOTAL PRE-PRINTED PAGES						300														
TOTAL STOCK PAGES						939														
TOTAL PUNCH CARDS						0														

Generated By

PPR4ED

Printed By

PPR4ED

Sequence

Level 1-Level 2

Control Transactions

None

Purpose

Shows reports which are requested and processed during the run to serve as an audit trail for the system.

Explanation

Prints the titles of the reports printed or bypassed, as well as the total number of preprinted forms, stock forms, and punch cards that are printed.

Total records in, total preprinted pages, total stock pages, and total punch cards for the run are printed.

Tax Distribution Summary (PRR408)

WKLY/BI-WKLY 10/15/2012 10/15/2012
SEMI-MTHLY/MTHLY 10/15/2012 10/15/2012

GROSS EARNINGS TOTALS

	CURRENT	MIH-TO-DATE	QTR-TO-DATE	YEAR-TO-DATE
REGULAR EARN	.00	1,544,440.16	95,304,335.26	95,302,862.30
O/T EARNINGS	.00	.00	3,000,170.03	3,000,024.63
OTHER EARN	.00	136,033.15	28,892,602.32	28,892,587.32
TOTAL EARN	.00	1,680,473.31	127,197,107.61	127,195,474.25

FEDERAL TAX TOTALS

	CURRENT	CURRENT-NET	MIH-TO-DATE	QTR-TO-DATE	YEAR-TO-DATE	POS-ADJ	NEG-ADJ	PRE-PAYS	REVERSALS
FEDERAL INCOME TAX									
TXBL WG	.00	.00	1,640,209.32	124,485,987.79	124,484,438.18	.00	.00	.00	.00
TAX	.00	.00	180,438.90	15,759,055.24	15,758,735.03	.00	.00	.00	.00
EMPS PD	0		770	879	878				
FEDERAL UNEMPLOYMENT INSURANCE									
TOTL WG	.00	.00	.00	.00	125,773,427.79	.00	.00	.00	.00
TXBL WG	.00	.00	27,320.00	5,943,651.89	5,942,031.13	.00	.00	.00	.00
TAX	.00	.00	7.84	36,625.55	36,612.58	.00	.00	.00	.00
EMPLOYEE SOCIAL SECURITY/MEDICARE									
TOTL WG	.00	.00	.00	.00	50,276,951.49	.00	.00	.00	.00
RPT TIP	.00	.00	13,808.00	406,053.57	406,053.57	.00	.00	.00	.00
EMPLOYEE SOCIAL SECURITY									
TXBL WG	.00	.00	321,341.31	29,376,827.12	29,406,379.44	.00	.00	.00	.00
TAX	.00	.00	13,496.24	1,236,511.78	1,236,733.26	.00	.00	.00	.00
EMPLOYEE MEDICARE									
TXBL WG	.00	.00	552,558.36	48,478,958.87	48,508,511.19	.00	.00	.00	.00
TAX	.00	.00	12,656.77	779,191.84	779,502.92	.00	.00	.00	.00
EMPLOYER SOCIAL SECURITY/MEDICARE									
TOTL WG	.00	.00	.00	.00	52,149,028.01	.00	.00	.00	.00
TIP CR	.00	.00	21,240.00	646,381.74	646,381.74	.00	.00	.00	.00
EMPLOYER SOCIAL SECURITY									
TXBL WG	.00	.00	668,673.92	31,750,743.31	31,777,854.39	.00	.00	.00	.00
TAX	.00	.00	41,457.68	1,969,056.54	1,969,278.02	.00	.00	.00	.00
EMPLOYER MEDICARE									
TXBL WG	.00	.00	1,202,374.82	51,867,088.01	51,894,199.09	.00	.00	.00	.00
TAX	.00	.00	17,434.34	1,349,013.78	1,349,324.86	.00	.00	.00	.00

Generated By

PPR120

Printed By

PPR408

Sequence

1. Level 1-level 2
2. Taxing Authority for federal information, followed by states in sequence by two-digit state code, counties in sequence by three-digit code, and cities in sequence by four-digit code.

This report can be produced without level 1-level 2 in the sort key so that more than one organization can be sequenced together.

Control Transactions

AD, AE, AF, CS-1

Purpose

Provides tax and taxable wage information for balancing and necessary filing with federal, state, and local agencies.

Explanation

Tax and taxable wage reporting is summarized by taxing authority, within level 2, if the report is sequenced by level 2. A summary of adjustment activity is provided and current, month-, quarter-, and year-to-date accumulations are optional. They can be generated every pay cycle or at period end only. Weekly/biweekly and semimonthly/monthly period end and check dates from the AA transaction are shown at the top of the report.

The first page of the report contains the federal information, including

- Federal income tax, taxable wages, and number of employees paid
- Federal unemployment total wages, taxable wages and tax
- Employee Social Security total wages, taxable wages and tax
- Employee Medicare total wages, taxable wages and tax
- Employer Social Security total wages, taxable wages and tax
- Employer Medicare total wages, taxable wages and tax
- Earned Income Credit
- Preceding the federal information, current and to-date amounts print for Regular Earnings, Overtime Earnings, Other Earnings and Total Earnings for Level 1, Level 2.

The number of employees paid is the number of employees who received taxable wages in the period specified.

The state information is reported in sequence by state code. The state name from the HRMS Tables File prints to the right of the code. If no description is found in the HRMS Tables File, the word STATE is printed.

The print lines stagger if any amount field exceeds 99,999,999.99 (up to 99,999,999,999.99).

This list shows other information included on the report:

- State income tax, taxable wages, and employees paid taxable wages.
- Employer state unemployment total wages, employees paid total wages, and taxable wages.
- Employee SUI tax, employer SUI tax, and the tax rate used. The employer SUI tax is calculated using this rate and the employer SUI taxable wages at the time the report is produced. If the employer SUI rate is not found in the HRMS Tables File, a default rate is used.
- Employer FUI tax and taxable wages for the state. Number of employees paid is accumulated by taxable wages and by SUI total wages and reported separately.
- County income tax, taxable wages, and number of employees paid taxable wages are reported by the three-digit county code. The county name from the HRMS Tables File is printed; if it is not found, the word COUNTY prints.
- City income tax, taxable wages, and number of employees paid taxable wages, by city, follow the county information.
- Pennsylvania locals wages and tax by resident political subdivision within work local SCC within tax collection district from the Local SCC TE transaction.
- Level 1 totals provide a summary total of federal, state, county, and city taxes, wages, and employees paid.

If you use the Employee Master File to produce this report, the current employees paid (EMPS PD) is always zero.

Time Entry Proof List (PRR300)

TIME ENTRY PROOF LIST PRR300				SYSTEM TEST ORG ALWA X				PAGE 1	
RUN DATE 03-04-2000				US COMBINED, W2/1099R, BENEFIT					
ZT TIME CARDS LEVEL-2 WA									
ERN	EMPLOYEES	TIME CARDS	REG-SP HRS	OVERTIME HRS	REG/SP ERN	OVERTIME AMT	HR	REG/SP HRS	OVERTIME HRS
ZA	3	9	3,119.97	3,000.96			02	120.00	.99
							03	2,999.97	2,999.97
ZT TOT				3	9	3,119.97	3,000.96		
TIME ENTRY PROOF LIST PRR300				SYSTEM TEST ORG ALWA X				PAGE 2	
RUN DATE 03-04-2000				US COMBINED, W2/1099R, BENEFIT					
ZV TIME CARDS LEVEL-2 WA									
ERN	EMPLOYEES	TIME CARDS	VAC HRS	VAC AMT	HR	VAC HRS			
00	2	6	2,239.98		00	2,239.98			
ZA	3	9	3,119.97		02	120.00			
					03	2,999.97			
ZV TOT				5	15	5,359.95			
ZV TIME CARDS LEVEL-1 AL									
ERN	EMPLOYEES	TIME CARDS	VAC HRS	VAC AMT	HR	VAC HRS			
00	2	6	2,239.98		00	2,239.98			
ZA	3	9	3,119.97		02	120.00			
					03	2,999.97			
ZV TOT				5	15	5,359.95			
ZT TIME CARDS LEVEL-1 AL									
ERN	EMPLOYEES	TIME CARDS	REG-SP HRS	OVERTIME HRS	REG/SP ERN	OVERTIME AMT	HR	REG/SP HRS	OVERTIME HRS
ZA	3	9	3,119.97	3,000.96			02	120.00	.99
							03	2,999.97	2,999.97
ZT TOT				3	9	3,119.97	3,000.96		

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Sequence

Based on CS-1 options

Control Transactions

CS-1, BT, BV

Purpose

Provides an audit trail of time entry transaction processing.

Explanation

This report is generally produced each pay period, but it can be run more frequently. Using the Valid Transaction file, the report produces totals calculated while processing pay entry transactions. Transactions that generate hours and/or earnings can be:

- Displayed as permanent records
- Compared with the totals from the Payroll Department to ensure that all accounts are properly balanced, and the system correctly read and accumulated hours and amounts.

A line is printed for each pay entry transaction entered. The detail lines are printed in transaction format. Multiple lines are printed for each employee with multiple transactions.

Totals can be taken on up to five levels of control. A balance line is printed for each total control level requested if that option is specified. Also, the note IN BALANCE or OUT OF BALANCE is printed opposite the total line being balanced. If the batch is out of balance, the difference amount is reflected on the line identified as DIFFER.

4 Labor Distribution and General Ledger Interface

Chapter Contents

4-1	Introduction
4-2	Labor Distribution Basic Totals (PL04W1)
4-3	Labor Distribution Budgeted Current Earnings (PL03W5)
4-5	Labor Distribution Budgeted Current Hours (PL03W7)
4-7	Labor Distribution Budgeted To-Date Earnings (PL03W6)
4-9	Labor Distribution Budgeted To-Date Hours (PL03W8)
4-10	Labor Distribution Current Earnings and Hours (PL03W1)
4-12	Labor Distribution Current Hours And Earnings (PL03W2)
4-14	Labor Distribution Edit (PL01W1)
4-16	Labor Distribution To-Date Earnings And Hours (PL03W3)
4-18	Labor Distribution To-Date Hours And Earnings (PL03W4)
4-20	Labor Distribution Update (PL08W1)
4-21	Labor Distribution Validation (PL02W1)
4-23	Table Of Accounts Entry Edit List (PRG040)
4-25	Table Of Accounts Update Report (PRG050)
4-27	Mismatch Report (PRG200)
4-29	Payroll Recap Report (PRG200)
4-31	Summary Report (PRG300)

Introduction

This chapter contains reports produced during Labor Distribution and General Ledger Interface processing.

Labor Distribution Basic Totals (PL04W1)

LABOR DISTRIBUTION BASIC TOTALS	PL04W1	REPORT	FILE	CONTROL	PAGE 1
					REPORT DATE 10-20-1997
	L0 - L2	REPORT	REPORT	REPORT	
		NUMBER	SEQUENCE	RECORDS	
	ALWA	01	23456	2,002	
		02	23456	713	
		03	23456	235	
		04	23456	49	
		05	23456	2,002	
		06	23456	235	
		07	23456	713	
		08	23456	49	

Generated By

PM5533

Printed By

PM5551

Sequence

Level 0
Level 1-level 2

Control Transactions

S1-1, L*

Purpose

Shows labor distribution reports generated and number of records for each report by level 0-level 2.

Explanation

Lists the level 0 through level 2 for which totals are being printed, report number, report sequence, and number of report records including headers, detail, and trailers that are generated.

Labor Distribution Budgeted Current Earnings (PL03W5)

LABOR DISTRIBUTION BUDGETED EARNINGS		PL03W5	SYSTEM TEST ORG ALWA			X	PAGE 1	
PERIOD END DATE 09-06-1997		CURRENT	US COMBINED, W2/1099R, BENEFIT				RUN DATE 10-20-1997	
LEVELS 0 - 2		REPORT SEQUENCE						
AL	WA	L2	L3	L4	L5	L6		
SEQUENCE LEVELS 1 - 7		TRANSACTION DESCRIPTION	CURRENT AMOUNT	BUDGETED AMOUNT	VARIANCE AMOUNT	CURRENT HOURS	BUDGETED HOURS	VARIANCE HOURS
		TOTAL EARNINGS	459,000.03	.00	459,000.03	19,184.09	.00	19,184.09
		TOTAL BENEFITS	18,650.97	.00	18,650.97			
CLAIMSSUPR		TOTAL EARNINGS	4,068.00	.00	4,068.00	252.00	.00	252.00
		TOTAL BENEFITS	316.77	.00	316.77			
15-001		TOTAL EARNINGS	7,002.00	.00	7,002.00	486.00	.00	486.00
		TOTAL BENEFITS	444.14	.00	444.14			
19-003		TOTAL EARNINGS	810.00	.00	810.00	108.00	.00	108.00
		TOTAL BENEFITS	64.13	.00	64.13			
20-030		TOTAL EARNINGS	2,534.96	.00	2,534.96	208.00	.00	208.00
20-050		TOTAL EARNINGS	2,534.96	.00	2,534.96	208.00	.00	208.00
		TOTAL EARNINGS	475,949.95	.00	475,949.95	20,446.09	.00	20,446.09
		TOTAL BENEFITS	19,476.01	.00	19,476.01			

Generated By

PM5533

Printed By

PM5553

Sequence

Based on the options specified on the LB and LC transactions.

Control Transactions

LA, LB, LC

Purpose

Provides labor distribution cost, budgeted cost, and actual versus budget cost variance information.

Explanation

Earnings, associated hours, and organization expenses are summarized by transaction type according to your distribution controls. This report furnishes the necessary detail to monitor the current job or project costs relative to the budgeted costs.

The level of detail is determined by the control options selected on the LB and LC transactions.

Labor Distribution Budgeted Current Hours (PL03W7)

LABOR DISTRIBUTION BUDGETED HOURS		PL03W7	SYSTEM TEST ORG ALWA		X	PAGE	1	
PERIOD END DATE 09-06-1997		CURRENT	US COMBINED, W2/1099R, BENEFIT			RUN DATE	10-20-1997	
LEVELS 0 - 2		REPORT SEQUENCE						
AL WA	L2 L3 L4 L5 L6							
SEQUENCE LEVELS 1 - 7		TRANSACTION DESCRIPTION	CURRENT HOURS	BUDGETED HOURS	VARIANCE HOURS	CURRENT AMOUNT	BUDGETED AMOUNT	VARIANCE AMOUNT
		TOTAL HOURS	19,184.09	.00	19,184.09	457,651.55	.00	457,651.55
CLAIMSSUPR		TOTAL HOURS	252.00	.00	252.00	4,068.00	.00	4,068.00
15-001		TOTAL HOURS	486.00	.00	486.00	7,002.00	.00	7,002.00
19-003		TOTAL HOURS	108.00	.00	108.00	810.00	.00	810.00
20-030		TOTAL HOURS	208.00	.00	208.00	2,534.96	.00	2,534.96
20-050		TOTAL HOURS	208.00	.00	208.00	2,534.96	.00	2,534.96
		TOTAL HOURS	20,446.09	.00	20,446.09	474,601.47	.00	474,601.47

Generated By

PM5533

Printed By

PM5553

Sequence

Based on the options specified on the LB and LC transactions

Control Transactions

LA, LB, LC

Purpose

Provides labor distribution hours, budgeted hours, and actual versus budgeted hours variance information.

Explanation

Hours and associated earnings are summarized by transaction type according to your distribution controls. This report furnishes the necessary detail to monitor the current job or project hours relative to the budgeted hours.

The level of detail is determined by the control options selected on the LB and LC transactions.

Labor Distribution Budgeted To-Date Earnings (PL03W6)

LABOR DISTRIBUTION BUDGETED EARNINGS		PL03W6		SYSTEM TEST ORG ALWA		X		PAGE		1	
PERIOD END DATE 09-16-1997		TO DATE		US COMBINED, W2/1099R,		BENEFIT		RUN DATE		10-20-1997	
LEVELS 0 - 2 REPORT SEQUENCE											
AL WA L2 L3 L4 L5 L6											
SEQUENCE LEVELS 1 - 7		TRANSACTION	M-T-D	Q-T-D	Y-T-D	M-T-D	Q-T-D	Y-T-D			
		DESCRIPTION	AMOUNT	AMOUNT	AMOUNT	HOURS	HOURS	HOURS			
TOTAL EARNINGS											
ACTUAL		1,469,962.31	1,469,962.31	1,469,962.31	61,333.77	61,333.77	61,333.77	61,333.77			
BUDGET		.00	.00	.00	.00	.00	.00	.00			
VARIANCE		1,469,962.31	1,469,962.31	1,469,962.31	61,333.77	61,333.77	61,333.77	61,333.77			
PROJ. ACTUAL		1,469,962.31	1,469,962.31	1,469,962.31	61,333.77	61,333.77	61,333.77	61,333.77			
PROJ. BUDGET		.00	.00	.00	.00	.00	.00	.00			
PROJ. VARIANCE		1,469,962.31	1,469,962.31	1,469,962.31	61,333.77	61,333.77	61,333.77	61,333.77			
TOTAL BENEFITS											
ACTUAL		59,538.61	59,538.61	59,538.61							
BUDGET		.00	.00	.00							
VARIANCE		59,538.61	59,538.61	59,538.61							
PROJ. ACTUAL		59,538.61	59,538.61	59,538.61							
PROJ. BUDGET		.00	.00	.00							
PROJ. VARIANCE		59,538.61	59,538.61	59,538.61							
CLAIMSSUPP											
TOTAL EARNINGS											
ACTUAL		13,108.00	13,108.00	13,108.00	812.00	812.00	812.00	812.00			
BUDGET		.00	.00	.00	.00	.00	.00	.00			
VARIANCE		13,108.00	13,108.00	13,108.00	812.00	812.00	812.00	812.00			
PROJ. ACTUAL		13,108.00	13,108.00	13,108.00	812.00	812.00	812.00	812.00			
PROJ. BUDGET		.00	.00	.00	.00	.00	.00	.00			
PROJ. VARIANCE		13,108.00	13,108.00	13,108.00	812.00	812.00	812.00	812.00			
TOTAL BENEFITS											
ACTUAL		1,020.73	1,020.73	1,020.73							
BUDGET		.00	.00	.00							
VARIANCE		1,020.73	1,020.73	1,020.73							
PROJ. ACTUAL		1,020.73	1,020.73	1,020.73							
PROJ. BUDGET		.00	.00	.00							
PROJ. VARIANCE		1,020.73	1,020.73	1,020.73							

Generated By

PM5533

Printed By

PM5553

Sequence

Based on the options specified on the LB and LC transactions

Control Transactions

LA, LB, LC

Purpose

Provides labor distribution to-date cost, budgeted cost, and actual versus budget cost variance information.

Explanation

The budgeted to-date earnings are projected over the entire month, quarter and year. Earnings, associated hours and organization expenses are summarized by transaction type for the month, quarter and year according to your distribution controls. This report furnishes the necessary detail to monitor the to-date and projected job or project costs relative to the budgeted costs.

The level of detail is determined by the control options specified on the LB and LC transactions.

Labor Distribution Budgeted To-Date Hours (PL03W8)

LABOR DISTRIBUTION BUDGETED HOURS		PL03W8	SYSTEM TEST ORG ALWA		X	PAGE 1	
PERIOD END DATE 09-16-1997		TO DATE	US COMBINED, W2/1099R, BENEFIT			RUN DATE 10-20-1997	
LEVELS 0 - 2		REPORT SEQUENCE					
AL WA	L2 L3 L4 L5 L6						
TRANSACTION		M-T-D	Q-T-D	Y-T-D	M-T-D	Q-T-D	Y-T-D
SEQUENCE LEVELS 1 - 7		DESCRIPTION	HOURS	HOURS	HOURS	AMOUNT	AMOUNT
TOTAL HOURS							
ACTUAL		61,333.77	61,333.77	61,333.77	1,465,621.65	1,465,621.65	1,465,621.65
BUDGET		.00	.00	.00	.00	.00	.00
VARIANCE		61,333.77	61,333.77	61,333.77	1,465,621.65	1,465,621.65	1,465,621.65
PROJ. ACTUAL		61,333.77	61,333.77	61,333.77	1,465,621.65	1,465,621.65	1,465,621.65
PROJ. BUDGET		.00	.00	.00	.00	.00	.00
PROJ. VARIANCE		61,333.77	61,333.77	61,333.77	1,465,621.65	1,465,621.65	1,465,621.65

Generated By

PM5533

Printed By

PM5553

Sequence

Based on the options specified on the LB and LC transactions

Control Transactions

LA, LB, LC

Purpose

Provides labor distribution to-date hours, budgeted hours, and actual versus budgeted hours variance information.

Explanation

The budgeted to-date hours are projected over the entire month, quarter, and year. Hours and associated earnings are summarized by transaction type for the month, quarter, and year according to your distribution controls. This report furnishes the necessary detail to monitor the to-date and projected job or project hours relative to the budgeted hours.

The level of detail is determined by the control options specified on the LB and LC transactions.

Labor Distribution Current Earnings and Hours (PL03W1)

LABOR DISTRIBUTION CURRENT EARNINGS					PL03W1	SYSTEM TEST ORG ALWA		X	PAGE 1	
PERIOD END DATE 09-06-1997						US COMBINED, W2/1099R, BENEFIT			RUN DATE 10-20-1997	
LEVELS 0 - 2 REPORT SEQUENCE										
AL WA L2 L3 L4 L5 L6										
CHARGEABLE LEVELS 2 - 8										
EMPLOYEE NO.										
EMPLOYEE NAME										
ACTIVITY	TRANSACTION	CURRENT	ACCRUED	FUT CHARGE	NET CURRENT	NET CURRENT	ACCRUED	FUT CHARGE		
	DESCRIPTION	PAYROLL AMOUNT	AMOUNT	AMOUNT	AMOUNT	HOURS	HOURS	HOURS		
WA										
1012										
CHILDS, MARCUS										
PAYROLL CUR	REG. EARNINGS	1,000.00	100.00	.00	900.00	90.00	10.00	.00		
	TOTAL EARNINGS	1,000.00	100.00	.00	900.00	90.00	10.00	.00		
	FICA	76.50	7.65	.00	68.85					
	SUI AK	11.00	1.10	.00	9.90					
	TOTAL BENEFITS	87.50	8.75	.00	78.75					
WA										
1014										
WRIGHT, MARY										
PAYROLL CUR	REG. EARNINGS	1,000.00	100.00	.00	900.00	90.00	10.00	.00		
	TOTAL EARNINGS	1,000.00	100.00	.00	900.00	90.00	10.00	.00		
	FICA	76.50	7.65	.00	68.85					
	TOTAL BENEFITS	76.50	7.65	.00	68.85					
WA										
1016										
HARMON, ALTHIA										
PAYROLL CUR	REG. EARNINGS	1,000.00	100.00	.00	900.00	90.00	10.00	.00		
	TOTAL EARNINGS	1,000.00	100.00	.00	900.00	90.00	10.00	.00		
	FICA	76.50	7.65	.00	68.85					
	TOTAL BENEFITS	76.50	7.65	.00	68.85					
WA										
1018										
WALKER-FELTON, SAMMUA										
PAYROLL CUR	REG. EARNINGS	100.00	10.00	.00	90.00	9.00	1.00	.00		
	TOTAL EARNINGS	100.00	10.00	.00	90.00	9.00	1.00	.00		
	FICA	7.65	.77	.00	6.88					
	FUI	.80	.08	.00	.72					
	SUI NJ	5.80	.58	.00	5.22					
	TOTAL BENEFITS	14.25	1.43	.00	12.82					
WA										
1020										
H, JOHN										
PAYROLL CUR	REG. EARNINGS	100.00	10.00	.00	90.00	9.00	1.00	.00		
	TOTAL EARNINGS	100.00	10.00	.00	90.00	9.00	1.00	.00		
	FICA	7.65	.77	.00	6.88					
	FUI	.80	.08	.00	.72					
	SUI NY	4.20	.42	.00	3.78					

Generated By

PM5533

Printed By

PM5551

Sequence

Based on the options specified on the LB and LC transactions

Control Transactions

LA, LB, LC

Purpose

Provides cost/labor distribution information used to monitor the distribution of costs.

Explanation

Earnings, associated hours, and organization expenses are itemized according to your distribution controls. This report furnishes the necessary detail to monitor the current job or project costs.

The level of detail is determined by the control options specified on the LB and LC transactions.

Labor Distribution Current Hours And Earnings (PL03W2)

LABOR DISTRIBUTION CURRENT HOURS		PL03W2	SYSTEM TEST ORG ALWA		X	PAGE 1		
PERIOD END DATE 09-06-1997			US COMBINED, W2/1099R, BENEFIT			RUN DATE 10-20-1997		
LEVELS 0 - 2 REPORT SEQUENCE								
AL WA L2 L3 L4 L5 L6								
CHARGEABLE LEVELS 2 - 8								
EMPLOYEE NO.								
EMPLOYEE NAME								
ACTIVITY	TRANSACTION DESCRIPTION	CURRENT PAYROLL HOURS	ACCRUED HOURS	FUT CHARGE HOURS	NET CURRENT HOURS	NET CURRENT AMOUNT	ACCRUED AMOUNT	FUT CHARGE AMOUNT
WA								
1012								
CHILDS, MARCUS								
PAYROLL CUR	REG. HOURS	100.00	10.00	.00	90.00	900.00	100.00	.00
	TOTAL HOURS	100.00	10.00	.00	90.00	900.00	100.00	.00
WA								
1014								
WRIGHT, MARY								
PAYROLL CUR	REG. HOURS	100.00	10.00	.00	90.00	900.00	100.00	.00
	TOTAL HOURS	100.00	10.00	.00	90.00	900.00	100.00	.00
WA								
1016								
HARMON, ALTHIA								
PAYROLL CUR	REG. HOURS	100.00	10.00	.00	90.00	900.00	100.00	.00
	TOTAL HOURS	100.00	10.00	.00	90.00	900.00	100.00	.00
WA								
1018								
WALKER-FELTON, SAMMUA								
PAYROLL CUR	REG. HOURS	10.00	1.00	.00	9.00	90.00	10.00	.00
	TOTAL HOURS	10.00	1.00	.00	9.00	90.00	10.00	.00
WA								
1020								
WELL, NAMEMOREHTAN22								
PAYROLL CUR	REG. HOURS	10.00	1.00	.00	9.00	90.00	10.00	.00
	TOTAL HOURS	10.00	1.00	.00	9.00	90.00	10.00	.00
WA								
1022								
HALL, JOHN								
PAYROLL CUR	REG. HOURS	10.00	1.00	.00	9.00	90.00	10.00	.00
	TOTAL HOURS	10.00	1.00	.00	9.00	90.00	10.00	.00
WA								
1024								
EVERMAN, JR. LESLIE								
PAYROLL CUR	REG. HOURS	10.00	1.00	.00	9.00	90.00	10.00	.00
	TOTAL HOURS	10.00	1.00	.00	9.00	90.00	10.00	.00

Generated By

PM5533

Printed By

PM5551

Sequence

Based on the options specified on the LB and LC transactions

Control Transactions

LA, LB, LC

Purpose

Provides hour/labor distribution information used to monitor the distribution of hours.

Explanation

Hours and associated earnings are itemized according to your distribution controls. This report furnishes the necessary detail to monitor the current job or project hours.

The level of detail is determined by the control options specified on the LB and LC transactions.

Labor Distribution Edit (PL01W1)

LABOR DISTRIBUTION EDIT														PAGE 1					
PL01W1														REPORT DATE 02-10-1998					
CARD	I0-I2	1	1	2	2	3	3	4	4	5	5	6	6	7	7	8	ERROR	ERROR MESSAGE	
CODE		1	...	5	...	0	...	5	...	0	...	5	...	0	...	5	...	INDICATOR	
IC	ALWB	0000000000			12		12	**12	**12			264					WARNING	INV MAJOR SEQ	1 ASSUMED
																	WARNING	INV MINOR SEQ	1 ASSUMED

Generated By

PM5511

Printed By

PM5511

Sequence

- 1. Level 0
- 2. Level 1-level 2
- 3. Employee number
- 4. Transaction code
- 5. Multiple record code
- 6. Maintenance code.

Control Transactions

L*

Purpose

Provides a detailed listing of control records and manual input records to be used as input to the update program.

Explanation

Each record printed is listed in transaction image format, and any rejections or warning messages are printed beside the record. You can list all records or only those containing warnings or rejection messages.

A record count control page lists records read, rejected, and valid by code. It also lists total records read, rejected, valid, and records written. These totals are given by level 1-level 2 and a grand total for the entire report.

Labor Distribution To-Date Earnings And Hours (PL03W3)

LABOR DISTRIBUTION TO DATE EARNINGS		PL03W3	SYSTEM TEST ORG ALWB		X	PAGE	2
PERIOD END DATE 09-16-1997			US COMBINED, W2/1099R, POS CTL			RUN DATE 10-20-1997	
LEVELS 0 - 2		REPORT SEQUENCE					
AL WB		L2	L3	L4	L5	L6	
	TRANSACTION DESCRIPTION	M-T-D AMOUNT	Q-T-D AMOUNT	Y-T-D AMOUNT	M-T-D HOURS	Q-T-D HOURS	Y-T-D HOURS
AL	REG. EARNINGS	2,428,997.81	2,428,997.81	2,428,997.81	156,968.35	156,968.35	156,968.35
	BUSINESS EX W2	543.29	543.29	543.29	.00	.00	.00
	1099M RENT	404.65	404.65	404.65	.00	.00	.00
	1099M ROYALTY	131.75	131.75	131.75	.00	.00	.00
	1099M PRIZE/AW	146.02	146.02	146.02	.00	.00	.00
	1099M MED PAY	171.04	171.04	171.04	.00	.00	.00
	1099M CROP INS	160.95	160.95	160.95	.00	.00	.00
	1099M FSH BOAT	71.60	71.60	71.60	.00	.00	.00
	OTH RPT UM/4	311.22	311.22	311.22	.00	.00	.00
	OTH RPT UO/4	281.72	281.72	281.72	.00	.00	.00
	OTH RPT UP/6	252.22	252.22	252.22	.00	.00	.00
	1RPREMATIURE EX	30.00	30.00	30.00	.00	.00	.00
	1RDEATH BEN	103.25	103.25	103.25	.00	.00	.00
	1R > CONTRIB	79.21	79.21	79.21	.00	.00	.00
	PR ALLOWANCE	359.87	359.87	359.87	.00	.00	.00
	1099M GLD PAR	17.70	17.70	17.70	.00	.00	.00
	NORM SUPP ERN	14.50	14.50	14.50	.00	.00	.00
	NRM6 AMT/HR	394.77	394.77	394.77	.00	.00	.00
	1099M NEMP CMP	28.02	28.02	28.02	.00	.00	.00
	1099M SUB PAY	81.08	81.08	81.08	.00	.00	.00
	TOTAL EARNINGS	2,432,580.67	2,432,580.67	2,432,580.67	156,968.35	156,968.35	156,968.35
	FICA	95,471.52	95,471.52	95,471.52			
	MEDICARE	301,809.10	301,809.10	301,809.10			
	FUI	618.28	618.28	618.28			
	SUI AL	31.80	31.80	31.80			
	SUI AR	15.83	15.83	15.83			
	SUI CO	122.10	122.10	122.10			
SUI CT	104.66	104.66	104.66				
SUI DE	134.46	134.46	134.46				
SUI DC	21.92	21.92	21.92				

Generated By

PM5533

Printed By

PM5551

Sequence

Based on the options specified on the LB and LC transactions

Control Transactions

LA, LB, LC

Purpose

Provides to-date cost/labor distribution information used to monitor the distribution of costs.

Explanation

Earnings, associated hours, and organization expenses are summarized by month, quarter, and year according to your distribution controls, furnishing the necessary detail to monitor the to-date job or project costs.

The level of detail is determined by the control options specified on the LB and LC transactions.

Labor Distribution To-Date Hours And Earnings (PL03W4)

LABOR DISTRIBUTION TO DATE HOURS		PL03W4	SYSTEM TEST ORG TNRA		X	PAGE 1	
PERIOD END DATE 09-06-1997			US COMBINED, 1099R ONLY		X	RUN DATE 10-20-1997	
LEVELS 0 - 2 REPORT SEQUENCE							
TN RA L2 L3 L4 L5 L6							
CHARGEABLE LEVELS 2 - 8							
EMPLOYEE NO.	TRANSACTION	M-T-D	Q-T-D	Y-T-D	M-T-D	Q-T-D	Y-T-D
EMPLOYEE NAME	DESCRIPTION	HOURS	HOURS	HOURS	AMOUNT	AMOUNT	AMOUNT
RA							
5012	REG. HOURS	328.57	328.57	328.57	3,285.70	3,285.70	3,285.70
CHILDS, WARREN JR.	TOTAL HOURS	328.57	328.57	328.57	3,285.70	3,285.70	3,285.70
RA							
5014	REG. HOURS	290.00	290.00	290.00	2,900.00	2,900.00	2,900.00
WRIGHT, DOROTHY B.	TOTAL HOURS	290.00	290.00	290.00	2,900.00	2,900.00	2,900.00
RA							
5016	REG. HOURS	328.57	328.57	328.57	3,285.70	3,285.70	3,285.70
HARMON, ALBERTA	TOTAL HOURS	328.57	328.57	328.57	3,285.70	3,285.70	3,285.70
RA							
5018	REG. HOURS	290.00	290.00	290.00	2,900.00	2,900.00	2,900.00
SLATONS, LLOYD	TOTAL HOURS	290.00	290.00	290.00	2,900.00	2,900.00	2,900.00
RA							
5020	REG. HOURS	290.00	290.00	290.00	2,900.00	2,900.00	2,900.00
DEADWYLE, NOLA	TOTAL HOURS	290.00	290.00	290.00	2,900.00	2,900.00	2,900.00
RA							
5022	REG. HOURS	290.00	290.00	290.00	2,900.00	2,900.00	2,900.00
STIGGERS, JAMES	TOTAL HOURS	290.00	290.00	290.00	2,900.00	2,900.00	2,900.00
RA							
5024	REG. HOURS	290.00	290.00	290.00	2,900.00	2,900.00	2,900.00
DAVIS, PAMELA II	TOTAL HOURS	290.00	290.00	290.00	2,900.00	2,900.00	2,900.00
RA							
5026	REG. HOURS	290.00	290.00	290.00	2,900.00	2,900.00	2,900.00
BAKER, LAWRENCE	TOTAL HOURS	290.00	290.00	290.00	2,900.00	2,900.00	2,900.00
RA							
5028	REG. HOURS	290.00	290.00	290.00	2,900.00	2,900.00	2,900.00
FLAIR, ALISONA S.	TOTAL HOURS	290.00	290.00	290.00	2,900.00	2,900.00	2,900.00
RA							
5030	REG. HOURS	32.86	32.86	32.86	328.57	328.57	328.57
MCCRARY, SHELIA	TOTAL HOURS	32.86	32.86	32.86	328.57	328.57	328.57
RA							
5032	REG. HOURS	29.00	29.00	29.00	290.00	290.00	290.00
BUTLER, EDWARD	TOTAL HOURS	29.00	29.00	29.00	290.00	290.00	290.00
RA							

Generated By

PM5533

Printed By

PM5551

Sequence

Based on the options specified on the LB and LC transactions

Control Transactions

LA, LB, LC

Purpose

Provides to-date hour/labor distribution information used to monitor the distribution of hours.

Explanation

Hours and associated earnings are summarized by month, quarter, and year according to your distribution controls. This report furnishes the necessary detail to monitor the to-date job or project hours.

The level of detail is determined by the control options specified on the LB and LC transactions.

Labor Distribution Update (PL08W1)

LABOR DISTRIBUTION MAINTENANCE		PL08W1	SYSTEM TEST ORG ALWA	X	PAGE	1
PERIOD END DATE 09-06-1997			US COMBINED, W2/1099R, BENEFIT		REPORT DATE	10-20-1997
L0/L1/L2						
ALWA						
CO EMPLOYEE	L3/L4/L5/L6/L7/L8	DATA FIELDS				
				000000	000000	000000 000000 000000
	SYSTEM TEST ORG ALWA	X US COMBINED, W2/1099R, BENEFIT	970908	970906	970901	970912 970905
	SICKPAYV AC PAY					
		HO LIDAY				
IA	E E E E					
IA	E E E E E E E E					
IC	11 12 11 12 11 12 11 12 11 11 11 1 1 9 6					
IC	11 12 11 12 11**11 11**11 11 11 11 11 1 2 6 4					
IE						
IE	00000 00000 00000	00000 00000 00000	00000 00000 00000	00000 00000 00000	00000 00000 00000	
IF	000000 000000 000000					
IF	970315 970331 971231	M				
IG	0000 E E E E 11 11 11 11	.0000 .0000 .0000	Y			
IG	0000 E E E E 33 33 33 33	.2500 .0830 .0200	M 1 2			

Generated By

PM5531

Printed By

PM5531

Sequence

Transaction and Labor Distribution Master file key order

Control Transactions

L*

Purpose

Shows all new and changed Labor Distribution Master file data fields for organization headers and employee static records.

Explanation

This report shows all new and changed fields in the order in which they were entered. A before and after image is printed for the fields that were changed.

Labor Distribution Validation (PL02W1)

LABOR DISTRIBUTION VALIDATION				PL02W1	SYSTEM TEST ORG ALWA	X	PAGE	1
PERIOD END DATE 09-06-1997					US COMBINED, W2/1099R, BENEFIT		REPORT DATE 10-20-1997	
L0/L1/L2								
ALWA								
CD	EMPLOYEE	INPUT TRANSACTION IMAGE					ACTION	REASON
IE		000000000000	000000000000	000000000000	000000000000			
LF		970315970331971231	M					
LG		0000EEEE3333333025000083000200	M12					
LABOR DISTRIBUTION VALIDATION				PL02W1	SYSTEM TEST ORG ALWB	X	PAGE	1
PERIOD END DATE 08-30-1997					US COMBINED, W2/1099R, POS CTL		REPORT DATE 10-20-1997	
L0/L1/L2								
ALWB								
CD	EMPLOYEE	INPUT TRANSACTION IMAGE					ACTION	REASON
LD		02LEVEL 1	02LEVEL 2	04DIVISION	04REGION	1		
LD		04DEPARTMENT05SECTION	05WORKORDER 00			2		
IE		000000000000	000000000000	000000000000	000000000000			
LF		000315000331001231	M					
LG		0000EEEE3333333025000083000200	M12					
IH		IC SUP		B0000000000000006864M				
IH		IC SUP		C0000000000000138864M		REJECT	INV BUD TRANS CD--CATG IS	2
IH		IC SUP		H00000024000000000000M				
IH		100ACCT		B0000000000000125070M				
IH		100ACCT		C00000000000002835948M		REJECT	INV BUD TRANS CD--CATG IS	2
IH		100BUDG		C00000000000001431318M		REJECT	INV BUD TRANS CD--CATG IS	2
IH		100BUDG		E00000000000001323666M				
IH		100BUDG		H00000156000000000000M				
IH		200RJT1		B00000000000000382758M				
IH		00030004		E000000000000013836090M				
IH		00040004		H00001808000000000000M				
IH		10020003		B0000000000000124014M				
IH		10020003		C00000000000001824504M		REJECT	INV BUD TRANS CD--CATG IS	2
IH		10020003		E00000000000001700490M				
IH		10020003		H00000192000000000000M				

Generated By

PM5531

Printed By

PM5531

Sequence

Transaction file key order

Control Transactions

L*

Purpose

Provides a detailed listing of all input records used to update the Labor Distribution Master file.

Explanation

This report shows the entry changes and additions and any associated warning or rejection messages. You may print all records or only those with warning or rejection messages.

Table Of Accounts Entry Edit List (PRG040)

LEVEL-1 AL LEVEL-2 WA					TABLE OF ACCOUNT ENTRY										PAGE	2	
PRG040					EDIT LIST										RUN DATE 12-01-1997		
CARD	L1	L2	TRAN	SUFFIX	TRAN	3	3	4	4	5	5	6	7	7	8	ERROR	ERROR MESSAGE
CODE			CODE		IND	2..5....0....5....0....5....0....5....0....5....0										INDICATOR	
GE	AL	WA	0000	000000000000000000	00000	HEADER/ORG	ACCT	HEADER/ORG	CT							A	REJECT
GD	AL	WA	1000	000000000000000000	00000	001001						1061200000				A	
GE	AL	WA	1000	000000000000000000	00000	DEFAULT	ACCT	DEFAULT	CT							A	
GD	AL	WA	1011	000000000000000000		001001						1061200000				A	
GE	AL	WA	1011	000000000000000000		DEF 1011	ACCT	DEF 1011	CTR							A	
GG	AL	WA	1011	000000000000000000		DF LOANED	ACCT	DF LOANED	CTR							A	
GH	AL	WA	1011	000000000000000000		DF BORROW	ACCT	DF BORROW	CTR							A	
GD	AL	WA	1011	000000000000000000	A	001001						1061100000				A	
GE	AL	WA	1011	000000000000000000	A	REG GROSS	ACCT	REG GRSS	CTR							A	
GG	AL	WA	1011	000000000000000000	A	1000	LOANEDACT	1000	LOANCTR							A	
GH	AL	WA	1011	000000000000000000	A	1000	BORROWACT	1000	BOROWCTR							A	
GD	AL	WA	1011	000000000000000000	B	001001						1061100000				A	
GE	AL	WA	1011	000000000000000000	B	OVERT	ACCT DEF	OVERT	CTR DF							A	
GG	AL	WA	1011	000000000000000000	B	1000	LOANEDACT	1000	LOANCTR							A	
GH	AL	WA	1011	000000000000000000	B	1000	BORROWACT	1000	BOROWCTR							A	
GD	AL	WA	1011	000000000000000000	PA	001001						1061100000				A	
GE	AL	WA	1011	000000000000000000	PA	TIP PAYP	ACCT	TIP PAYP	CT							A	
GG	AL	WA	1011	000000000000000000	PA	1000	LOANEDACT	1000	LOANCTR							A	
GH	AL	WA	1011	000000000000000000	PA	1000	BORROWACT	1000	BOROWCTR							A	
GD	AL	WA	1011	000000000000000000	QA	001001						1061100000				A	
GE	AL	WA	1011	000000000000000000	QA	TIP PAYQ	ACCT	TIP PAYQ	CT							A	
GG	AL	WA	1011	000000000000000000	QA	1000	LOANEDACT	1000	LOANCTR							A	
GH	AL	WA	1011	000000000000000000	QA	1000	BORROWACT	1000	BOROWCTR							A	
GD	AL	WA	1011	000000000000000000	TA	001001						1061100000				A	
GE	AL	WA	1011	000000000000000000	TA	SICK PAYN	ACCT	SICK PAYN	CT							A	
GG	AL	WA	1011	000000000000000000	TA	1000	LOANEDACT	1000	LOANCTR							A	
GH	AL	WA	1011	000000000000000000	TA	1000	BORROWACT	1000	BOROWCTR							A	
GD	AL	WA	1011	000000000000000000	UA	001001						1061100000				A	

Generated By

PLG100

Printed By

PLG100

Sequence

Transaction Code

Control Transactions

G, GA

Purpose

Provides a detailed, edited listing of all Table of Accounts entry transactions.

Explanation

A new page is started with appropriate headings for level 1-level 2 breaks and line count overflows.

By choosing options on the G or GA transaction, you can define whether this report prints all transactions entered or only the transactions with errors.

This report totals all of the GC-GH transactions entered, rejected, and written as output to the Table of Accounts file.

Table Of Accounts Update Report (PRG050)

LEVEL-1 AL	LEVEL-2 WA	PRG050	TABLE OF ACCOUNTS UPDATE										RUN DATE 12-01-1997		PAGE 1
TRAN	TRANSACTION	TRAN	CO	SUB ACCOUNT	COST	CENIER	PROJECT	GL	GL	S	EXP	COMMENTS			
CODE	SUFFIX	IND		C1 C2 C3	C1	C2 C3	C1 C2 C3	NUMBER	D/C	RV	C	RATE			
1000	0000000000000000	00000	001	001					10	61	2	.0000 ADDED			
	EXP/LIAB	ACCT	DEFAULT	ACCT	D	CNTR	DEFAULT CT	ACCURED		ACCT			CNTR		
	LOANED	ACCT				CNTR		BORROWED		ACCT			CNTR		
1011	0000000000000000		001	001					10	61	2	.0000 ADDED			
	EXP/LIAB	ACCT	DEF 1011	ACCT		CNTR	DEF 1011 CTR	ACCURED		ACCT			CNTR		
	LOANED	ACCT	DF LOANED	ACCT		CNTR	DF LOANEDCTR	BORROWED		ACCT	DF BORROW	ACCT	CNTR DF BORROWCTR		
1011	0000000000000000	A	001	001					10	61	1	.0000 ADDED			
	EXP/LIAB	ACCT	REG GROSS	ACCT		CNTR	REG GRSS CTR	ACCURED		ACCT			CNTR		
	LOANED	ACCT	1000 LOANEDACT			CNTR	1000 LOANCTR	BORROWED		ACCT	1000 BORROWACT		CNTR 1000BOROWCTR		
1011	0000000000000000	B	001	001					10	61	1	.0000 ADDED			
	EXP/LIAB	ACCT	OVERT	ACCT DEF		CNTR	OVERT CTR DF	ACCURED		ACCT			CNTR		
	LOANED	ACCT	1000 LOANEDACT			CNTR	1000 LOANCTR	BORROWED		ACCT	1000 BORROWACT		CNTR 1000BOROWCTR		
1011	0000000000000000	PA	001	001					10	61	1	.0000 ADDED			
	EXP/LIAB	ACCT	TIP PAYP	ACCT		CNTR	TIP PAYP CT	ACCURED		ACCT			CNTR		
	LOANED	ACCT	1000 LOANEDACT			CNTR	1000 LOANCTR	BORROWED		ACCT	1000 BORROWACT		CNTR 1000BOROWCTR		
1011	0000000000000000	QA	001	001					10	61	1	.0000 ADDED			
	EXP/LIAB	ACCT	TIP PAYQ	ACCT		CNTR	TIP PAYQ CT	ACCURED		ACCT			CNTR		
	LOANED	ACCT	1000 LOANEDACT			CNTR	1000 LOANCTR	BORROWED		ACCT	1000 BORROWACT		CNTR 1000BOROWCTR		
1011	0000000000000000	TA	001	001					10	61	1	.0000 ADDED			
	EXP/LIAB	ACCT	SICK PAYN	ACCT		CNTR	SICK PAYN CT	ACCURED		ACCT			CNTR		
	LOANED	ACCT	1000 LOANEDACT			CNTR	1000 LOANCTR	BORROWED		ACCT	1000 BORROWACT		CNTR 1000BOROWCTR		
1011	0000000000000000	UA	001	001					10	61	1	.0000 ADDED			
	EXP/LIAB	ACCT	COMBO UA	ACCT		CNTR	COMBO UA CT	ACCURED		ACCT			CNTR		
	LOANED	ACCT	1000 LOANEDACT			CNTR	1000 LOANCTR	BORROWED		ACCT	1000 BORROWACT		CNTR 1000BOROWCTR		
1011	0000000000000000	UB	001	001					10	61	1	.0000 ADDED			
	EXP/LIAB	ACCT	COMBO UB	ACCT		CNTR	COMBO UB CT	ACCURED		ACCT			CNTR		
	LOANED	ACCT	1000 LOANEDACT			CNTR	1000 LOANCTR	BORROWED		ACCT	1000 BORROWACT		CNTR 1000BOROWCTR		
1011	0000000000000000	UC	001	001					10	61	1	.0000 ADDED			
	EXP/LIAB	ACCT	COMBO UC	ACCT		CNTR	COMBO UC CT	ACCURED		ACCT			CNTR		
	LOANED	ACCT	1000 LOANEDACT			CNTR	1000 LOANCTR	BORROWED		ACCT	1000 BORROWACT		CNTR 1000BOROWCTR		
8011	0000000000000000	17	010	010					10	61	1	.0000 ADDED			
	EXP/LIAB	ACCT	HOURS	ACCT 17		CNTR	HOURS CTR 17	ACCURED		ACCT			CNTR		
	LOANED	ACCT				CNTR		BORROWED		ACCT			CNTR		
8011	0000000000000000	18	010	010					10	61	1	.0000 ADDED			
	EXP/LIAB	ACCT	HOURS	ACCT 18		CNTR	HOURS CTR 18	ACCURED		ACCT			CNTR		
	LOANED	ACCT				CNTR		BORROWED		ACCT			CNTR		
8011	0000000000000000	19	010	010					10	61	1	.0000 ADDED			
	EXP/LIAB	ACCT	HOURS	ACCT 19		CNTR	HOURS CTR 19	ACCURED		ACCT			CNTR		
	LOANED	ACCT				CNTR		BORROWED		ACCT			CNTR		
8011	0000000000000000	20	010	010					10	61	1	.0000 ADDED			
	EXP/LIAB	ACCT	HOURS	ACCT 20		CNTR	HOURS CTR 20	ACCURED		ACCT			CNTR		
	LOANED	ACCT				CNTR		BORROWED		ACCT			CNTR		

Generated By

PLG100

Printed By

PLG100

Sequence

Transaction code

Control Transactions

G, GA

Purpose

Provides a detailed listing of the Table of Accounts file.

Explanation

A new page is started with appropriate headings for level 1-level 2 breaks and line count overflows.

By choosing options on the G or GA transaction, you can define whether this report prints the entire contents of the file or only those items that were changed, added, or deleted by entry transactions.

This report totals the number of entries already existing in the Table of Accounts file, the number of entries added, the number of entries deleted, the number of entries changed, and the number of entries written out to the file.

Mismatch Report (PRG200)

LEVEL-1 AL	LEVEL-2	WA	MISMATCH REPORT				SYSTEM TEST ORG ALWA			X	PRG200	PAGE	1
COMPANY	SUBSIDIARY						US COMBINED, W2/1099R,		BENEFIT			RUN DATE	12-01-1997
TRANSACTION	TRAN	R	LEV	LEV	LEV	DIST	HR M	TRAN	TRANSACTION	EMPLOYEE	ACCOUNT	CENIER	
CODE SUFFIX	IND	S	3	4	5	CODE	CD C	DATE	AMOUNT/HOUR	NUMBER	CHARGED	CHARGED	
1011 0000000000000000	WQ	1	0009	0010	0011		WQ	19971201	5.00	1764	DEF 1011 ACCT	DEF 1011 CTR	
1011 0000000000000000	WQ	1	0009	0010	0011		WQ	19971201	2.86	1764			
1011 0000000000000000	WQ	1	0009	0010	0011		WQ	19971201	2.86	1764			
1011 0000000000000000	WQ	1	0009	0010	0011		WQ	19971201	2.86	1764	DEF 1011 ACCT	DEF 1011 CTR	
1011 0000000000000000	WQ	1	0009	0010	0011		WQ	19971201	2.86	1764	DEF 1011 ACCT	DEF 1011 CTR	
TRAN IND TOTALS		RECORDS		DOLLARS									
		MISMATCH		MISMATCH									
WQ		5	16.44										
1011 0000000000000000	XB	1	AAAA	BBBB	CCCC		XB	19971201	10.00	1000	DEF 1011 ACCT	DEF 1011 CTR	
1011 0000000000000000	XB	1	AAAA	BBBB	CCCC		XB	19971201	5.71	1000			
1011 0000000000000000	XB	1	AAAA	BBBB	CCCC		XB	19971201	5.71	1000			
1011 0000000000000000	XB	1	AAAA	BBBB	CCCC		XB	19971201	5.71	1000	DEF 1011 ACCT	DEF 1011 CTR	
1011 0000000000000000	XB	1	AAAA	BBBB	CCCC		XB	19971201	5.71	1000	DEF 1011 ACCT	DEF 1011 CTR	
TRAN IND TOTALS		RECORDS		DOLLARS									
		MISMATCH		MISMATCH									
XB		5	32.84										
1011 0000000000000000	X9	1	AAAA	BBBB	CCCC		X9	19971201	15.00	1006	DEF 1011 ACCT	DEF 1011 CTR	
1011 0000000000000000	X9	1	AAAA	BBBB	CCCC		X9	19971201	8.57	1006			
1011 0000000000000000	X9	1	AAAA	BBBB	CCCC		X9	19971201	8.57	1006			
1011 0000000000000000	X9	1	AAAA	BBBB	CCCC		X9	19971201	8.57	1006	DEF 1011 ACCT	DEF 1011 CTR	
1011 0000000000000000	X9	1	AAAA	BBBB	CCCC		X9	19971201	8.57	1006	DEF 1011 ACCT	DEF 1011 CTR	
1011 0000000000000000	X9	1	AAAA	BBBB	CCCC		X9	19971201	1,000.00	1006	DEF 1011 ACCT	DEF 1011 CTR	
1011 0000000000000000	X9	1	AAAA	BBBB	CCCC		X9	19971201	571.40	1006			
1011 0000000000000000	X9	1	AAAA	BBBB	CCCC		X9	19971201	571.40	1006			
1011 0000000000000000	X9	1	AAAA	BBBB	CCCC		X9	19971201	571.40	1006	DEF 1011 ACCT	DEF 1011 CTR	
1011 0000000000000000	X9	1	AAAA	BBBB	CCCC		X9	19971201	571.40	1006	DEF 1011 ACCT	DEF 1011 CTR	
TRAN IND TOTALS		RECORDS		DOLLARS									
		MISMATCH		MISMATCH									
X9		10	3,334.88										
TRAN SUFF TOTALS		RECORDS		DOLLARS									
		MISMATCH		MISMATCH									
0000000000000000		20	3,384.16										
TRAN CODE TOTALS		RECORDS		DOLLARS									
		MISMATCH		MISMATCH									
1011		20	3,384.16										

Generated By

PLG200

Printed By

PLG200

Sequence

Level 1-level 2 Transaction Code

Control Transactions

None

Purpose

Provides a detailed listing of the GLI Payroll Detail transactions that do not have a matching entry in the Table of Accounts file.

Explanation

A new page is started with appropriate headings for level 1-level 2 breaks and line count overflows.

This report totals all dollars and records mismatched amounts. Total breaks occur on transaction indicator, transaction suffix, transaction code, and level 1-level 2 breaks.

Payroll Recap Report (PRG200)

LEVEL-1 AL	LEVEL-2	WA	PAYROLL RECAP REPORT	SYSTEM TEST ORG ALWA	X	PRG200	PAGE	13		
COMPANY	SUBSIDIARY		US COMBINED, W2/1099R, BENEFIT				RUN DATE	12-01-1997		
	WEEKLY - BI/WEEKLY		JOURNAL ENTRY TOTALS ACCEPTED							
	DEBIT	CREDIT	PREPAID	PREPAID	ACCRUED	CREDIT	ACCRUED DEB	CREDIT	ACCRUED	DEBIT
	AMOUNTS	AMOUNTS	CHARGES	REVERSALS	CHARGES	REVERSALS	CHARGES	REVERSALS	CHARGES	REVERSALS
GROSS PAYROLL	1412118.32						803139.44	803139.44	803139.44	803139.44
EMPLOYER FICA	44221.35	44221.35					25014.05	25014.05	25014.05	25014.05
EMPLOYER MEDICARE	103058.19	103058.19					58881.25	58881.25	58881.25	58881.25
EMPLOYER FUI	341.03	341.03					191.02	191.02	191.02	191.02
EMPLOYER SUI	3399.40	3399.40					1900.61	1900.61	1900.61	1900.61
EMPLOYER D/OE	36.20	36.20					14.64	14.64	14.64	14.64
ESTIMATED FICA	1412118.32	1412118.32					803139.44	803139.44	803139.44	803139.44
US FEDERAL TAX		411505.53								
US FICA TAX		41964.60								
US MEDICARE TAX		4089.67								
US STATE TAX		67226.09								
US SUI TAX		59.49								
US SDI TAX		112.44								
US COUNTY TAX		455.63								
US CITY TAX		1041.83								
EMPLOYEE DEDUCTIONS		1596.71								
NET PAY		884066.33								
ARREARS	1559.25	1559.25								
GROSS PAY CLEARING	1412118.32	1412118.32								
HOURS	34430.82						19347.41	19347.41	19347.41	19347.41
TOTAL DEBIT/CREDIT	4424293.60	4389862.78								

Generated By

PLG200

Printed By

PLG200

Sequence

Level 1-level 2

Control Transactions

None

Purpose

Provides journal entry payroll totals to use for balancing Payroll and General Ledger.

Explanation

A new page is started with appropriate headings for total levels change, level 1-level 2 breaks, and line count overflows.

Includes all current, prepaid, and accrued expenses (debits), liabilities (credits), and reversals generated by the Payroll General Ledger Interface.

This report totals Payroll General Ledger Interface journal entries accepted, rejected, and grand total of rejected/accepted entries.

The print line is staggered if any amount field exceeds 9,999,999.99.

Summary Report (PRG300)

SUMMARY REPORT PRG300								PAGE 1
COMPANY 01 SUBSIDIARY 02								RUN DATE 12-01-1997
BATCH	D/C	ACCOUNT	CENTER	I	SOURCE	EFFEC	DESCRIPTION 1	DESCRIPTION 2
NO	CD	NUMBER	NUMBER	D	CODE	DATE		TRANSACTION
01	60	ER FICA LIAB ACCT	ERFICALIABCT 2			19971201	CHARGE	AMOUNT
								53,994.89
CENTER		ERFICALIABCT	TOTALS	TOT DR	=		TOT DR AMT =	.00
			TOT CR	=	1		TOT CR AMT =	53,994.89
			TOT TRAN	=	1		TOT TRAN AMT =	53,994.89
ACCOUNT		ER FICA LIAB ACCT	TOTALS	TOT DR	=		TOT DR AMT =	.00
			TOT CR	=	1		TOT CR AMT =	53,994.89
			TOT TRAN	=	1		TOT TRAN AMT =	53,994.89
	01	60	ER MED LIAB ACCT	ERMED LIABCT 2		19971201	CHARGE	104,041.74
CENTER		ERMED LIABCT	TOTALS	TOT DR	=		TOT DR AMT =	.00
			TOT CR	=	1		TOT CR AMT =	104,041.74
			TOT TRAN	=	1		TOT TRAN AMT =	104,041.74
ACCOUNT		ER MED LIAB ACCT	TOTALS	TOT DR	=		TOT DR AMT =	.00
			TOT CR	=	1		TOT CR AMT =	104,041.74
			TOT TRAN	=	1		TOT TRAN AMT =	104,041.74
BATCH	01		TOTALS	TOT DR	=		TOT DR AMT =	.00
			TOT CR	=	2		TOT CR AMT =	158,036.63
			TOT TRAN	=	2		TOT TRAN AMT =	158,036.63
SUBSIDIARY	02		TOTALS	TOT DR	=		TOT DR AMT =	.00
			TOT CR	=	2		TOT CR AMT =	158,036.63
			TOT TRAN	=	2		TOT TRAN AMT =	158,036.63
COMPANY	01		TOTALS	TOT DR	=		TOT DR AMT =	.00
			TOT CR	=	2		TOT CR AMT =	158,036.63
			TOT TRAN	=	2		TOT TRAN AMT =	158,036.63

Generated By

PLG300

Printed By

PLG300

Sequence

Based on options selected on the CS-3 transaction

Control Transactions

CS-3

Purpose

Provides a detailed listing of the journal entry debit and credit totals passed from payroll to general ledger.

Explanation

A new page is started with appropriate headings at the end of a batch, subsidiary change, company change, and line count overflows.

Includes all debit and credit totals being passed to general ledger and the date they will take affect in general ledger.

This report totals dollar debit amounts, dollar credit amounts, and dollar transaction amounts for center, account, batch, subsidiary and company.

Total number of debits, credits, and transactions are also reported for center, account, batch, subsidiary and company.

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Introduction

The reports in this chapter are those related to Personnel.

Address Labels (PPR720)

```
SYSTEM TEST ORG ALWA      X
US COMBINED, W2/1099R, BENEFIT
09/30/97
LEVELS: CN
***** ALIGNMENT *****
***** ALIGNMENT *****
***** ALIGNMENT *****
***** ALIGNMENT *****
1010
WALKER, GLORIA
4365 WHEELER ST
QUELPH
ONTARIO      H7U 9W2
1040
GSCHWENDINER, HORST
FIRST LINE OF STREET ADDRESS
SECOND LINE OF ADDRESS
THIRD LINE      A1A 1A1
1050
BARNHARD, EVANGELINA
9843 VANHAULEY WALKWAY
RUE SAN LAURENT,
QUEBEC      J8D 9J7
1060
MILLER, LITE
43579 HOPKINS BOULEVARD NORTH
SUITE 1845      MISSI
SSAUGA, ONTARIO  L3S 6D9
1070
ATTWOOD, HAROLD J.
119 WINDEMEER AVENUE
INGERSOLL,
ONTARIO      R5W 5T4
1080
MARSHALL, MICHEL
189345 44 ST. LAURENT
MONTGOMERY,
QUEBEC      G8E 3W6
1128
PALGON, CLARENCE
1137 CARDINAL WAY, S.W.
APARTMENT 4
RALEIGH      NC 28202 - 1137
1132
GASTON, GEORGE
189 RUSSELL LANE, S.W.
APARTMENT 6
COLUMBUS      OH 43812 - 0189
```

Generated By

PPR239

Printed By

PPR720

Sequence

Based on options selected in the PA-1 control transaction

Control Transactions

PA-1, PA-2, PB, P2

Purpose

Prints address labels for selected groups of employees.

Explanation

An alignment page is provided at the beginning of the report run and with every level total break. The default number of labels printed is one label per employee.

Control Card Load (PRU40M)

----PRU40M----		
A* CARD COUNT	=	0000001
P* CARD COUNT	=	0000000
P1 CARD COUNT	=	0000007
P2 CARD COUNT	=	0000007
PA CARD COUNT	=	0000007
PB CARD COUNT	=	0000007
PP CARD COUNT	=	0000000
PS CARD COUNT	=	0000000
PD CARD COUNT	=	0000000
PD3 CARD COUNT	=	0000000
PW CARD COUNT	=	0000000
ERROR COUNT	=	0000000
EDIT CONTROL	=	0000001
RECORDS WRITTEN	=	0000030

Generated By

PRU40M

Printed By

PRU40M

Sequence

Transaction Code

Control Transactions

None

Purpose

Edits transaction codes for personnel override transactions.

Explanation

Prints totals for each transaction code and for invalid transaction codes.

Control Card File Edit Listing (PRP40M)

PRP40M RUN DATE: 09/20/1997 CONTROL CARD FILE EDIT LISTING								PAGE	1
CARD IMAGE --								INPUT SEQ NO ERROR MESSAGE --	
1	2	3	4	5	6	7	8		
123456789012345678901234567890123456789012345678901234567890									
A*	EM							00001	-- CARD VALID --
P1ALWA0000000000		*****1						00002	-- CARD VALID --
PAALWA00000000001	0							00003	-- CARD VALID --
PBALWA0000000000					EEEE			00004	-- CARD VALID --
P2ALWA0000000000								00005	-- CARD VALID --
P1ALWB0000000000		*****1						00006	-- CARD VALID --
PAALWB00000000001	0							00007	-- CARD VALID --
PBALWB0000000000					EEEE			00008	-- CARD VALID --
P2ALWB0000000000								00009	-- CARD VALID --
P1CNDA0000000000		*****1						00010	-- CARD VALID --
PACNDA00000000001	0							00011	-- CARD VALID --
PBCNDA0000000000					EEEE			00012	-- CARD VALID --
P2CNDA0000000000								00013	-- CARD VALID --
P1CNDB0000000000		*****1						00014	-- CARD VALID --
PACNDB00000000001	0							00015	-- CARD VALID --
PBCNDB0000000000					EEEE			00016	-- CARD VALID --
P2CNDB0000000000								00017	-- CARD VALID --
P1CZDZ0000000000		*****1						00018	-- CARD VALID --
PACZDZ00000000001	0							00019	-- CARD VALID --
PBCZDZ0000000000					EEEE			00020	-- CARD VALID --
P2CZDZ0000000000								00021	-- CARD VALID --
P1TNRA0000000000		*****1						00022	-- CARD VALID --
PATNRA00000000001	0							00023	-- CARD VALID --
PBTNRA0000000000					EEEE			00024	-- CARD VALID --
P2TNRA0000000000								00025	-- CARD VALID --
P1TNRB0000000000		*****1						00026	-- CARD VALID --

Generated By

PRP40M

Printed By

PRP40M

Sequence

Transaction Code

Control Transactions

None

Purpose

Edits fields on transactions for personnel override transactions.

Explanation

Prints valid and rejected transactions.

Component-1 EEO-1 Report (PRR728)

CO= EEO/EC-U U= 337662-9 SIC/NAICS=1200 - 456780	EQUAL EMPLOYMENT OPPORTUNITY 2007 EMPLOYER INFORMATION REPORT EEO-1 HEADQUARTERS REPORT - TYPE 3	PAGE 1
--	--	--------

SECTION B - COMPANY IDENTIFICATION

1. EEO1 MULTI-ESTAB.
 PO BOX XX
 ATLANTA DEKALB
 GA 33333

2.a. COBOL 2 SYSTEM TEST
 PO BOX XX
 UPPER MARLBORO P.G.
 MD 20804

b. EI=121897265

c. Y

SECTION D - EMPLOYMENT DATA

JOB CATEGORIES	HIS/LATINO				NON-HISPANIC OR LATINO										TOTAL A-N (O)
	* M * * F *				***** MALE *****					***** FEMALE *****					
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	
EXEC/SR LEVEL OFFICIALS/MGRS 1.1	1	1	1	2	0	0	0	0	4	1	0	0	0	0	10
FIRST/MID-LVL OFFICIALS/MGRS 1.2	0	7	0	1	0	0	0	0	0	1	0	0	0	9	
PROFESSIONALS	2	2	11	20	0	0	0	0	2	0	0	0	0	35	
TECHNICIANS	3	1	0	0	1	3	0	0	11	0	0	0	0	16	
SALES WORKERS	4	19	0	0	0	0	0	0	2	0	0	0	0	21	
ADMINISTRATIVE SUPPT WORKERS	5	0	1	0	0	0	0	0	1	1	0	0	0	3	
CRAFT WORKERS	6	0	0	1	0	0	0	0	1	0	0	0	0	2	
OPERATIVES	7	0	1	1	0	0	0	0	1	1	0	0	0	4	
LABORERS AND HELPERS	8	0	0	1	2	0	0	0	0	0	0	0	0	3	
SERVICE WORKERS	9	0	0	0	1	0	0	0	1	0	0	0	0	2	
TOTAL	10	23	21	24	7	3	0	0	23	4	0	0	0	105	
PREVIOUS YEAR TOTAL	11	21	11	22	23	24	25	26	27	12	13	14	15	111	

SECTION C - TEST FOR FILING REQUIREMENT

1-Y 2-N 3-N DUNS NO.: 12-345-6789

SECTION E - ESTABLISHMENT INFORMATION

1-SOFTWARE DEVELOPMENT

* OTHER QUESTIONS *

1-01/01/2007 THRU 12/31/2007

SECTION G - CERTIFICATION

THIS REPORT IS ACCURATE AND WAS PREPARED IN ACCORDANCE WITH THE INSTRUCTIONS

CERTIFYING OFFICIAL: JOHN SMITH TITLE: VICE-PRESIDENT SIGNATURE: _____ DATE: 05/21/07

NAME OF PERSON TO CONTACT REGARDING THIS REPORT: ROBERT ZIMMERMAN TITLE: HR ADMINISTRATOR

STREET ADDRESS: 66 PERIMETER CENTER EAST CITY/ST: ATLANTA GA 30346 AREA CODE/TELEPHONE: 404-239-2941 EXT.:

Generated By

PPR256

Printed By

PPR728

Sequence

Company Number, Unit Code

Control Transactions

PA-1, PB, P2

Purpose

Reports employee population distribution within EEOC occupational category, sex grouping, and EEOC minority code in a manner approved by the EEOC for computerized reports.

Explanation

The information on this report is required on the component-1 Form EEO-1. Both single and multiple establishment employers submit it. The report contains:

Report Information

Report Type Heading Information

- Single Establishment = Type **1**
- Headquarters Report = Type **3**
- Establishment Report = Type **4** (with 50 or more employees)
- Establishment Report = Type **8** (with less than 50 employees)
- Special Report = Type **5**.

Identification Numbers

- **CO** = Organization number assigned by the EEOC
- **U** = Unit number assigned by the EEOC
- **SIC** = Standard Industrial Classification to which the Reporting Unit (establishment) belongs; selected from the Federal Table.

Section B - Company Identification

- Part 1 - Name, address and employer tax identification number of the controlling unit (parent company)
- Part 2 - Name, address and employer tax identification number of the reporting unit (establishment)
- Answers to Section C of Form 100
- Answers to Section E of Form 100

Section D - Employment Data

- Answers to Section D of Form 100 - EEOC Minority Classification

A description for each code used for minority classification follows:

A	=	Total male Hispanic or Latino
B	=	Total female Hispanic or Latino
C	=	Total male White
D	=	Total male Black or African American
E	=	Total male Native Hawaiian or Other Pacific Islander
F	=	Total male Asian
G	=	Total male American Indian or Alaskan Native
H	=	Total male Two or more races
I	=	Total female White
J	=	Total female Black or African American
K	=	Total female Native Hawaiian or Other Pacific Islander
L	=	Total female Asian
M	=	Total female American Indian or Alaskan Native
N	=	Total female Two or more races
O	=	Total A-N employees

- Answers to other questions in Section D of Form 100.
These questions relate to how and when the information reported was obtained.
- Reporting Unit Warning.

Section G - Certification

Component-1 EEO-1 Consolidated Summary Page (PRR728)

CO= EEO/EC-U EQUAL EMPLOYMENT OPPORTUNITY PAGE 1
 U= 337662-9 2007 EMPLOYER INFORMATION REPORT EEO-1
 SIC/NAICS=1200 - 456780 CONSOLIDATED SUMMARY PAGE DATE 06/12/07

EEO1 MULTI-ESTAB.
 FO BOX XX
 ATLANTA DEKALB
 GA 33333

EI=580000001

JOB CATEGORIES	HIS/LATINO				NON-HISPANIC OR LATINO											TOTAL	
	* M	* F	*	*	***** MALE *****					***** FEMALE *****						A-N	
	(A)	(B)			(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)
EXEC/SR LEVEL OFFICIALS/MGRS 1.1	1	1			1	2	0	0	0	0	4	1	0	0	0	0	10
FIRST/MID-LVL OFFICIALS/MGRS 1.2	0	7			0	1	0	0	0	0	0	1	0	0	0	0	9
PROFESSIONALS	2	2	11		20	0	0	0	0	0	2	0	0	0	0	0	35
TECHNICIANS	3	1	0		0	1	3	0	0	0	11	0	0	0	0	0	16
SALES WORKERS	4	19	0		0	0	0	0	0	0	2	0	0	0	0	0	21
ADMINISTRATIVE SUPPT WORKERS	5	0	1		0	0	0	0	0	0	1	1	0	0	0	0	3
CRAFT WORKERS	6	0	0		1	0	0	0	0	0	1	0	0	0	0	0	2
OPERATIVES	7	0	1		1	0	0	0	0	0	1	1	0	0	0	0	4
LABORERS AND HELPERS	8	0	0		1	2	0	0	0	0	0	0	0	0	0	0	3
SERVICE WORKERS	9	0	0		0	1	0	0	0	0	1	0	0	0	0	0	2
TOTAL	10	23	21		24	7	3	0	0	0	23	4	0	0	0	0	105
PREVIOUS YEAR TOTAL	11	21	11		22	23	24	25	26	27	12	13	14	15	16	17	111

Generated By

PPR256

Printed By

PPR728

Sequence

Company Number

Control Transactions

PA-1, PB, P2

Purpose

Reports totals for a Consolidated Unit that can be used in completing the EEO-1 Consolidated reports for multi-establishment employers.

Explanation

This report contains the totals needed for Section D - Employment Information for the consolidated component-1 EEO-1 report. The totals presented on this report include the employees in Reporting Units (establishments) with fewer than 50 employees. This report is produced for all multi-establishment employers.

Component-1 EEO-1 Error Page (PRR728)

PRR728	EEO-1 ERROR PAGE	PAGE	1
ERROR TOTALS FOR EEO-1 RPTING:			
INVL D EEOC GROUP CODES	2		
INVL D OCCUPATIONL CATEGORIES	25		
NUMBER OF INCOMPLETE REPORTING UNITS	1		

Generated By

PPR256

Printed By

PPR728

Sequence

Automatic

Control Transactions

PA-1, PB, P2

Purpose

Shows errors that cause the component-1 EEO-1 reports to be inaccurate in both the total areas and the information areas.

Explanation

This report indicates missing information and errors. It will appear if Reporting Unit information or Controlling Unit information is incomplete or inconsistent, or if errors are detected in information being tallied.

Component-2 EEO-1 Report (PRR800)

CO= 1AA 0-1 U= 1AA3HM-1 SIC/NAICS=1234 - 123456	EQUAL EMPLOYMENT OPPORTUNITY 2019 EMPLOYER INFORMATION REPORT EEO-1	PAGE 1 DATE 07/03/19
---	--	-------------------------

SECTION A - TYPE OF REPORT	HEADQUARTERS REPORT - TYPE 3	
----------------------------	------------------------------	--

SECTION B - COMPANY IDENTIFICATION	SECTION C - TEST FOR FILING REQUIREMENT	
1. 1AA CONT UNIT NAME	1-N 2-N 3-N DUNS NO.: - -	
1AA CONT ADDRESS2		
ATLANIA		
GA 33331-1231		

2.a. 1AA3HM1 REPT UNIT NAME	SECTION E - ESTABLISHMENT INFORMATION	
1AA3HM1 REPT ADDRESS2		
ATLANIA		
GA 33341-1231		

b. EI=590000101	1-TESTINGA1	
	TESTINGA2	
	TESTINGA3	
	TESTINGA4	

c. N		
------	--	--

SECTION D - EMPLOYMENT DATA	NUMBER OF EMPLOYEES
	HIS/LATINO NON-HISPANIC OR NON-LATINO
	*** MALE ** ***** MALE *****
	(A) (C) (D) (E) (F) (G) (H) TOTAL
	** FEMALE * ***** FEMALE *****
	(B) (I) (J) (K) (L) (M) (N) (O)

JOB CATEGORIES	ANNUAL SALARY	1 BELOW \$ 19240	0	2	2	0	0	0	0	0	0	11
EXEC/SR LEVEL	\$ 19240-\$ 24439		0	1	5	1	0	0	0	0	0	
	\$ 24440-\$ 30679		0	0	0	0	0	0	0	0	0	1
			0	0	0	0	0	0	0	0	0	0

...

TOTAL	2	13	10	3	0	2	0	0	64
	3	11	14	5	0	1	0		

SECTION D - EMPLOYMENT DATA	NUMBER OF HOURS WORKED
	HIS/LATINO NON-HISPANIC OR NON-LATINO
	*** MALE ** ***** MALE *****
	(A) (C) (D) (E) (F) (G) (H) TOTAL
	** FEMALE * ***** FEMALE *****
	(B) (I) (J) (K) (L) (M) (N) (O)

JOB CATEGORIES	ANNUAL SALARY	1 BELOW \$ 19240	0	866	833	0	0	0	0	0	5032
EXEC/SR LEVEL	\$ 19240-\$ 24439		0	433	2033	867	0	0	0	0	
	\$ 24440-\$ 30679		0	867	0	0	0	0	0	0	867
			0	0	0	0	0	0	0	0	0

...

TOTAL	800	5518	4494	1900	0	833	0	29337
	1266	5574	6019	2500	0	433	0	

* OTHER QUESTIONS *

1-01/01/2019 THRU 12/31/2019

SECTION G - CERTIFICATION

THIS REPORT IS ACCURATE AND WAS PREPARED IN ACCORDANCE WITH THE INSTRUCTIONS

CERTIFYING OFFICIAL: 1AA3HM1 CERT NAME TITLE: 1AA3HM1 CERT TITLE SIGNATURE: _____ DATE: 01/15/19

NAME OF PERSON TO CONTACT REGARDING THIS REPORT: 1AA3HM1 CERT CT NAME TITLE: 1AA3HM1 CERT CT TIT

STREET ADDRESS: 1AA3HM1 CERT CT ADDRESS CITY/ST: ATLANTA GA 33342 AREA CODE/TELEPHONE: 800-111-1234 EXT.: 5555

Generated By

PPR600

Printed By

PPR800

Sequence

Company Number, Unit Code

Control Transactions

AG

Purpose

Reports employee component-2 wage and hour data within EEOC occupational category, sex grouping, and EEOC race code in a manner approved by the EEOC for computerized reports.

Explanation

The information on this report is required on the component-2 EEO-1 survey. Both single and multiple establishment employers submit it. The report contains:

Report Information

Report Type Heading Information

- Single Establishment = Type **1**
- Headquarters Report = Type **3**
- Establishment Report = Type **4**
- Special Report = Type **5**.

Identification Numbers

- **CO** = Organization number assigned by the EEOC
- **U** = Unit number assigned by the EEOC
- **SIC** = Standard Industrial Classification to which the Reporting Unit (establishment) belongs; selected from the Federal Table.

Section B - Company Identification

- Part 1 - Name, address and employer tax identification number of the controlling unit (parent company)
- Part 2 - Name, address and employer tax identification number of the reporting unit (establishment)
- Answers to Section C of the EEO-1 survey
- Answers to Section E of the EEO-1 survey

Section D - Employment Data

- The component-2 EEO-1 report has two divisions in the employment data. The first division contains the number of employees and the second division contains the number of hours worked.
- In each division, the job categories are broken down by salary ranges defined by the EEOC.
- Answers to Section D of the EEO-1 survey - EEOC Minority Classification

A description for each code used for minority classification follows:

A	=	Total male Hispanic or Latino
B	=	Total female Hispanic or Latino
C	=	Total male White
D	=	Total male Black or African American
E	=	Total male Native Hawaiian or Other Pacific Islander
F	=	Total male Asian
G	=	Total male American Indian or Alaskan Native
H	=	Total male Two or more races
I	=	Total female White
J	=	Total female Black or African American
K	=	Total female Native Hawaiian or Other Pacific Islander
L	=	Total female Asian
M	=	Total female American Indian or Alaskan Native
N	=	Total female Two or more races
O	=	Total A-N employees

- Answers to other questions in Section D of the EEO-1 survey.
These questions relate to how and when the information reported was obtained.
- Reporting Unit Warning.

Section G - Certification

Component-2 EEO-1 Less Than 50 Report (PPR800)

CO=	1AA 0-1	EQUAL EMPLOYMENT OPPORTUNITY			PAGE	4
		2019 EMPLOYER INFORMATION REPORT EEO-1			DATE	07/03/19
ESTABLISHMENTS WITH LESS THAN 50 EMPLOYEES						
UNIT NUMBER	E.I. NUMBER	ESTABLISHMENT NAME AND ADDRESS	NUMBER OF EMPLOYEES	ESTABLISHMENT MAJOR ACTIVITY		
1AA4EL-1	590000202	1AA4EL1 REPT UNIT NAME	5	TESTINGB1		
		1AA4EL1 REPT ADDRESS1		TESTINGB2		
		1AA4EL1 REPT ADDRESS2		TESTINGB3		
		ATLANTA GA 33351-1231		TESTINGB4		
1AA4EL-2	590000303	1AA4EL2 REPT UNIT NAME	5	TESTINGC1		
		1AA4EL2 REPT ADDRESS1		TESTINGC2		
		1AA4EL2 REPT ADDRESS2		TESTINGC3		
		ATLANTA GA 33361-1231		TESTINGC4		

Generated By

PPR600

Printed By

PPR800

Sequence

Company Number, Unit code

Control Transactions

AG

Purpose

Produces a summarized EEO-1 report for Reporting Units with less than 50 employees.

Explanation

This page appears only for multi-establishment employers with establishments employing fewer than 50 employees and not filing as Special Reports.

Component-2 EEO-1 Consolidated Summary Page (PRR800)

CO= 1AA 0-1	EQUAL EMPLOYMENT OPPORTUNITY	PAGE 5																																																																																																																		
U= 1AA3HM-1	2019 EMPLOYER INFORMATION REPORT EEO-1	DATE 07/03/19																																																																																																																		
SIC/NAICS=1234 - 123456																																																																																																																				
SECTION A - TYPE OF REPORT CONSOLIDATED SUMMARY PAGE																																																																																																																				
1AA CONT UNIT NAME																																																																																																																				
1AA CONT ADDRESS2																																																																																																																				
ATLANTA																																																																																																																				
GA 33331-1231																																																																																																																				
E= 580000001																																																																																																																				
SECTION D - EMPLOYMENT DATA																																																																																																																				
<table border="0"> <tr> <th colspan="2"></th> <th colspan="8">NUMBER OF EMPLOYEES</th> <th></th> </tr> <tr> <th colspan="2"></th> <th colspan="4">HIS/LATINO</th> <th colspan="4">NON-HISPANIC OR NON-LATINO</th> <th></th> </tr> <tr> <th colspan="2"></th> <th>*** MALE **</th> <th colspan="3">*****</th> <th>MALE</th> <th colspan="3">*****</th> <th></th> </tr> <tr> <th colspan="2"></th> <th>(A)</th> <th>(C)</th> <th>(D)</th> <th>(E)</th> <th>(F)</th> <th>(G)</th> <th>(H)</th> <th>TOTAL</th> </tr> <tr> <th colspan="2"></th> <th>** FEMALE *</th> <th colspan="3">*****</th> <th>FEMALE</th> <th colspan="3">*****</th> <th>****A-N****</th> </tr> <tr> <th>JOB CATEGORIES</th> <th>ANNUAL SALARY</th> <th>(B)</th> <th>(I)</th> <th>(J)</th> <th>(K)</th> <th>(L)</th> <th>(M)</th> <th>(N)</th> <th>(O)</th> </tr> <tr> <td>EXEC/SR LEVEL</td> <td>1 BELOW \$ 19240</td> <td>0</td> <td>6</td> <td>8</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> <td></td> </tr> <tr> <td></td> <td></td> <td>0</td> <td>5</td> <td>7</td> <td>3</td> <td>0</td> <td>0</td> <td>0</td> <td>30</td> </tr> <tr> <td></td> <td>\$ 19240-\$ 24439</td> <td>0</td> <td>2</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td></td> </tr> <tr> <td></td> <td></td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>3</td> </tr> <tr> <td></td> <td>\$ 24440-\$ 30679</td> <td>0</td> <td>0</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td></td> </tr> </table>					NUMBER OF EMPLOYEES											HIS/LATINO				NON-HISPANIC OR NON-LATINO							*** MALE **	*****			MALE	*****						(A)	(C)	(D)	(E)	(F)	(G)	(H)	TOTAL			** FEMALE *	*****			FEMALE	*****			****A-N****	JOB CATEGORIES	ANNUAL SALARY	(B)	(I)	(J)	(K)	(L)	(M)	(N)	(O)	EXEC/SR LEVEL	1 BELOW \$ 19240	0	6	8	1	0	0	0				0	5	7	3	0	0	0	30		\$ 19240-\$ 24439	0	2	1	0	0	0	0				0	0	0	0	0	0	0	3		\$ 24440-\$ 30679	0	0	1	0	0	0	0	
		NUMBER OF EMPLOYEES																																																																																																																		
		HIS/LATINO				NON-HISPANIC OR NON-LATINO																																																																																																														
		*** MALE **	*****			MALE	*****																																																																																																													
		(A)	(C)	(D)	(E)	(F)	(G)	(H)	TOTAL																																																																																																											
		** FEMALE *	*****			FEMALE	*****			****A-N****																																																																																																										
JOB CATEGORIES	ANNUAL SALARY	(B)	(I)	(J)	(K)	(L)	(M)	(N)	(O)																																																																																																											
EXEC/SR LEVEL	1 BELOW \$ 19240	0	6	8	1	0	0	0																																																																																																												
		0	5	7	3	0	0	0	30																																																																																																											
	\$ 19240-\$ 24439	0	2	1	0	0	0	0																																																																																																												
		0	0	0	0	0	0	0	3																																																																																																											
	\$ 24440-\$ 30679	0	0	1	0	0	0	0																																																																																																												

...

TOTAL		2	46	40	8	0	3	0	
		3	37	31	12	2	1	1	186
SECTION D - EMPLOYMENT DATA									
		NUMBER OF HOURS WORKED							
		HIS/LATINO				NON-HISPANIC OR NON-LATINO			
		*** MALE **	*****			MALE	*****		
		(A)	(C)	(D)	(E)	(F)	(G)	(H)	TOTAL
		** FEMALE *	*****			FEMALE	*****		****A-N****
JOB CATEGORIES	ANNUAL SALARY	(B)	(I)	(J)	(K)	(L)	(M)	(N)	(O)
EXEC/SR LEVEL	1 BELOW \$ 19240	0	2299	3686	400	0	0	0	
		0	2066	2866	1700	0	0	0	13017
	\$ 19240-\$ 24439	0	1467	867	0	0	0	0	
		0	0	0	0	0	0	0	2334
	\$ 24440-\$ 30679	0	0	320	0	0	0	0	
		0	0	0	0	0	0	0	320

...

TOTAL		800	20262	19085	3500	0	1233	0	
		1266	18640	13598	5899	1300	433	200	86216

Generated By

PPR600

Printed By

PPR800

Sequence

Company Number

Control Transactions

AG

Purpose

Reports totals for a Consolidated Unit that can be used in completing the EEO-1 Consolidated reports for multi-establishment employers.

Explanation

This report contains the totals needed for Section D - Employment Information for the consolidated component-2 EEO-1 report. The totals presented on this report include the employees in Reporting Units (establishments) with fewer than 50 employees. This report is produced for all multi-establishment employers.

Component-2 EEO-1 Error Page (PPR800)

PPR820	EEO-1 ERROR PAGE
ERROR TOTALS FOR EEO-1 RPTING:	
INVALID OCCUPATIONAL CATEGORIES	1
NUMBER OF INCOMPLETE REPORTING UNITS	1

Generated By

PPR600

Printed By

PPR800

Sequence

Automatic

Control Transactions

AG

Purpose

Shows errors that cause the component-2 EEO-1 reports to be inaccurate in both the total areas and the information areas.

Explanation

This report indicates missing information and errors. It will appear if Reporting Unit information or Controlling Unit information is incomplete or inconsistent, or if errors are detected in information being tallied.

VETS-4212 Report (PRR729)

FEDERAL CONTRACTOR VETERANS EMPLOYMENT REPORT
VETS-4212

TYPE OF REPORTING ORGANIZATION
(CHECK ONE OR BOTH, AS APPLICABLE)

TYPE OF FORM (CHECK ONLY ONE)

☐ SINGLE ESTABLISHMENT (S)

☒ MULTIPLE ESTABLISHMENT-HEADQUARTERS (MHQ)

☒ PRIME CONTRACTOR (P)

☐ SUBCONTRACTOR (S)

☐ MULTIPLE ESTABLISHMENT-HIRING LOCATION (MHL)

☐ MULTIPLE ESTABLISHMENT-STATE CONSOLIDATED (SPECIFY NUMBER OF LOCATIONS) _____ (MSC)

COMPANY IDENTIFICATION INFORMATION

COMPANY NUMBER: ABC1234

TWELVE MONTH PERIOD ENDING: 06/30/2015

NAME OF PARENT COMPANY
INFOR TEST SYSTM CNIRLING UNIT

CITY
ALPHARETTA

ADDRESS-1
13560 MORRIS ROAD

ADDRESS-2
PO BOX XX

COUNTY
FULTON

STATE
GA

ZIP CODE
30004-1234

NAME OF COMPANY CONTACT:
JOSEPH W. SMITH

TELEPHONE AND EMAIL FOR CONTACT:
6783198000 / JWSMITH@INFOR.COM

NAME OF HIRING LOCATION
INFOR HCM E SERIES CNIRL UNIT

CITY
TOCO HILLS

ADDRESS-1
1212 NORTH DRUID HILLS ROAD

ADDRESS-2
SUITE #10A

COUNTY
DEKALB

STATE
GA

ZIP CODE
30329-5678

NAICS:
456780

DUNS:
12-998-3333

EMPLOYER ID NO. (IRS TAX NO.):
57-6900088

--- INFORMATION ON EMPLOYEES ---

JOB CATEGORIES	NUMBER OF EMPLOYEES		NEW HIRES (PREVIOUS 12 MONTHS)	
	PROTECTED VETERANS (A)	TOTAL EMPLOYEES (B)	PROTECTED VETERANS (C)	TOTAL EMPLOYEES (D)
EXEC/SR OFFICERS/MANAGERS (01)	1	12	0	1
1ST/MID OFFICERS/MANAGERS (02)	1	2	1	1
PROFESSIONALS (03)	1	5	1	1
TECHNICIANS (04)	1	9	0	0
SALES WORKERS (05)	0	4	0	0
ADMIN SUPPORT WORKERS (06)	1	7	1	1
CRAFT WORKERS (07)	2	8	1	1
OPERATIVES (08)	7	13	1	1
LABORERS/HELPERS (09)	1	5	0	0
SERVICE WORKERS (10)	0	3	0	0
TOTAL (11)	15	68	5	6

TOTAL MAXIMUM AND MINIMUM NUMBER OF PERMANENT EMPLOYEES DURING THE PERIOD COVERED BY THIS REPORT.

MAXIMUM NUMBER	MINIMUM NUMBER
2930	188

Generated By

PPR259

Printed By

PRR729

Sequence

Reporting Unit Code

Control Transactions

PA-1, PB, P2

Purpose

Produce a VETS-4212 report to provide information about the number of Protected Veterans hired within EEOC occupational category in a manner outlined by the Office of the Assistant Secretary for Veterans Employment and Training.

This report also identifies the information included on the VETS-4212 file used for electronic submission.

Explanation

The information on this report complies with the veterans employment reporting requirements for federal contractors.

VETS-4212 Error Page (PPR729)

PPR729 ERRORS & WARNINGS FOR VETS-4212

WARNING: DUNS NUMBER MISSING. ZERO FILLED.

NOTE: FILE FOR ELECTRONIC SUBMISSN NOT CREATED DUE TO ERRORS

ERROR TOTALS:

INVALID DATE BEGINNING DATE	1
INVALID DATE ENDING DATE	1
INVALID JOB CATEGORIES	25

NUMBER OF INCOMPLETE REPORTING UNITS	1
--------------------------------------	---

Generated By

PPR259

Printed By

PPR729

Sequence

Automatic

Control Transactions

PA-1, PB, P2

Purpose

Shows errors that cause the VETS-4212 report to be inaccurate in the totals or information area, or both.

Explanation

This report indicates missing information and errors. It will appear if Reporting or Controlling Unit information is incomplete or inconsistent, or if errors are detected in the employee totals.

EEO-1 Statistical Analysis (PRR705)

EEO-1 STATISTICAL ANALYSIS		SYSTEM TEST ORG ALWA		X		PAGE		1	
EEO-1 DETAIL INFORMATION		US COMBINED, W2/1099R, BENEFIT		ALL LEVELS		09/20/97			
OCCUPATION CATEGORY	EEOC	EMPL.NUM.	NAME	TITLE	SEX	UNIT	EDUC	SALARY	
OFFICIALS/MANAGERS	AI	3018	CRAWFORD, RAMON	ALWB3018 MGR, APPLICATIONS PROGRAMMING	M	1BS3	00	\$50,000.00	
EMPLOYEES		1	MALE	1 FEMALE				AVER YRS ED 00.0	AVER SALARY \$50,000.00
B		2154	NELSON, BESSIE	ALWA2154	F	1DB3HQR	04	\$10,919.76	
B		2178	TERRY, MINNIE	ALWA2178	F	1DB3HQR	00	\$10,920.00	
B		2186	WARE, JEWELL	ALWA2186	F	1BS1SGL	00	\$31,201.20	
B		2446	HELMIK, LYON	ALWA2446	M	1AL3HQR	00	\$11,445.20	
B		2484	BLUIETT, ANNA MARIE	ALWA2484	F	1AL3HQR	00	\$42,000.00	
B		2486	EDWARDS, GARY	ALWA2486	M	1AL3HQR	00	\$42,000.00	
B		3068	NELSON, MINNIE	ALWB3068	F	1DB3HQR	00	\$00.00	
B		3072	ORLAND, LOTTIE	ALWB3072	F	1DB3HQR	00	\$00.00	
B		3076	PERRY, MARTIN	ALWB3076	M	1DB3HQR	00	\$00.00	
B		3156	MORRIS, SUSIE	ALWB3156	F	1DB3HQR	00	\$00.00	
B		3160	TEDDLE, WANDA	ALWB3160	F	1DB3HQR	00	\$00.00	
EMPLOYEES		18	MALE	9 FEMALE				9 AVER YRS ED 00.2	AVER SALARY \$18,468.27
HIS		2156	NELSON, JOHN	ALWA2156	M	1DB3HQR	00	\$13,000.00	
EMPLOYEES		1	MALE	1 FEMALE				AVER YRS ED 00.0	AVER SALARY \$13,000.00
O		1700	BERTHIER, GILLES	CNDA1700 POSITION 10	M		02	\$47,060.00	
EMPLOYEES		1	MALE	1 FEMALE				AVER YRS ED 02.0	AVER SALARY \$47,060.00
W		1000	SMITH, JOHN	CHIEF COOK & BOTTLE WASHER	M		00	\$9,999,999.99	
W		2152	NELSON, FRANCES	ALWA2152	F	1DB3HQR	04	\$23,920.00	
W		2180	TERRY, KIMBERLY	ALWA2180 POSITION 10	F		00	\$24,049.56	
W		2206	JAMESON, SR. ARTHUR	ALWA2206	M	1BS1SGL	00	\$43,680.00	
W		2444	RIQUX, GERALDINE	ALWA2444	F	1AL3HQR	00	\$20,800.00	
W		3164	MCGILL, LANE	ALWB3164	F	1DB3HQR	00	\$00.00	
EMPLOYEES		15	MALE	9 FEMALE				6 AVER YRS ED 00.3	AVER SALARY \$690,461.92
PROFESSIONALS	B	2246	DERRICKS, RICKEY	ALWA2246	F	1BS1SGL	00	\$12,480.00	
B		2320	MILLER, ANN	ALWA2320	F	1DB3HQR	00	\$13,520.00	
B		2342	LACEY, AVERY	ALWA2342	F	1DB3HQR	00	\$20,800.00	

Generated By

PPR241

Report Number

PPR705

Sequence

Based on options selected in the PA-1 control transaction

Control Transactions

PA-1, PB, P2

Purpose

Summarizes and reports employee population distribution within EEOC occupation category, sex code, and EEOC minority code groupings.

Explanation

The detail report prints one line of basic EEOC information per employee. This report also shows employee count totals, average years education, and average salary for each EEOC grouping.

The summary report prints employee population counts, percentage of category, and percentage of sex/minority for each combination of EEOC occupation category, sex code, and minority group code.

It also shows all category summary totals per level grouping and a grand total of all levels.

EEO-4 (PRR706)

EEO-4 REPORT		MATTHEW SMITH ASSOCIATES, INC. THE FINANCIAL SOFTWARE COMPANY ALL LEVELS GRAND TOTAL FULL TIME EMPLOYEES													PAGE 1 06/30/18
JOB CATEGORY (SALARY X \$1,000)	HIS/LATINO		NON-HISPANIC/NON-LATINO												TOTAL A-N
	* M * * F *	*****	MALE *****	*****	*****	FEMALE *****	*****	*****	*****	*****	*****	*****	*****	*****	
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)
OFFICIALS/ADMIN															
1. 0.1-15.9				1		1	2			1					5
2. 16.0-19.9															
3. 20.0-24.9			1						1						2
4. 25.0-32.9															
5. 33.0-42.9									1						1
6. 43.0-54.9			1						1						2
7. 55.0-69.9	1			1						1					3
8. 70.0 PLUS			2			1									3
PROFESSIONALS															
9. 0.1-15.9						1									1
10. 16.0-19.9															
11. 20.0-24.9															
12. 25.0-32.9															
13. 33.0-42.9									1						1
14. 43.0-54.9															
15. 55.0-69.9															
16. 70.0 PLUS						1									1
TECHNICIANS															
17. 0.1-15.9						1									1
18. 16.0-19.9															
19. 20.0-24.9															
20. 25.0-32.9												1			1
21. 33.0-42.9			1	1											2
22. 43.0-54.9															

Generated By

PPR242

Printed By

PPR706

Sequence

Based on options selected in the PA-1 control transaction

Control Transactions

PA-1, PB, P2

Purpose

Summarizes and reports employee population distribution by EEOC occupation category, sex code, and EEOC minority code within the following employee type groupings:

- Full-time employees within salary ranges
- Part-time/temporary employees
- New hires within a user-specified time period.

Explanation

The levels title line only prints those levels which are included in the particular summary page (such as, a level 2 summary prints level 1-level 2). You define the printing of a report date and its value.

The report prints employee population counts for each combination of EEOC occupation category, sex code, and minority group code within employee type classification.

A summary of all categories is printed for each level grouping in addition to a grand total.

Employee Leave Of Absence (PRR707)

EMPLOYEE LEAVE OF ABSENCE REPORT				SYSTEM TEST ORG ALWA				X	PAGE 1					
				US COMBINED, W2/1099R, BENEFIT					09/30/1998					
L1	L2	L3	L4	REASON FOR LEAVE				JOB TITLE		POS CTL NO				
EMPLOYEE NO.				NAME AND ADDRESS				LIVE DATE - RET DATE		WORK LOCATION		SOC SEC NO		
AL	WA	AAAA	BBBB	SMITH, SAM				FAMILY LEAVE						
				921 HOLLY HEDGE RD.										
1000				ATLANTA				GA	30083	03/01/1998 - 09/01/1998		8TH. FLOOR	356-38-7582	
AL	WA	0009	0010	ATKINS, DOROTHY B.				ALWA2100	MEDICAL					
				4152 BRIARCLIFF ROAD, N.E.										
2100				PHOENIX				AZ	85008	03/01/1998 - 09/01/1998		0044-54-3251		

Generated By

PPR237

Printed By

PPR707

Sequence

Based on options selected in the PA-1 control transaction

Control Transactions

PA-1, PB, P2, P1

Purpose

Lists employees on leave with information concerning the leave of absence. Information shown includes employee name and address, leave and return dates, and reason.

Explanation

Field names and data are shown for all fields on the Employee Master File concerning leave of absence reporting.

Total number of employees can be produced at various intervals through options on the PA-1 transaction.

Profile 1 - Personal Information (PRP44M01)

PERSONNEL PROFILE		SYSTEM TEST ORG ALWA		X	PAGE	1
PERSONAL INFORMATION ****		US COMBINED, W2/1099R, BENEFIT			09/30/1997	
EMPLOYEE NO.	1000	SEX	MALE	MIL./DRAFT STATUS	AAA	
NAME	SMITH, SAM	AGE		BRANCH SERVICE	NAVY	
ADDRESS	101 3RD. ST.	BIRTHDATE	03/23/1948	ENDING RANK	LTC	
		BIRTHPLACE	ELMHURST ILL.	TYPE OF DISCHARGE	RET	
ALBERTA	30022	COUNTRY OF CITIZ.		DISCHARGE DATE	04/18/1985	
HOME TELE.NO.		EEO CLASSIFICAT. W		DRIVERS LIC. NO.	AAABBBCCDDDD1234567890123	
PROVINCE CODE		SOC. INS. NO.	356-387-582	DRIVERS LIC. PROV	GA	
CITY CODE		DATE CURR. EMPL.	06/15/1987	DRIV LIC EXPIR DATE	03/23/1997	
RESIDENCE CD		RELIGIOUS PREF.	NONE			
		CHILD INFO ** NAME **	SEX	BIRTHDATE		
MARITAL STATUS	MARRIED	HERMAN	FEMALE	03/23/1950	EMERGENCY NOTIF. NAME	
MARRIAGE DATE	09/15/1990	NANCY	MALE	01/01/1919	EMERGENCY ADDRESS	
SPOUSE NAME	SMITH, JACQUELIN M.				EMERGENCY TELE. NO.	
SPOUSE BIRTH	01/26/1947				RELATIONSHIP	
SPOUSE SEX						
SP. SOC.INS.NO.						
NO. OF CHILDREN						
HEIGHT	6 FT 02 IN	PERM. ADV. AMT:	LIFE INS. PLAN 1	PENSION PLAN CODE	01	
WEIGHT:	205	PERM. ADV.DUE DATE	TYPE 1	PENSION PLAN TYPE		
GEN. HEALTH: EXCELLENT	BONDED:		AMT 1	PEN. CONTRIB. AMT	\$9,999,999.99	
DATE LAST PHYS:	09/23/1996	** CREDIT CARDS **	LIFE INS. PLAN 2	PEN. ELIG. DATE	06/15/1990	
DATE NEXT PHYS:	09/01/1997		TYPE 2			
BLOOD TYPE:	OPS		AMT 2	PROFIT SHARING CODE	02	
DISABILITIES:	NONE		LIFE INS. PLAN 3	PROFIT SHARING TYPE	P	
			TYPE 3	PROF. SHAR. SALARY ELIG.	\$1,000,000.00	
			AMT 3	PROF. SHAR. DATE ELIG.	01/01/2005	
		GROUP HEALTH PLAN				
		CREDIT UNION MEMBER	TYPE	STOCK PLAN CODE		
			AMT	STOCK PLAN TYPE		
		DEPENDENTS COVRD.		STOCK PLAN AMT.		
SICK AVAILABLE	VAC. AVAILABLE	OTHER HRS. AVAILABLE				
SICK TAKEN-MTD	VAC. TAKEN-MTD	OTHER HRS. TAKEN-MTD		OTHER UNPAID HRS. TAKEN-MTD		
-QTD	-QTD	-QTD		-QTD		
-YTD	-YTD	-YTD		-YTD		
SICK CARR. FORW.	VAC. CARR. FORW.	OTHER HRS. CARR. FORW.		OTHER UNPAID HRS. CARR. FORW.		
	VAC. ELIG. DATE					
ON JOB INJURY DATE	TIME LOST	JOB PERFORMING	TYPE OF INJURY			
03/01/1995	11111.11	WIN WASHER	FALL			
06/15/1994	99999.99	LION TAMER	BITE			

Generated By

PPR232

Printed By

PPR701

Sequence

Based on options selected in the PA-1 control transaction

Control Transactions

PA-1, PB, P2

Purpose

Displays all personal data about an employee. Information ranges from spouse data to general health and life insurance plans.

Explanation

Field names and data are shown for all fields on the Employee Master File containing personal information about an employee.

Number of employees can be obtained through options on the PA-1 transaction.

Explanation

Field names and data are shown for all fields on the Employee Master File containing job review information for the employee.

Number of employees can be obtained on this report at different intervals through options on the PA-1 transaction.

Profile 3 - Education and Training (PRP44M03)

PERSONNEL PROFILE				SYSTEM TEST ORG ALWA			X	PAGE 1	
EDUCATION AND TRAINING ****				US COMBINED, W2/1099R, BENEFIT				09/30/1997	
EMPLOYEE NO.	1000	NAME	SMITH, JOHN	YEARS OF EDUCATION 00			JOB TITLE	CHIEF COOK & BOTTLE WASHER	
		***	HIGHER	EDUCATION	***				
SCHOOL	DEGREE		DATE		MAJOR FIELD OF STUDY		MINOR FIELD OF STUDY		
DRAKE U.	MASTER BUSINESS ADM		05/01/1975		BUSINESS ADMIN		BUSINESS ADMIN		
DRAKE U.	BACHELOR BUS ADMIN		05/01/2000		BUSINESS ADMIN		HISTORY		
DRAKE U.	MS -NOT SPECIFIED		05/01/2000		BUSINESS ADMIN		BUSINESS ADMIN		
		***	TRAINING	SCHOOLS	***				
TRAINING SCHOOL	AAAAA	CERTIFICATE CODE	BBB	CERTIFICATE DATE	06/15/1979	FIELD OF STUDY	BUSINESS ADMIN		
TRAINING SCHOOL	BBBBB	CERTIFICATE CODE	DDD	CERTIFICATE DATE	01/01/2000	FIELD OF STUDY	CCCCC-NOT SPECI		
TRAINING SCHOOL		CERTIFICATE CODE		CERTIFICATE DATE		FIELD OF STUDY	E	-NOT SPECI	
TRAINING SCHOOL		CERTIFICATE CODE		CERTIFICATE DATE		FIELD OF STUDY	E	-NOT SPECI	
PROFESSIONAL LIC. OR MEMBERSHIPS: AAAAA				BBBBB	EDUCATION IN PROGRESS	YES	PROJECTED COMPLETION YR: 1998		
		* * *		S K I L L S		* * *			
MAJOR FUNCTION		MINOR FUNCTION		YRS EXP.	PROF. LEVEL	LAST YR USED	SUPERVISORY	LOCATION	
ARCHITECTURAL ENGINEERING		DESIGN		10	OUTSTANDING	1997	YES	PRIOR	
AERONAUTICAL ENGINEERING		AIRBORNE VEHICAL DESIGN		01	OUTSTANDING	1996	YES	PRIOR	
ELECTRICAL ENGINEERING		ANTENNAS		05	VERY GOOD	1990	NO	BOTH	
						0000			
						0000			
						0000			

Generated By

PPR232

Printed By

PPR703

Sequence

Based on options selected in the PA-1 control transaction

Control Transactions

PA-1, PB, P2

Purpose

Displays education and training information for an employee. Information ranges from schools attended to skills achieved.

Explanation

Field names and data are shown for all fields on the Employee Master File containing education, training, and skills information.

Number of employees can be obtained on this report at different intervals through options on the PA-1 transaction.

Report Generate Process Summary (PLR700)

PROCESS SUMMARY													07/20/1998
LEVEL	PROFILE1	PROFILE2	PROFILE3	REVIEWS	EEO1	ST	EEO4	LEAV	ABS	TERMINAT	NOT USED	NOT USED	NOT USED
1-2	NOT USED	NOT USED	NOT USED	NOT USED	NOT USED	NOT USED	NOT USED	TURNARND	LABELS	EEO6	RES	PROF	JOBG
	ANL	UTIL	ANL	APP	EEO1	VETS-100	NOT USED	BEN	PROF	DEMO	PA	NOTIFY	
	LR-PROF	UNION	DISCPL	GRIEV	SENIOR								
AL	WA	PRINTED	PRINTED	PRINTED	--NONE--	PRINTED	--NONE--	PRINTED	PRINTED	--NONE--	--NONE--	--NONE--	--NONE--
	--NONE--	--NONE--	--NONE--	--NONE--	--NONE--	--NONE--	--NONE--	PRINTED	PRINTED	--NONE--	PRINTED	PRINTED	--NONE--
	--NONE--	--NONE--	--NONE--	--NONE--	--NONE--	--NONE--	BYPASSED	--NONE--					
	PRINTED	PRINTED	PRINTED	PRINTED	PRINTED								
TOTALS	PRE-PRINTED		0	STOCK	FORMS	1335							
TN	RB	PRINTED	PRINTED	PRINTED	--NONE--	PRINTED	--NONE--	PRINTED	PRINTED	--NONE--	--NONE--	--NONE--	--NONE--
	--NONE--	--NONE--	--NONE--	--NONE--	--NONE--	--NONE--	--NONE--	PRINTED	PRINTED	--NONE--	PRINTED	PRINTED	--NONE--
	--NONE--	--NONE--	--NONE--	--NONE--	--NONE--	--NONE--	--NONE--	--NONE--					
	PRINTED	PRINTED	PRINTED	PRINTED	PRINTED								
TOTALS	PRE-PRINTED		0	STOCK	FORMS	900							
GRAND TOTAL:	PRE		0	SIK	2235			CRDS	0	TOTAL RECORDS IN		7,635	

Generated By

PW7ED0

Printed By

PW7ED0

Sequence

Level 1-level 2

Control Transactions

None

Purpose

Shows which personnel reports were generated and printed during the run.

Explanation

Prints a summary of the transactions entered, the total number of personnel report records generated, and a status of each delivered personnel report for the processing cycle. The following codes appear on the report:

Status	Meaning
Printed	Generated and printed
None	Not generated, tried to print
Bypassed	Generated but not printed
Invalid	An override was entered incorrectly

Salary and Performance Reviews (PRR44M04)

SALARY AND PERFORMANCE REVIEWS ****						SYSTEM TEST ORG ALWA X US COMBINED, W2/1099R, BENEFIT		PAGE 1 09/30/1997		
L1 L2		EMPL.NO.	*****		SALARY AND PERFORMANCE REVIEWS	*****		*****	PERFORMANCE REVIEWS	*****
EMPLOYEE NAME		DATE	AMOUNT	PCT CHNG	REASON	JOB CODE	DATE	RATING	SUPERVISOR	JOB CODE
AL	WA	1000								
SMITH, SAM										
NEXT SALARY REVIEW: 02/01/1998						NEXT PERFORMANCE REVIEW: 01/05/1998				
CN	DA	1000								
SMITH, JOHN		02/01/1997	\$1,000,000.00	10.00	PROMOTION	0000001111	01/05/1997	100	AAAAABBBBB	0000001111
NEXT SALARY REVIEW:						NEXT PERFORMANCE REVIEW:				
CN	DA	1010								
WALKER, GLORIA		CNDA1010								
NEXT SALARY REVIEW:						NEXT PERFORMANCE REVIEW:				
CN	DA	1040								
GSCHWENDINER, HORST		CNDA1040								
NEXT SALARY REVIEW:						NEXT PERFORMANCE REVIEW:				
CN	DA	1050								
BARNHARD, EVANGELINA		CNDA1050								
NEXT SALARY REVIEW:						NEXT PERFORMANCE REVIEW:				
CN	DA	1060								
MILLER, LITE		CNDA1060								
NEXT SALARY REVIEW:						NEXT PERFORMANCE REVIEW:				
CN	DA	1070								
ATTWOOD, HAROLD J.		CNDA1070								
NEXT SALARY REVIEW:						NEXT PERFORMANCE REVIEW:				
CN	DA	1080								
MARSHALL, MICHEL		CNDA1080								
NEXT SALARY REVIEW:						NEXT PERFORMANCE REVIEW:				
AL	WA	1128								
PALGON, CLARENCE		ALWA1128								
NEXT SALARY REVIEW:						NEXT PERFORMANCE REVIEW:				
AL	WA	1132								
GASTON, GEORGE		ALWA1132								
NEXT SALARY REVIEW:						NEXT PERFORMANCE REVIEW:				
AL	WA	1136								
PER-LEA, BETHA		ALWA1136								
NEXT SALARY REVIEW:						NEXT PERFORMANCE REVIEW:				
AL	WA	1234								
RUSSEL, FRANCES		ALWA1234								
NEXT SALARY REVIEW:						NEXT PERFORMANCE REVIEW:				
CN	DA	1680								
BERKOWITZ, MATILDA		CNDA1680								
NEXT SALARY REVIEW:						NEXT PERFORMANCE REVIEW:				
CN	DA	1690								
GLENLEVITT, SUE-ANNE		CNDA1690								
NEXT SALARY REVIEW:						NEXT PERFORMANCE REVIEW:				
CN	DA	1700								
BERKHIER, GILLES		CNDA1700								
NEXT SALARY REVIEW:						NEXT PERFORMANCE REVIEW:				

SALARY AND PERFORMANCE REVIEWS ****				SYSTEM TEST ORG ALWA X US COMBINED, W2/1099R, BENEFIT				PAGE 2 09/30/1997			
				SALARY AND PERFORMANCE REVIEWS							
L1 L2	EMPL.NO.	*****				SALARY	REVIEWS	*****			
EMPLOYEE NAME				DATE	AMOUNT	PCT CHNG	REASON	JOB CODE	DATE	RATING	SUPERVISOR
CN DA 1710											
PROULX, PHILLIPE CND1710				01/01/1992	\$1,000.00		COST OF LIVING				
				01/01/1990	\$1,000.00		COST OF LIVING				
				12/01/1988	\$250.00		MERIT				
				12/01/1987	\$1,000.00		COST OF LIVING				
				12/01/1985	\$250.00		MERIT				
				12/01/1984	\$500.00		MERIT				
				01/01/1983	\$250.00		MERIT				
				01/01/1982	\$250.00		MERIT				
				01/01/1981	\$500.00		MERIT				
				01/01/1980	\$1,000.00		COST OF LIVING				
				NEXT SALARY REVIEW: 01/01/1993				NEXT PERFORMANCE REVIEW:			

Generated By

PPR236

Printed By

PPR704

Sequence

Based on options selected in the PA-1 control transaction

Control Transactions

PA-1, PB, P2

Purpose

Provides salary and performance information for an employee. Information printed can include salary change date, amount and percent of change, performance review date, rating, and supervisor.

Explanation

Field names and translated data are shown for all fields on the Employee Master File containing salary and performance review information.

Number of employees can be produced at various intervals through options on the PA-1 transaction.

Up to 35 characters of employee name will print. If the name is over 30 characters, the print line will stagger.

Terminated Employee Report (PRR708)

TERMINATED EMPLOYEE REPORT				SYSTEM TEST	ORG ALWA	X	PAGE	1
EXTENDED FORMAT				US COMBINED, W2/1099R, BENEFIT			09/30/1997	
L1 L2 -L3- -L4- -L5-	N A M E			ANNUAL SALARY	TERMINATION REASON	BONDED	PENS CODE	COMPANY CREDIT CARDS
EMPLOYEE NUMBER	P E R C E N T			EMPL	REHIRE CONSID	CREDIT UNION	PENS DATE	TYPE --- NUMBER ----
SOCIAL INS NBR	A D D R E S S			HIRE DATE	VAC HRS AVAIL	PERM ADV AMT	PROF CODE	
TELEPHONE NUMBER	J O B T I T L E			TERM DATE	OTH HRS AVAIL	DUE DATE	STK CODE	
POS CONTROL NBR	L E N G T H			S E R V I C E				
CN DA	TRAYBORN, DENZER	CNDA1750	\$36,000.00					
1750	7844 SAMANTHA CIRCLE		0					
458-513-691	WILLOWDALE,							
	ONTARIO	MMB 7V3						
			00 YR 00 MO					
AL WA 0003 0004 0005	IVEY, MARIAN-LENORA	ALWA2122	\$24,700.00	DISLIKED WORK				
2122			100	YES				
012-34-5614	4534 UNION ROAD		01/01/1990	040.00				
	CHICAGO	IL 60611	03/19/1994	016.00				
			04 YR 02 MO					
AL WA 0003 0004 0005	IVEY, RAQUEL J.	ALWA2124	\$18,000.00	MOVED				
2124	24 E OHIO STREET		0	NO				
106-54-3281	APARTMENT 21-M			040.00				
	INDIANAPOLIS	IN 46204	04/20/1994	016.00				
			00 YR 00 MO					
AL WA 0003 0004 0005	IVEY, JENIFFER W.	ALWA2126	\$31,201.20	DISLIKED COMPANY				
2126	2741 IOWA AVENUE EAST		100	NO				
162-41-6134			01/01/1990	040.00				
	SOUISE CITY	IA 50265	04/20/1994	016.00				
			04 YR 03 MO					
AL WA 100 ACCT 1000	DECEASED, LEONARD	ALWA2330	\$7,810.56					
2330	2100 DREADED LANE		0					
559-14-5630	APARTMENT DEADEND			040.00				
	PUEBLO	CO 80217		016.00				
			00 YR 00 MO					
AL WB	MILLS-LINK, CAROLYN	ALWB3058		HEALTH				
3058	5273 DESART WAY E		100	PROVISIONAL				
117-24-3153			01/01/1990	040.00				
	DEARVILLE	MT 59002	04/16/1994	016.00				
			04 YR 03 MO					
AL WB 100 ACCT 1000	TERMINATED, JOHN	ALWB3176						
3176	948 Tanager ROAD		100					
333-33-2584	RENO		01/01/1990	040.00				
	RENO	NV 89114		016.00				
			07 YR 06 MO					
TN RB 100 ACCT 1000	TERMINATED, TOM	TNRB7088	\$50,147.24					
7088			0					
333-33-3330	CITY OF LOVERS			040.00				
	RENO	NV 89114		016.00				
			00 YR 00 MO					

Generated By

PPR238

Printed By

PPR708

Sequence

Based on options selected in the PA-1 control transaction

Control Transactions

PA-1, PB, P2

Purpose

Displays information on employees who are terminated or have died in a particular reporting period. Information consists of name and address, basic job data and financial information (advances, credit union member, etc.).

Explanation

Based on the format selected, field names and translated data are printed for all fields on the Employee Master File concerning terminated and/or deceased employee reporting.

Up to 35 characters of employee name will print. If the name is over 30 characters, the print line will stagger.

Workforce Utilization - Job Group Analysis/Sum. (PRP44M23)

PRP44M23													
JOB GROUP ANALYSIS		LOCATION	SYSTEM TEST ORG ALWA		X	ORGANIZATION		9					
JOB GROUP		ANY CITY	US COMBINED, W2/1099R, BENEFIT			SYSTEM TEST - ALWA		09/19/1997					
MKTG													
		ACTIVE	INACTIVE	TERMINATED	FULL TIME PART TIME								
		NEW HIRES 00/00/0000 TO 00/00/0000											
POSITION NO	POSITION TITLE	--- TOTAL ---				AA	AI	EEO CLASSIFICATION					
OCCUPATIONAL LEVEL		EMP	MINOR	MALE	FEM			B	FIL	HIS	O	W	
2500000 - 5500000		10	6	4	6	MALE:	0	0	1	0	0	0	3
						FEM:	0	0	5	0	0	0	1
TOTAL WORKFORCE FOR:						MALE	0	0	1	0	0	0	3
MKTG		10	6	4	6	FEM:	0	0	5	0	0	0	1
AVERAGE SALARY FOR :		TOTAL EMP -	\$28,990.90										
MKTG		TOTAL MINOR -	\$36,028.77										
		TOTAL MALE -	\$17,914.08										
		TOTAL FEM -	\$36,375.45										
PRP44M23													
JOB GROUP ANALYSIS		LOCATION	SYSTEM TEST ORG ALWA		X	ORGANIZATION		10					
JOB GROUP		ANY CITY	US COMBINED, W2/1099R, BENEFIT			SYSTEM TEST - ALWA		09/19/1997					
		ACTIVE	INACTIVE	TERMINATED	FULL TIME PART TIME								
		NEW HIRES 00/00/0000 TO 00/00/0000											
POSITION NO	POSITION TITLE	--- TOTAL ---				AA	AI	EEO CLASSIFICATION					
OCCUPATIONAL LEVEL		EMP	MINOR	MALE	FEM			B	FIL	HIS	O	W	
TOTAL WORKFORCE FOR:						MALE	0	0	1	0	0	0	3
SYSTEM TEST - ALWA		10	6	4	6	FEM:	0	0	5	0	0	0	1
AVERAGE SALARY FOR :		TOTAL EMP -	\$28,990.90										
SYSTEM TEST - ALWA		TOTAL MINOR -	\$36,028.77										
		TOTAL MALE -	\$17,914.08										
		TOTAL FEM -	\$36,375.45										
PRP44M23													
JOB GROUP ANALYSIS		LOCATION	SYSTEM TEST ORG ALWA		X	ORGANIZATION		11					
JOB GROUP		ANY CITY	US COMBINED, W2/1099R, BENEFIT			SYSTEM TEST - ALWA		09/19/1997					
		ACTIVE	INACTIVE	TERMINATED	FULL TIME PART TIME								
		NEW HIRES 00/00/0000 TO 00/00/0000											
POSITION NO	POSITION TITLE	--- TOTAL ---				AA	AI	EEO CLASSIFICATION					
OCCUPATIONAL LEVEL		EMP	MINOR	MALE	FEM			B	FIL	HIS	O	W	
TOTAL WORKFORCE FOR:						MALE	0	0	1	0	0	0	3
ANY CITY		10	6	4	6	FEM:	0	0	5	0	0	0	1
AVERAGE SALARY FOR :		TOTAL EMP -	\$28,990.90										
ANY CITY		TOTAL MINOR -	\$36,028.77										
		TOTAL MALE -	\$17,914.08										
		TOTAL FEM -	\$36,375.45										

Generated By

PPR243

Printed By

PPR723

Sequence

Based on options selected in the PA-4 transaction

Control Transactions

PA-4, PB, P2

Purpose

Shows, by EEO classification, the actual mix of positions within a job group and the mix of job groups within locations and organizations.

Explanation

The actual number of employees or the percentage of employees for the EEO classifications is shown within their positions. Positions are shown within job groups, which are shown within location and organization.

For job groups, locations and organizations, the total number of employees by EEO classification is shown. Average salaries for total employees, minorities, males, and females are also shown.

Sequence

Based on options selected in the PA-4 transaction

Control Transactions

PA-4, PB, P2

Purpose

Shows, by EEO classification, the actual mix of positions within a sector and the mix of sectors within an organization.

Explanation

The actual number of employees or the percentage of employees for EEO classifications is shown within their positions. Positions are shown within sectors, which are shown within an organization.

For sectors and organizations, the total number of employees is shown by EEO classifications. Average salaries for total employees, minorities, males, and females are also shown.

Workforce Utilization - Sector Utilization Analysis (PRP44M26)

PRP44M26		SYSTEM TEST ORG ALWA				X		ORGANIZATION				1	
SECTOR UTILIZATION ANALYSIS		US COMBINED, W2/1099R, BENEFIT								09/19/1997			
						FULL TIME		PART TIME					
						NEW HIRES 00/00/0000 TO 00/00/0000							
ACTIVE		INACTIVE		TERMINATED									
SECTOR		--- TOTAL ---						EEO CLASSIFICATION					
POSITION NO / TITLE		EMP	MINOR	MALE	FEM	AA	AI	B	FIL	HIS	0	W	
						MALE:	0	10	58	3	8	8	60
		296	170	147	149	FEM:	10	3	54	8	8	0	66
						MALE: ACT:	0	6	53	2	5	4	53
		ACT:	251	140	123	PER:	.0	60.0	91.3	66.6	62.5	50.0	88.3
		PER:	84.8	82.3	83.6								
						FEM: ACT:	6	3	52	4	5	0	58
						PER:	60.0	100.0	96.3	50.0	62.5	.0	87.8
600000 STEEL WORKER						MALE: ACT:	0	0	0	0	0	0	1
		ACT:	1	0	1	PER:	.0	.0	.0	.0	.0	.0	1.6
		PER:	.3	.0	.6								
						FEM: ACT:	0	0	0	0	0	0	0
						PER:	.0	.0	.0	.0	.0	.0	.0
610000 MECHANIC						MALE: ACT:	0	0	0	0	0	0	0
		ACT:	1	1	0	PER:	.0	.0	.0	.0	.0	.0	.0
		PER:	.3	.5	.0								
						FEM: ACT:	1	0	0	0	0	0	0
						PER:	10.0	.0	.0	.0	.0	.0	.0
620000 DATA ENTRY						MALE: ACT:	0	1	0	1	0	0	0
		ACT:	2	2	2	PER:	.0	10.0	.0	33.3	.0	.0	.0
		PER:	.6	1.1	1.3								
						FEM: ACT:	0	0	0	0	0	0	0
						PER:	.0	.0	.0	.0	.0	.0	.0
650000 PRODUCTION SUPV						MALE: ACT:	0	0	0	0	0	0	0
		ACT:	1	1	0	PER:	.0	.0	.0	.0	.0	.0	.0
		PER:	.3	.5	.0								
						FEM: ACT:	0	0	0	0	1	0	0
						PER:	.0	.0	.0	.0	12.5	.0	.0
660000 LINE MAN						MALE: ACT:	0	0	0	0	1	0	1
		ACT:	6	4	2	PER:	.0	.0	.0	.0	12.5	.0	1.6
		PER:	2.0	2.3	1.3								
						FEM: ACT:	1	0	0	2	0	0	1
						PER:	10.0	.0	.0	25.0	.0	.0	1.5
AAAEBBCCCD ASST MAIN COOK AND CLEANER						MALE: ACT:	0	0	0	0	1	0	0
		ACT:	1	1	1	PER:	.0	.0	.0	.0	12.5	.0	.0
		PER:	.3	.5	.6								
						FEM: ACT:	0	0	0	0	0	0	0
						PER:	.0	.0	.0	.0	.0	.0	.0

Generated By

PPR246

Printed By

PPR726

Sequence

Based on options selected in the PA-4 transaction

Control Transactions

PA-4, PB, P2

Purpose

Shows, by EEO classification, the actual mix of total employees within their positions compared to the actual mix of the specific sector to which that position is related.

Explanation

For a sector, the actual number of employees or the percentage of employees for the EEO classifications is compared to the actual total number of employees within their positions. The differences are calculated for each EEO classification.

Workforce Utilization - Utilization Analysis (PRP44M27)

PRP44M27									
UTILIZATION ANALYSIS		LOCATION		SYSTEM TEST ORG ALWA		X		ORGANIZATION	
YR	QTR			US COMBINED, W2/1099R, BENEFIT				1	
								09/19/1997	

Workforce Utilization - Workforce Analysis (PRP44M24)

PRP44M24													
WORKFORCE ANALYSIS				SYSTEM TEST ORG ALWA				X		ORGANIZATION			
LINE OF PROGRESSION				US COMBINED, W2/1099R, BENEFIT						1			
abcd										06/27/1997			
										FULL TIME PART TIME			
ACTIVE INACTIVE TERMINATED										NEW HIRES 00/00/0000 TO 00/00/0000			
POSITION NO		POSITION TITLE								EEO CLASSIFICATION			
OCCUPATIONAL LEVEL				- - - T O T A L - - - -		AA AI		B FIL HIS O W					
				EMP MINOR MALE FEM									

Chapter Contents

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Introduction

The reports in this chapter are for Canada.

Employee Tax Summary (PRR410) (CAN)

EMPLOYEE TAX SUMMARY - REPORT NO. PPR410					CANADA ASSOCIATES, INC		PAGE 1	
RUN DATE 10-11-2005					A DIVISION OF CAA (AX01)		PERIOD END DATE 1-26-2006	
CONTROLS		EMP NUMBER		NAME				
TYPE	SCC	SCC	GROSS	TAX		SCC	SCC	GROSS
		TYPE	NUM	TAXABLE	WITHHELD	TYPE	NUM	TAXABLE
-	-	-	130	SMITH AX01130,	SAM R.			
C-1	EI		1,500.00	29.25		CPP		1,500.00
C-1	FEDERL	86	1,500.00	434.83				70.92
MTD	EI		1,500.00	29.25		CPP		1,500.00
MTD	FEDERL	86	1,500.00	434.83				70.92
QTD	EI		1,500.00	29.25		CPP		1,500.00
QTD	FEDERL	86	1,500.00	434.83				70.92
YTD	EI		1,500.00	29.25		CPP		1,500.00
YTD	FEDERL	86	1,500.00	434.83				70.92
-	-	-	140	SMITH AX01140,	MIKE K.			
C-1	EI		2,000.00	33.00		QPP		2,000.00
C-1	QPIP		2,000.00	15.00		FEDERL	88	2,000.00
C-1	PROV	88	2,000.00	415.31				95.67
MTD	EI		2,000.00	33.00		QPP		2,000.00
MTD	QPIP		2,000.00	15.00		FEDERL	88	2,000.00
MTD	PROV	88	2,000.00	415.31				346.67
QTD	EI		2,000.00	33.00		QPP		2,000.00
QTD	QPIP		2,000.00	15.00		FEDERL	88	2,000.00
QTD	PROV	88	2,000.00	415.31				95.67
YTD	EI		2,000.00	33.00		QPP		2,000.00
YTD	QPIP		2,000.00	15.00		FEDERL	88	2,000.00
YTD	PROV	88	2,000.00	415.31				346.67
LEVEL TOTALS		FED-PROV-GROSS		FED-PROV-TAX		EMP QM-GROSS		
SECTION		-						
CUR		17,500.00		3,692.23		1,446.25		
MTD		20,520.00		4,486.83		27,787.32		
QTD		20,530.00		4,496.83		27,787.32		
YTD		43,866.23		8,492.57		27,787.32		
DEPARIMENT		-						
CUR		17,500.00		3,692.23		1,446.25		
MTD		20,520.00		4,486.83		27,787.32		
QTD		20,530.00		4,496.83		27,787.32		
YTD		43,866.23		8,492.57		27,787.32		
DIVISION		-						
CUR		17,500.00		3,692.23		1,446.25		
MTD		20,520.00		4,486.83		27,787.32		
QTD		20,530.00		4,496.83		27,787.32		
YTD		43,866.23		8,492.57		27,787.32		

Generated By

PPR118

Printed By

PPR410

Sequence

1. Level 1-level 2
2. Level 3-level 5 (CS-1 option)
3. Period type (current pay period 1 through 5, month-to-date, quarter-to-date, year-to-date, adjustments/prepays/reversals)
4. Tax type (federal, provincial, QPP, CPP, EI, QPIP, QM) for Canadian organizations
5. Status types (active but not paid, inactive, or terminated) or by options selected in the CS-1 control transaction.

Control Transactions

AD, AE, CS-1

Purpose

Provides an analysis of an employee's taxes.

Explanation

The Employee Tax Summary is produced from the current reports file and is normally run with the current pay period. Individual entries for each employee for each tax or deduction, are printed two per line. Federal and provincial taxes are broken down by province code. EI, QPIP, CPP, and QPP are aggregate amounts and not shown with a specific province code.

Summarizing is done by federal plus the provincial employee-paid employee portion of Quebec Medicare.

Note: For Quebec Medicare, the gross (taxable wages) does not stop at the wage limit, but the tax does stop at the tax limit.

You can choose the following options:

- Total level processing can include levels 1 through 5, 1 through 4, 1 through 3, levels 1-2 and pay code, or levels 1-2 only. Also, pay code processing can be omitted.
- The lowest level total printed on a page can be level 5, level 4, level 3, pay code, or level 2.
- Double or single space between employees
- Do not print entries pertaining to employees whose pay code is:

Active but not paid

Inactive

Terminated.

- Process and print current, month-to-date, quarter-to-date, and/or year-to-date information.

Canadian Employer Tax Summary (PRR472)

CANADIAN EMPLOYER TAX SUMMARY PRR472			CANADA ASSOCIATES, INC				PAGE 1
RUN DATE 12-22-2009			A DIVISION OF CAA (AX01)				PERIOD END DATE 12-31-2009
COMPANY - 01							
FEDERAL	GROSS TAXABLE	INCOME	EMPLOYEES	EMPLOYMENT	CANADA	QUEBEC	QPIP
CODE PD	INCOME	TAX	PAID	INSURANCE	PENSION	PENSION	
FED CUR							
FED MID	328,660.65	70,798.32	89	4,304.62	6,503.24	2,570.82	187.94
FED QTD	328,660.65	70,798.32	89	4,304.62	6,503.24	2,570.82	187.94
FED YTD	329,660.65	71,198.32	89	4,304.62	6,503.24	2,620.82	187.94

CANADIAN EMPLOYER TAX SUMMARY			PRR472	CANADA ASSOCIATES, INC			PAGE 2	
RUN DATE 12-22-2009			A DIVISION OF CAA (AX01)			PERIOD END DATE 12-31-2009		
COMPANY - 01								
T4	GROSS TAXABLE	INCOME	EMPLOYEES	EMPL INS	EMPL INS	EMPL INS	CANADA	QUEBEC
CODE PD	INCOME	TAX	PAID	EMPLOYEE PAID	EMPLOYER PAID	FACTOR	PENSION	PENSION
080 MTD	6,825.39	1,689.71	2	114.25	159.95	1.400000	69.71	4.00
080 YTD	6,825.39	1,689.71	2	114.25	159.95		69.71	
T4	GROSS TAXABLE	INCOME	EMPLOYEES	EMPL INS	EMPL INS	EMPL INS	CANADA	QUEBEC
CODE PD	INCOME	TAX	PAID	EMPLOYEE PAID	EMPLOYER PAID	FACTOR	PENSION	PENSION
081 MTD	5,188.91	1,349.36	1	81.22	113.71	1.400000	68.84	
081 YTD	5,188.91	1,349.36	1	81.22	113.71		68.84	
T4	GROSS TAXABLE	INCOME	EMPLOYEES	EMPL INS	EMPL INS	EMPL INS	CANADA	QUEBEC
CODE PD	INCOME	TAX	PAID	EMPLOYEE PAID	EMPLOYER PAID	FACTOR	PENSION	PENSION
082 YTD	1,000.00	402.78	1	44.17	61.84	1.400000	150.50	
T4	GROSS TAXABLE	INCOME	EMPLOYEES	EMPL INS	EMPL INS	EMPL INS	CANADA	QUEBEC
CODE PD	INCOME	TAX	PAID	EMPLOYEE PAID	EMPLOYER PAID	FACTOR	PENSION	PENSION
084 MTD	1,830.54	462.73	1	30.00	42.00	1.400000	66.01	
084 YTD	1,830.54	462.73	1	30.00	42.00		66.01	
T4	GROSS TAXABLE	INCOME	EMPLOYEES	EMPL INS	EMPL INS	EMPL INS	CANADA	QUEBEC
CODE PD	INCOME	TAX	PAID	EMPLOYEE PAID	EMPLOYER PAID	FACTOR	PENSION	PENSION
086 MTD	20,040.00	140.00	2			1.400000	5,555.00	
086 YTD	40,080.00	180.00	2	4,480.00	6,272.00		1,120.00	2,240.00
T4	GROSS TAXABLE	INCOME	EMPLOYEES	EMPL INS	EMPL INS	EMPL INS	CANADA	QUEBEC
CODE PD	INCOME	TAX	PAID	EMPLOYEE PAID	EMPLOYER PAID	FACTOR	PENSION	PENSION
088 MTD	8,250.44	1,163.01	2	124.67	174.54	1.400000		362.43
088 YTD	8,250.44	1,163.01	2	124.67	174.54			362.43
T4A	GROSS TAXABLE	INCOME	EMPLOYEES					
CODE PD	INCOME	TAX	PAID					
0 CUR								
0 YTD	6,672,027.08	15,032.42	24					
MULT EI	GROSS TAXABLE	INCOME	EMPLOYEES	EMPL INS	EMPL INS	EMPL INS	CANADA	QUEBEC
CODE PD	INCOME	TAX	PAID	EMPLOYEE PAID	EMPLOYER PAID	FACTOR	PENSION	PENSION
0 MTD	42,135.28	4,804.81	8	350.14	490.20	1.400000	5,759.56	366.43
0 YTD	6,735,202.36	20,280.01	33	4,874.31	6,824.04		1,475.06	2,602.43
PYRL ACCT NUM - 023456789AA1234								

CANADIAN EMPLOYER TAX SUMMARY PRR472			CANADA ASSOCIATES, INC			PAGE 20	
RUN DATE 12-22-2009						PERIOD END DATE 12-31-2009	
CORPORATE - AX							
PROV	GROSS TAXABLE	INCOME	EMPLOYEES	QPIP	QPIP	QPIP	
CODE PD	INCOME	TAX	PAID	EMPLE PAID	EMPLR PAID	RATE	
REL1 CUR	10,608.84	3,812.11		60.22	84.39	.005830	
REL1 MTD	57,325.18	36,142.28	1	60.22	84.39	.005830	
REL1 YTD	59,027.20	36,206.91	1	60.22	84.39	.005830	
PROV	GROSS TAXABLE	INCOME	EMPLOYEES				
CODE PD	INCOME	TAX	PAID				
REL2 CUR		1,388.12					
REL2 YTD	3,902.94	16,493.51	10				

Generated By

PPC129

Printed By

PPR472

Sequence

1. T4 - type or government type code federal
2. T4A - by EI rate code and level 1-level 2
3. Relevé 1, Relevé 2.

There is a breakdown of multiple EI rates and two-digit province codes within the EI Code of T4 data, a breakdown of T4A data by EI rate code, and a summary of Relevé 1 and Relevé 2 data.

Note: This report can be produced without level 1-level 2 in the sort key so that more than one organization can be sequenced together.

Control Transactions

AD, AE

Purpose

Provides level 1-level 2 summaries of accrued federal and provincial taxes payable for current pay period, month-to-date, quarter-to-date (federal only), and year-to-date. This includes, where applicable, amounts withheld such as income tax, Employment Insurance, QPIP Insurance, Canada Pension Plan, Quebec Pension Plan, and Quebec Medicare.

Explanation

Tax and taxable wage reporting is summarized at the EI rate code by taking authority within level 2. Current, month-to-date, and year-to-date accumulations are optional. Each reflects every cycle at period end only, or not at all.

The first column identified as FEDERAL with a code of **FED** is an accumulation of data for the organization (not broken down by province) containing:

- Gross taxable income
- Income tax withheld
- Employees paid
- Employment insurance deduction
- Canada Pension Plan deduction
- Quebec Pension Plan deduction
- QPIP insurance deduction

The following is a further breakdown by province within EI rate code of:

- Gross taxable income
- Income tax withheld
- Number of employees paid
- Employment Insurance (employee and employer paid)
- Employment Insurance factor
- Canada Pension Plan contributions
- Quebec Pension Plan contributions.

For Relevé 1, identified as **REL1**, also shown is:

- QPIP (employee and employer paid)
- QPIP rate

Any negative figures included on the Canadian Employer Tax Summary print as negative.

Master File Print (PRR950)

RUN DATE 08-29-2013				SYSTEM TEST ORG CNDA				X		PAGE 11						
L1	L2	EMPL NO		CANADA COMBINED				X								
CN	DA	1020														
RSN	MRC	NAME POPPINS, MARY CNDA1020		SIN	958-745-812	PAY FREQ	2	NRM HR RT	0.0000	WC SC	TERM CD					
201	0	AD-1 12 SUGAR AVENUE		LVL-3	TORO	PAY CODE	6	NRM HRS	0.00	UNION	DT TERM 00000000					
		AD-2 LAC BIENVILLE		LVL-4	OFF	EMP STAT		SALARY	1,234.50	EEO CD	TM C CD ZT					
		AD-3 QUEBEC		LVL-5	2000	CHEQUE CD		EMPL CD R		MEM CD	DT LMNT 20130711					
		A1A 2B2		CHEQUE SEQ		SEX CD	F	EMPL DT	19910101	T4 CD	00000					
		LAST RT/SAL		SHIFT CD		0	CANADA PENSION PLAN				ADJ PER CD					
		DT LST RT/SAL		19940303	GUAR CD	0	RECEIVING CPP N		HM		DISTR CD					
		VAC HRS AVAIL		2,120.00-	GUAR HRS	.00	CUR CPT30 OPT		VAC		ACCR CD					
		SCK HRS AVAIL		0.00	GUAR RT/SAL	.0000	CUR CPT30 SIG		000000	SCK	ACCR CD					
						LST CPT30 OPT			EST		REMN 0					
						LST CPT30 SIG	000000		EST		EXMP EXPEN 0					
RSN	CURRENT			MID		QTD		YTD								
202	REGULAR GROSS			1,234.50		28,393.50		28,393.50			28,393.50					
	OVERTIME GROSS			0.00		0.00		0.00			0.00					
	OTHER EARNINGS GROSS			425.80		973.60		973.60			973.60					
	FEDERAL TAX			154.78		2,731.57		2,731.57			2,731.57					
	CPP			0.00		0.00		0.00			0.00					
	EI			25.24		483.40		483.40			483.40					
	QUEBEC TAX			217.58		3,667.81		3,667.81			3,667.81					
	QPP			77.81		1,355.97		1,355.97			1,355.97					
	QPIP			9.28		107.84		107.84			107.84					
	TOTAL DEDUCTIONS			330.90		7,150.90		7,150.90			7,150.90					
	NET PAY			844.71		13,869.61		13,869.61			13,869.61					
	TIMES PAID					23		23			23					
	WEEKS WORKED					46.0		46.0			46.0					
	TOTAL EI WAGES			1,660.30		29,367.10		29,367.10			29,367.10					
RSN	CURRENT			MID		QTD		YTD								
203	REGULAR HOURS			0.00		0.00		0.00			0.00					
	OVERTIME HOURS			0.00		0.00		0.00			0.00					
	FEDERAL WAGES			1,660.30		29,367.10		29,367.10			29,367.10					
	CPP INS WAGES			0.00		0.00		0.00			0.00					
	EI INS WAGES			1,660.30		29,367.10		29,367.10			29,367.10					
	QPP INS WAGES			1,660.30		29,367.10		29,367.10			29,367.10					
	QM WAGES			1,660.30		29,367.10		29,367.10			29,367.10					
	CURRENT TOT QPP WAGES			1,660.30												
	PRE-PAY CHEQUE NUMBER															
EMPLOYEE LONG NAME																
LAST POPPINS				SUFFIX												
FIRST MARY																
MIDDLE CNDA1020																
RSN	PROV	TM	FTXD AMT	PERSONAL	OTHER	PRESCB	OTHER	OTHER	TAXING OPTIONS:				EMPLR			
			OR PRONT	TAX CRDT	TDL AMT	RSD DED	EXCLUDE	TAX CR	CPP	EI	QPP	QPIP	QM	QHC	EI	
206	FEDERAL	88	4	0	6,456	0	0	0	0	0	1	1	1	1	0	
	PROVINCIAL	88	4	0	5,900	0	0	0	0							
CURRENT				MID		QTD		YTD			BIRTH				LANG	
TOT QPIP WGS				1,660.30		19,291.90		19,291.90			DATE				--- JOB TITLE ---	
QPIP INS WGS				1,660.30		19,291.90		19,291.90			19600101				PREF	
QC TOT EI				1,660.30		19,291.90		19,291.90								
QUEBEC HC				6.78				6.78								

RUN DATE 08-29-2013				SYSTEM TEST ORG CNDA				X		PAGE 12		
L1	L2	EMPL NO		CANADA COMBINED				X				
CN	DA	1020										
RSN	PAY PERD	CURR INSUR	CUR INS	CURR INSUR	CUR INS	PAY PERD	CURR INSUR	CUR INS	CURR INSUR	CUR INS		
207	END DATE	EARNINGS	HOURS	QPIP EARN	QPIP HRS	END DATE	EARNINGS	HOURS	QPIP EARN	QPIP HRS		
	00/00/0000	0.00	0.00	0.00	0.00	00/00/0000	0.00	0.00	0.00	0.00		
	HOSP-INS-NO	PROV-RES				CURRENT	MID	QTD		YTD		
		00	VAC CD	VACATION ACCRU		1,660.30	204,016.65	204,016.65		204,016.65		
				VACATION PRONT		0.00	28,230.53-	28,230.53-		28,230.53-		
RSN	CHK AD-1	EMAIL ADDR FUNNYNAME123456789ABCDEFGHIJKL@YAHOO.COM										
210	CHK AD-2	ESS										
		FORM IND	PAID THRU									
							NAME		SIN			
	BOND ACTIVE 1	PURCHASE 1	CUR DED	50.00	BENEFICIARY						--BOND PURCHASES--	
	1 BG BAL	0.00	PUR PRICE	50.00	CO-OWNER						CUR MID QTD YTD	
	END BAL	0.00	DOE CODE	EA	ALT-OWNER						1 23 23 23	
RSN	CD	MC	PC	TC	TAX-OPT	AMT/PCT	LIMIT	CUR-NT	START DT	STOP DT	CURRENT	QTD
250-								DED-NT			MID	YTD
254	EA	1	A	D	1111111	50.00	0.00	0.00			55.00	1,155.00
								0.00			1,155.00	1,155.00
	K2	1	A	P	1111111	75.00	0.00	0.00			80.00	1,730.00
								0.00			1,730.00	1,730.00
	K3	1	A	P	1111111	80.00	0.00	0.00			80.00	1,840.00
								0.00			1,840.00	1,840.00
	K5	1	A	P	1111111	105.00	0.00	0.00			105.00	2,415.00
								0.00			2,415.00	2,415.00
	4O	1	A	N	11 111	5.10	0.00	0.00			20.25	20.25
								0.00			20.25	20.25
	4P	1	A	N	11 111	5.15	0.00	0.00			5.15	5.15
								0.00			5.15	5.15
	4Q	1	A	N	11 111	5.20	0.00	0.00			5.20	5.20
								0.00			5.20	5.20
	4R	1	A	N	11 111	5.45	0.00	0.00			5.45	5.45
								0.00			5.45	5.45
	5E	1	A	O	11 111	100.10	0.00	0.00			125.35	125.35
								0.00			125.35	125.35
	5F	1	A	O	11 111	100.15	0.00	0.00			100.15	100.15
								0.00			100.15	100.15
	5G	1	A	O	11 111	100.20	0.00	0.00			100.20	100.20
								0.00			100.20	100.20
	5H	1	A	O	11 111	100.45	0.00	0.00			100.45	100.45
								0.00			100.45	100.45
	5Y	1	A	O	1111111	12.45	0.00	0.00			32.47	306.37
								0.00			306.37	306.37
	5Z	1	A	O	1111111	12.45	0.00	0.00			22.46	296.36
								0.00			296.36	296.36
	8A	1	O	O	1111111	0.00	0.00	0.00			0.00	0.00
								0.00			0.00	0.00

RUN DATE 08-29-2013			SYSTEM TEST ORG CNDA			X	PAGE 13	
L1	L2	EMPL NO	CANADA COMBINED			X		
CN	DA	1020						
RSN	TP	CODE	GROSS	FED TAX	QPIP TAX	EI TAX	CPP	QPP
300	4	00088	CUR 1,660.30	154.78	9.28	25.24	0.00	77.81
		MTD	29,367.10	2,731.57	107.84	483.40	0.00	1,355.97
		QTD	29,367.10	2,731.57				
		YTD	29,367.10	2,731.57	107.84	483.40	0.00	1,355.97
			EI INS WGS 29,367.10	CPP INS WAGES 0.00	COMMISSIONS 0.00	RPP DOES 4Q 4P 4O	REG PENSION 36.05	UNION DUES 0.00
			MEDICAL TRAVEL 0.00	OTHER TRAVEL 0.00	ELIG RET ALLOW 0.00	NON ELIG RET 0.00	STOCK OPTION 0.00	CHAR DONAIN 0.00
			INS QPIP WGS 19,291.90	HOUSING 0.00	EMPLOYER AUTO 0.00	LOW/FREE LOANS 0.00	OTH TXBL ALLOW 0.00	PENSION ADJ 0.00
			FINOTE AMT/DOE:	100.20 / 5G 1,730.00 / K2	100.15 / 5F 306.37 / 5Y	5.45 / 4R 296.36 / 5Z	2,415.00 / K5 125.35 / 5E	1,840.00 / K3
RSN	TP	CODE	GROSS	QUEBEC TAX	QPIP TAX	EI TAX	CPP	QPP
301	5	00088	CUR 1,660.30	217.58	9.28	25.24	0.00	77.81
		MTD	29,367.10	3,667.81	107.84	483.40	0.00	1,355.97
		QTD	29,367.10	3,667.81				
		YTD	29,367.10	3,667.81	107.84	483.40	0.00	1,355.97
			QPIP INS WGS 19,291.90	TOT QPP WAGES 28,107.70	COMMISSIONS 0.00	RPP DOES 4Q 4P 4O	REG PENSION 36.05	UNION DUES 0.00
			MEDICAL TRAVEL 0.00	OTHER TRAVEL 0.00	OTHER COMM 0.00	RETIRE ALLOW 0.00	STOCK OPTION 0.00	CHAR DONAIN 0.00
				HOUSING 0.00	EMPLOYER AUTO 0.00	LOW/FREE LOANS 0.00	OTH TXBL ALLOW 0.00	PATRONAGE 0.00
			DEFERRED WAGES 296.36	MULTI-EMP INS 194.32	PRIV HLTH INS 0.00	OTH DOES 5G 5F 5E	OTH INCOME 25.25	JOINT COMM 0.00
			FINOTE AMT/DOE:	1,840.00 / K3	1,730.00 / K2	125.35 / 5E	296.36 / 5Z	306.37 / 5Y
RSN	TP	CODE	PENSION	LUMP BEFORE	LUMP AFTER	ANNUITY	INC AVG ANN	
302	6	00088	0.00	0.00	0.00	0.00	0.00	
			CUR REL TAX 0.00	YTD REL TAX 0.00	CURRENT QM 0.00	YTD QM 0.00	ENTITL DED 0.00	TAX PAID 0.00
			PREM REFND 0.00	PRE-DEATH 0.00	EXCESS CONT 0.00	PLAN REVCIN 0.00	INEL INVEST 0.00	OTH INC/DED 0.00
			FINOTE AMT/DOE:					

RUN DATE 08-29-2013			SYSTEM TEST ORG CNDA			X	PAGE 14		
L1	L2	EMPL NO	CANADA COMBINED			X			
CN	DA	1020							
RSN	TP	CODE	PENSION	LUMP BEFORE	LUMP AFTER	ANNUITY	INC AVG ANN		
303	7	00000	0.00	0.00	0.00	0.00	0.00		
			CUR FED TAX	YTD FED TAX	ELG RET	NON ELG RET	CHAR DONAT		
			0.00	0.00	0.00	0.00	0.00		
			T4A COMM	T4A PATRON	OTH INCOME	TRN END RET	PENSN ADJ	PAST SERV	
			0.00	0.00	0.00	0.00	0.00	0.00	
FINOTE AMT/DOE:									
RSN	PAY PERD	TOTAL EI	TOTAL EI	PAY PERD	TOTAL EI	TOTAL EI	PAY PERD	TOTAL EI	TOTAL EI
390-	END DATE	WAGES	HOURS	END DATE	WAGES	HOURS	END DATE	WAGES	HOURS
393									
	07/30/2013	1,660.30	0.00	02/28/2001	1,259.40	0.00	00/00/0000	0.00	0.00
	12/31/2012	8,815.80	* 0.00	01/31/2001	1,259.40	0.00	00/00/0000	0.00	0.00
	08/09/2011	1,259.40	0.00	08/31/1999	2,518.80	* 0.00	00/00/0000	0.00	0.00
	12/31/2007	1,259.40	0.00	03/25/1999	1,259.40	0.00	00/00/0000	0.00	0.00
	09/27/2006	1,259.40	0.00	03/15/1999	1,259.40	0.00	00/00/0000	0.00	0.00
	01/31/2006	5,037.60	* 0.00	09/30/1998	31,100.07	80.00	00/00/0000	0.00	0.00
	04/30/2005	10,075.20	* 0.00	04/11/1998	1,547.29	* 80.00	00/00/0000	0.00	0.00
	02/09/2004	1,259.40	0.00	03/28/1998	1,547.30	* 80.00	00/00/0000	0.00	0.00
	01/24/2004	2,518.80	* 0.00	03/15/1998	99.99	0.42	00/00/0000	0.00	0.00
	10/24/2003	4,518.80	* 80.00	03/14/1998	1,547.29	* 80.00	00/00/0000	0.00	0.00
	08/01/2003	2,518.80	* 0.00	02/28/1998	1,636.17	* 80.42	00/00/0000	0.00	0.00
	02/03/2003	1,259.40	0.00	02/14/1998	1,547.30	* 80.00	00/00/0000	0.00	0.00
	01/21/2003	13,853.40	* 0.00	01/31/1998	1,547.29	* 80.00	00/00/0000	0.00	0.00
	12/21/2002	3,778.20	* 0.00	01/17/1998	1,547.30	* 80.00	00/00/0000	0.00	0.00
	12/20/2002	1,259.40	0.00	01/03/1998	1,547.29	* 80.00	00/00/0000	0.00	0.00
	05/31/2001	56,673.00	* 0.00	02/27/1997	29,865.57	80.00	00/00/0000	0.00	0.00
	05/25/2001	1,259.40	8.00	08/17/1996	27,851.29	* 440.00	00/00/0000	0.00	0.00
	05/10/2001	28,966.20	* 0.00	00/00/0000	0.00	0.00			
			FIRST EI DAY WORKED	LAST EI DAY PAID					
			1985/04/02	0000/00/00					

Generated By

PLR950

Printed By

PPR950

Sequence

Employee Master File sequence:

1. Level 1-level 2
2. Employee number.

Control Transactions

C1, C2, T00-001, or A*

Purpose

Prints all information, by employee, from either the Employee Master File or the Payroll Reporting Detail file.

Explanation

You can print the entire file or selected records from either the Employee Master File or the Payroll Reporting Detail file. Then, each selected employee record is printed on as many pages as necessary to print all of the employee's existing segments. For the Payroll Reporting Detail file, there may be multiple record sets of information printed per employee. A new page is started for each employee. The trailer information, if printed, is on the final page.

Segments 300 through 319 contain federal and provincial wage and tax information. The type code for the segment indicates whether the information is for a T4 (type **4**), Relevé 1 (type **5**), Relevé 2 (type **6**), or T4A (type **7**).

Certain fields on these segments are tied to a DOE number stored in the record and printed on this report.

Canadian Master File Audit (PRR900)

HRMS EMPLOYEE MASTER FILE AUDIT						PRR900	CANADA ASSOCIATES, INC										L1 AX		PAGE 3													
							A DIVISION OF CAA (AX01)										L2 01		RUN DATE 10/13/2010													
							EARNINGS DOE ATTRIBUTES AND TM-T4 TIES																									
DOE	DOE					SEG																										
NUM	DESCRIPTION	TAX	TAX	QPP	TAX	TYP	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
F1	GRP 2 FNOTE	1	2	1	1	N/A																										
F2	GRP 2 FNOTE	1	2	1	1	N/A																										
F3	GRP 2 FNOTE	1	2	1	1	N/A																										
F4	GRP 2 FNOTE	1	2	1	1	N/A																										
F5	GRP 2 FNOTE	1	2	1	1	N/A																										
F6	GRP 2 FNOTE	1	2	1	1	N/A																										
OC	RL1 OTH COMM	1	1	1	1	4/5																								*		
OI	RL1 OTH INCOME	1	1	1	1	4/5								*																		
OP	RL1 OTH PATRON	1	1	1	1	4/5																							*			
OR	RL1 OTH RET AL	1	1	1	1	4/5						*																				
PH	PRIVATE HEALTH	1	1	1	1	4/5										*																
UV	EMP DOE	1	1	1	1	N/A																										
01	STAT. HOLIDAY	1	1	1	1	N/A																										
02	SICK PAY	1	1	1	1	6/7	*																									
03	VACAT'N PAY	1	1	1	1	4/5																										
04	ABSENTE PAY	1	1	1	1	N/A																										
06	RETRO PAY	1	1	1	1	N/A																										
07	COMMISS PLAN A	1	1	1	1	4/5						*																				
08	COMMISS PLAN B	1	1	1	1	4/5						*																				
09	JURY DUTY	1	1	1	1	N/A																										
10	AWARD PAY	1	1	1	1	N/A																										
11	RELOCAT PAY	2	3	1	1	4/5						*																				
12	BEREAVE PAY	3	2	1	1	N/A																										
13	GRANT PAY	1	2	0	1	4/5								*																		
14	ADVANCE PAY	1	1	1	1	N/A																										
15	LUMP BEFORE	1	1	1	1	6/7		*																								
16	LUMP AFTER	1	1	1	1	6/7											*															
17	VACAT'NADVANCE	1	1	1	1	N/A																										
18	PERSONL LEAVE	1	1	1	1	N/A																										
19	NON TAXALLOW	0	0	0	0	4/5		*																						*		
20	TERM PAY	6	7	0	0	4/5																								*		
21	SPECIAL PAY	1	1	1	1	4-7					*																			*		
22	NON TAXALLOW	0	0	0	0	4/5		*																								
23	SUPER ANNUAT	1	1	1	1	6/7																			*							
24	TAXABLEBENEFIT	1	1	1	1	N/A																										
25	TAXABLEBENEFIT	0	1	1	1	N/A																										
26	PATRON PAYMENT	1	1	1	1	4-7																*								*		
27	PATRON PAYMENT	1	1	1	1	4-7																*								*		
28	INCENT. PAY	3	3	1	1	N/A																										
29	ELIG RET ALLOW	1	1	1	1	4/5						*																				
30	NOEL RET ALLOW	1	1	1	1	4/5						*									*											
31	SPECIALCOMMISS	1	1	1	1	N/A																										
32	INC AVGANNUITY	1	1	1	1	6/7										*																
33	REGULARANNUITY	1	1	1	1	6/7	*									*																
34	HOLIDAY PAY 1	1	1	1	1	6/7																*										
35	OTHER INCOME	1	1	1	1	4-7							*									*										
36	HOLIDAY PAY 2	4	5	1	1	N/A								*																		
37	HOLIDAY PAY 3	5	4	1	1	6/7																								*		
38	EXTRA INCOME	1	1	1	1	4-7								*																*		

HRMS EMPLOYEE MASTER FILE AUDIT			PPR900	CANADA ASSOCIATES, INC A DIVISION OF CAA (AX01)		L1 AX L2 01	PAGE 21 RUN DATE 10/13/2010
L3	L4	L5	EMPL NO	ACCUMULATION 1		ACCUMULATION 2	DIFFERENCE
EMPLOYEE NAME							
4000	4001	3100	72	250-DOE EARNINGS	412.64	202-TOTAL OTHER EARNINGS	603.20
NICHOLLS, LISA M				202-TOTAL GROSS	2203.20	300-TOTAL T4/T4A GROSS	233.13
				202-CPP TAX	68.82	300-TOTAL T4 CPP TAX	0.00
				202-EI TAX	41.20	300-TOTAL T4 EI TAX	0.00
				203-CPP WAGES	2203.20	300-TOTAL T4 CPP WAGES	0.00
				203-EI INSURABLE WAGES	2203.20	300-TOTAL T4 INS EI WGS	0.00
				250-DOE UNION DUES	147.06	300-TOTAL T4 UNION DUES	0.00
				250-DOE ANNUITY	167.08	300-T4A ANNUITY	164.09
				203-EI INS WAGES	2203.20	202-TOT EI WAGES TO MAX	1101.60
2300	3100	4000	75	250-DOE EARNINGS	1185.92	202-TOTAL OTHER EARNINGS	268.54
DAVIDSON, PAT				202-TOTAL GROSS	3268.54	300-TOTAL T4/T4A GROSS	474.22
				202-CPP TAX	106.37	300-TOTAL T4 CPP TAX	0.00
				202-EI TAX	53.19	300-TOTAL T4 EI TAX	0.00
				203-CPP WAGES	3268.54	300-TOTAL T4 CPP WAGES	0.00
				203-EI INSURABLE WAGES	2844.27	300-TOTAL T4 INS EI WGS	0.00
				250-DOE CHARITY	126.80	300-TOTAL T4 CHARITY	0.00
				250-DOE ELIG RET ALLOW	654.11	300-TOT T4 ELIG RET ALLW	292.71
				250-DOE NOELIG RET ALLOW	436.09	300-TOT T4 NOEL RET ALLW	181.51
				203-EI INS WAGES	2844.27	202-TOT EI WAGES TO MAX	1634.27
0001			87	202-TOTAL GROSS	1323.16	300-TOTAL T4/T4A GROSS	0.00
ANTHONY, GERALD				202-EI TAX	20.24	300-TOTAL T4 EI TAX	0.00
				202-PROVINCIAL TAX	80.28	300-TOTAL REL 1,2 PR TAX	39.98
				202-QPP TAX	37.79	300-TOTAL T4 QPP TAX	0.00
				203-EI INSURABLE WAGES	1323.16	300-TOTAL T4 INS EI WGS	0.00
				203-QPP WAGES	1323.16	300-REL 1 QPP WAGES	0.00
				250-DOE RPP	147.28	300-TOTAL T4 RPP	0.00
				250-DOE CHARITY	9.42	300-TOTAL T4 CHARITY	0.00
				206-TOT QPIP WAGES	661.58	395-TOTAL QPIP WAGES	0.00
				250-DOE NOELIG RET ALLOW	38.88	300-TOT T4 NOEL RET ALLW	0.00
				250-REL 1 RETIRE ALLOW	38.88	300-REL 1 RETIRE ALLOW	19.44
				300-REL 1 RETIRE ALLOW	19.44	300-QC T4 RETIRE ALLOW	0.00
				202-QPIP TAX	2.75	300-QC T4 QPIP TAX	0.00
				206-QPIP INSURABLE WAGES	661.58	300-QC T4 INS QPIP WAGES	0.00
				203-EI INS WAGES	1323.16	202-TOT EI WAGES TO MAX	661.58

Generated By

PPR900

Printed By

PPR900

Sequence

1. Level 1-level 2
2. Employee Number.

Control Transactions

AU

The AU transaction allows for specific level 1-level 2s or all level 2s within a specific level 1.

Purpose

Aid in maintaining accuracy of the dollar amounts in the Employee Master File. This is accomplished by comparing employee amounts that should be equal and providing a report by employee of all the out-of-balance conditions.

Audit totals are provided by level 2 and level 1.

Explanation

This program performs balance tests on those employee fields that logically should be equal. Amounts are derived from the 202, 203, 250-267, and 300 through 319 segments. For example, the amounts associated with all the employee's Registered Pension Plan DOEs in the 250 through 267 segments should equal the accumulation of the RPP amounts from all of the employee's T4 tax segments. If these amounts are not equal, the report shows an out-of-balance message for the employee. These messages would appear as:

250 - DOE RPP \$xxx.xx 300 Total T4 RPP \$yyy.yy \$zzz.zz,
where **\$zzz.zz** represents the difference between amounts **\$xxx.xx** and **\$yyy.yy**.

A comprehensive explanation of the Canadian Master File Audit and a complete list of balance tests can be found in the *User Guide*.

This report should be produced before producing T4/T4A/Relevé slips and XML files.

Record of Employment (PCR4202)

Samples of Government provided report forms are no longer provided in HCM:E documentation.

Generated By

PPC420

Printed By

PPC420, PLR401

Sequence

1. Level 1-level 2
2. Employee Number.

Control Transactions

E0-E1

Purpose

Fulfills Canadian Employment and Immigration reporting requirements.

Explanation

The Record of Employment Form (ROE) is explained in the How to Complete the Record of Employment booklet issued by Employment and Immigration Canada. The Human Resources ROE subsystem gathers data from three sources to complete the Record of Employment. They are the HRMS Tables file, Employee Master file produced by Payroll Compute, and the ROE Transaction file.

Special Considerations

ROE form INS 2106 (01-97) is formatted six or eight lines per inch. See the E0 transaction in the Transaction Descriptions.

Item 17 (Additional Monies Paid or Payable on or after Termination) has two sources for data.

Generally, the HRMS Table file record provides the keys for examining current EI-insurable DOEs and reporting them on the ROE. The Employee Master File is the source and any additional monies are not added to Item 15 entry number 1 because the system would have already included these monies.

The second source for additional monies is fields available in the Individual Employee Request (E3/E4/E5/E6 transaction). These fields are used for additional monies that are not reflected in the current Employee Master File records.

Data Item	Source	Field	Segment
Block 1	Form serial number	Pre-printed	
Block 2	Serial number of ROE amended or replaced	ROE Transaction E3 (Manual) E3 (Internal) E3 (Mass Request) Note: New on Manual E3 indicates a new reissue within the last 52 weeks - field is blank or ROE	32-40 N/A N/A
Block 3	For Employer's Use	Employee Master File employee number	201
Block 4	Employer's Name	Employee Master File	101
Block 5	CRA Payroll Account Number	HRMS Tables File record TMTUU (0-9)	26-40
Block 6	Pay period type	Internal Process Key from Pay Frequency in Employee Master File	78 201
Block 7	Postal code	Employee Master File	101

(continued)

Data Item		Source	Field	Segment
Block 8	Employee Social Insurance Number	Employee Master File		201
Block 9	Employee Name and Address	Employee Master File		201
Block 10	First Day Worked	Employee Master File		390
Block 11	Last Day for Which Paid	Employee Master File		390
Block 12	Final Pay Period Ending Date	ROE Transaction E3 Manual E2	48-53 22-27	
Block 13	Occupation	Employee Master File	203	
Block 14	Expected Date of Recall	ROE Transaction E3 Manual E2 E1 Default	26-31 28-33	
Block 15A	Total Insurable Hours according to chart on reverse of ROE form	Employee Master File and possibly ROE Transaction-E4 Any additional hours can only come from ROE Transaction (See Block 17)	71-75	390-393
Block 15B	Total Insurable Earnings according to chart on reverse of ROE form The maximum amount that will print is 999,999,999.99	Employee Master File and possibly ROE Transaction-E4	65-70	390-393
Block 15C	Insurable Earnings Detail by Pay Period if there has been a pay period with no Insurable Earnings The First Entry	Employee Master File - or ROE Transaction - E4	65-70	390-393

(continued)

Data Item		Source	Field	Segment
Block 16	Reason for Issue	ROE Transaction		
		E3	17-19	
		E2	19-21	
Reason Codes				
A00 - Shortage of work/End of contract or season		G07 - Retirement/Approved workforce reduction		
A01 - Employer bankruptcy or receivership		H00 - Work Sharing		
B00 - Strike or lockout		J00 - Apprentice training		
D00 - Illness or injury		K12 - Other/Change of payroll frequency		
E00 - Quit		K13 - Other/Change of ownership		
E02 - Quit/Follow spouse		K14 - Other/Requested by Employment Insurance		
E03 - Quit/Return to school		K16 - Other/At the employee's request		
E04 - Quit/Health reasons		K17 - Other/Change of Service Provider		
E05 - Quit/Voluntary retirement		M00 - Dismissal		
E06 - Quit/Take another job		M08 - Dismissal/Terminated with probationary period		
E09 - Quit/Employer relocation		N00 - Leave of absence		
E10 - Quit/Care for a dependent		P00 - Parental		
E11 - Quit/To become self-employed		Z00 - Compassionate Care/Family Caregiver		
F00 - Maternity				
G00 - Mandatory retirement				
Or			11-36	
1-9 HRMS Tables File record				
TMROR(1-9)				
Further information contact name and phone number		HRMS Tables File record	48-79	
		TMROEA		

(continued)

Data Item	Source	Field	Segment
Block 17 Additional monies paid or payable on or after termination of employment	ROE Transaction - E3 & E4 & E5 & E6 or Employee Master File		
Block A - Vacation Pay	ROE Transaction - E6 or Employee Master File DOEs as defined in HRMS Tables File record TMROEV	17-42	
Block B - Statutory holiday after termination	ROE Transaction E4 and HRMS Tables File record TMROH(1-5) or DOE-001 (French Description) or Employee Master File DOEs as defined in HRMS Tables File record TMROHn(1-5) or DOE-001 (French Description) The maximum amount that will print is 999,999,999.99	17-55 311-79	250-279
Block C - Other monies	ROE Transaction E5 and HRMS Tables File record TMROT(1-5) or DOE-001 (French Description) or	17-79	
Payments that count as earnings and are to be entered in Block C	Employee Master File DOEs as defined in HRMS Tables File record TMROT(1-5) or DOE-001 (French Description) ROE Transaction E4		250-279
Payments that do not count as earnings and are not to be entered in Block C, but the payment is considered EI insurable by CEIC		56-61	

(continued)

Data Item	Source	Field	Segment
Block 18	Comments Explanation for Reason Code 1-9	HRMS Tables File record TMROR (1-9)	11-36
Block 19	Special payments after the date in Block 11	ROE Transaction E3 (Manual entry)	54-70
		E2 (Mass Request)	N/A
Block 20	Communication Preference	ROE Transaction E1	79
Block 21	Telephone number of issuer	HRMS Tables File record TMROEA	33-47
Block 22	Name of issuer Date of issue	HRMS Tables File record TMROEA ROE Transaction E1	11-32 7-12

ROE Edit Report from PPC410

PCR410								EDIT REPORT FROM PPC410								PAGE 001									
								RECORD OF EMPLOYMENT TRANSACTIONS								DATE 08/28/2015									
1	2	3	4	5	6	7	8	EDIT																	
1234567890123456789012345678901234567890123456789012345678901234567890								MESSAGE																	
E01508282**								8	INFORMATIONAL MSG																
								I 09-09 ROE FORM WILL BE PRODUCED																	
								I 10-10 ROE BULK TRANSFER FILE WILL BE PRODUCED																	
								I 11-11 ROE REGISTER WILL BE DETAIL																	
								I 12-12 ALL ROES WILL BE MARKED AS DRAFT																	
								I 17-17 THIS RUN WILL BE EDIT AND PROCESS																	
A*								EM																	
E1AX01130407								120402120402120415120430F																	
E2AX01*								A01120402120915																	
E1CA01131019								131015131015131015130930E																	
E3CA01								3E06131015140201W08291999	F	INFORMATIONAL MSG															
								I 41-46 EI PREMIUMS PAYABLE DATE BLNK - ASSUME LAST DAY																	
								I 48-53 LAST PAY PERIOD END DATE BLANK - ASSUME EI DATE																	
E3CA01								1001 131015140301	141021014 025000X	INFORMATIONAL MSG															
								I 41-46 EI PREMIUMS PAYABLE DATE BLNK - ASSUME LAST DAY																	
								I 48-53 LAST PAY PERIOD END DATE BLANK - ASSUME EI DATE																	
E3CA01								150Z00131015140401	INFORMATIONAL MSG																
								I 41-46 EI PREMIUMS PAYABLE DATE BLNK - ASSUME LAST DAY																	
								I 48-53 LAST PAY PERIOD END DATE BLANK - ASSUME EI DATE																	
E5CA01								1500123450 *G00	0022500 *H00																
E6CA01								150320141126	09900001*	WARNING ERROR W															
								W 26-33 VACATN PAY END DT INV/NOT NUMERIC - ASSUME BLNK																	
E3CA01								1802 131015	T	INFORMATIONAL MSG															
								I 41-46 EI PREMIUMS PAYABLE DATE BLNK - ASSUME LAST DAY																	
								I 48-53 LAST PAY PERIOD END DATE BLANK - ASSUME EI DATE																	
E4CA01								180025000*131128*057550 131225	01230000800																
*** NUMBER OF CRITICAL ERRORS - 0																									
TRANSACTIONS IN - 12																									
TRANSACTIONS DROPPED - 0																									
REFORM RCRDS OUT - 8																									
*** END OF REPORT ***																									

ROE Edit Report from Processor - PPC420

PCR420					ROE EDIT REPORT FROM PROCESSOR - PPC420										PAGE 001	
					EXCEPTION MESSAGES PROCESS/VALIDATE										RUN DATE 08/28/2015	
SOURCE	L1L2	LVL3	LVL4	LVL5	EMPL NUM	EMPL NAME	REASON	REPL NUM	UIC DT	LAST D	ISSUE	ADD PAY WEEKS	RC			
*****	****	****	****	****	*****	*****	*****	*****	*****	*****	*****	*****	*****			
M/R E2	AX01	ABCD	ABCD	ABCD	0	SMITH, S										
* WARNING * EMPLOYEE STATUS IS TERMINATED - ROE WILL BE ATTEMPTED																
M/R E2	AX01	2100	3100	4000	8	ASHEY, M	A01		20120402	20120402	20130407					
** NO ROE ** NO EMPLOYMENT INSURANCE DATA AND NO E4 TRANSACTION SUPPLIED																
M/R E2	AX01	2200	3100	4100	9	DAVIS, D	A01		20120402	20120402	20130407					
** NO ROE ** NO EMPLOYMENT INSURANCE DATA AND NO E4 TRANSACTION SUPPLIED																
M/R E2	AX01	200	RJT1	6000	34	NEW BRUNS	A01		20120402	20120402	20130407					
** NO ROE ** NO EMPLOYMENT INSURANCE DATA AND NO E4 TRANSACTION SUPPLIED																
M/R E2	AX01	200	RJT1	5000	38	YUKON, C	A01		20120402	20120402	20130407					
** NO ROE ** NO EMPLOYMENT INSURANCE DATA AND NO E4 TRANSACTION SUPPLIED																
M/R E2	AX01	100	ACCT	2000	44	NEWFOUNDL	A01		20120402	20120402	20130407					
** NO ROE ** NO EMPLOYMENT INSURANCE DATA AND NO E4 TRANSACTION SUPPLIED																
M/R E2	AX01	200	RJT1	5000	45	NW TERR,	A01		20120402	20120402	20130407					
** NO ROE ** NO EMPLOYMENT INSURANCE DATA AND NO E4 TRANSACTION SUPPLIED																
M/R E2	AX01	200	RJT2	8000	47	QUEBEC,	A01		20120402	20120402	20130407					
** NO ROE ** NO EMPLOYMENT INSURANCE DATA AND NO E4 TRANSACTION SUPPLIED																
M/R E2	AX01	100	ACCT	2000	49	NEW BRUNS	A01		20120402	20120402	20130407					
** NO ROE ** NO EMPLOYMENT INSURANCE DATA AND NO E4 TRANSACTION SUPPLIED																
M/R E2	AX01	2100	3100	4000	71	ASHEY, M	A01		20120402	20120402	20130407					
** NO ROE ** NO EMPLOYMENT INSURANCE DATA AND NO E4 TRANSACTION SUPPLIED																
M/R E2	AX01	2200	3100	4100	74	BEEMER,	A01		20120402	20120402	20130407					
** NO ROE ** NO EMPLOYMENT INSURANCE DATA AND NO E4 TRANSACTION SUPPLIED																
M/R E2	AX01	MONT	GL	SUP	83	QUEBEC,	A01		20120402	20120402	20130407					
** NO ROE ** TOTAL INSURABLE HOURS MUST BE GREATER THAN 0																
M/R E2	AX01	MTL	H R	SUP	88	BRYANT,	A01		20120402	20120402	20130407					
** NO ROE ** NO EMPLOYMENT INSURANCE DATA AND NO E4 TRANSACTION SUPPLIED																
M/R E2	AX01	100	BUDG	3000	112	ONTARIO,	A01		20120402	20120402	20130407					
** NO ROE ** NO EMPLOYMENT INSURANCE DATA AND NO E4 TRANSACTION SUPPLIED																
* WARNING - VACATION DOE(S) NOT FOUND ON HRMS TABLES FILE. RECORD KEY (L1,L2,TRANS CODE) = CA01TMR0EV																
MAN E3	CA01	2300	3100	4000	180	DAVIDSON, 2			20131015	20131015	20131019	012300	00800			
** ADDITIONAL E I WAGES ENTERED UNNECESSARILY																

Generated By

PPC420

Printed By

PPC420, PLR401

Sequence

1. Level 1-level 2
2. Employee Number.

Control Transactions

None

Purpose

Prints exceptional conditions encountered while processing requests for ROEs.

Explanation

The data appearing on the report is formatted by the system. This data can come from the transaction or the Employee Master File or a combination of both. The column headed SOURCE indicates the source of the ROE request. The source of the ROE is indicated by these codes:

Code	Description
M/R E2	Mass Request, E2 record
MAN E3	Individual employee request E3 record entered manually
INT E3	Internal individual employee request, E3 record, automatically generated by the Update Master file (PLP600) as a result of an RG transaction with a valid termination code/issue reason and a valid termination date

The exception messages specify the problems encountered during processing.

Duplicate requests for a previously issued ROE are noted along with the historical record which was matched.

ROE Record Register (PCR4203)

Summary ROE Register

PCR4203					ROE RECORD REGISTER					PAGE 001		
					LISTING OF ALL RECORDS OF EMPLOYMENT PRINTED					DATE 08/28/2015		
L1	L2	LVL3	LVL4	LVL5	EMPL NUM	EMPLOYEE NAME	SIN	ISSUE DATE	REASON	SOURCE	REPLACED	FLG
AX	01	ABCE	ABCE	ABCE	1	SMYTH, ALICE	621741784	07/04/2013	A01	M/R	E2	
AX	01	ABCD	ABCD	ABCD	2	JENSEN, SUSAN	632447894	07/04/2013	A01	M/R	E2	
AX	01	ABCE	ABCE	ABCE	3	SIMPSON, CAROL	621741784	07/04/2013	A01	M/R	E2	
AX	01	2100	3100	4100	4	BROWN, PATRICIA	990000028	07/04/2013	A01	M/R	E2	
AX	01	2100	3100	4100	5	ANDRETTI, MARIO A	424381135	07/04/2013	A01	M/R	E2	
AX	01	2100	3100	4000	7	SMITH, JOHN B	498260348	07/04/2013	A01	M/R	E2	
AX	01	4000	4001	3100	10	NICHOLLS, LISA M	402349286	07/04/2013	A01	M/R	E2	
AX	01	4000	3100	3000	11	MURRAY, JOHN B	259624103	07/04/2013	A01	M/R	E2	
AX	01	2300	3100	4000	13	DAVIDSON, PAT	797321495	07/04/2013	A01	M/R	E2	
AX	01	2200	3100	4100	14	CROSSFIELD, M A	444999888	07/04/2013	A01	M/R	E2	
AX	01	3000	3100	4100	15	LARKIN, A G	479623456	07/04/2013	A01	M/R	E2	
AX	01	8100	8100	8100	16	TAYLOR, LINDA	444555668	07/04/2013	A01	M/R	E2	
AX	01	2100	3100	4100	22	ADELMAN, DONALD P	465168326	07/04/2013	A01	M/R	E2	
AX	01	2000	2300	4300	30	ALBERTA, JOAN R.	621591825	07/04/2013	A01	M/R	E2	
CA	01	ABCD	ABCD	ABCD	3	JENSEN, SUSAN	990100026	19/10/2013	E06	MAN	E3	W08291999
CA	01	2100	3100	4100	100	BROWN, PATRICIA	990101016	19/10/2013	1	MAN	E3	
CA	01	4000	4001	3100	150	NICHOLLS, LISA M	990101032	19/10/2013	Z00	MAN	E3	
CA	01	2300	3100	4000	180	DAVIDSON, PAT	990102071	19/10/2013	2	MAN	E3	

Detail ROE Register

4-EMPLOYER NAME: CANADA ASSOCIATES, INC	3-EMPLOYER'S PAYROLL NO: CA01 150
	5-CCRA PRLL ACT NUMBER: 111111118RP5670
9-EMPLOYEE'S NAME AND ADDRESS:	6-PAY PERIOD TYPE: B
LISA M NICHOLLS	8-SOCIAL INSURANCE NO: 990101032
123 WELLESLEY ST E #501	10-FIRST DAY WORKED: 01/04/1985
TORONTO	11-LAST DAY PAID: 15/10/2013
ONTARIO MSC 4C8	12-FINAL PAY PERIOD END: 15/10/2013
13-OCCUPATION: SERVICE REP	14-EXPECTED DATE OF RECALL: 01/04/2014
15A-TOTAL INSURABLE HOURS: 80	16-REASON FOR ISSUING THIS ROE: Z00
15B-TOTAL INSURABLE EARNINGS: 101385.51	CONTACT: JAMES HAYWARD
15C-INSURABLE EARNINGS BY PAY PERIOD:	TEL/EXT: 404 319-8278
1: 1678.02 2: 1678.03 3: 1678.04	17A-VACATION PAY:
4: 1678.05 5: 1678.06 6: 1678.07	3 99000.01
7: 1678.08 8: 1678.09 9: 1678.10	
10: 1678.11 11: 1678.12 12: 1678.13	17C-OTHER MONIES:
13: 1678.14 14: 1678.15 15: 1678.16	G00 1234.50
	H00 225.00
20-COMMUNICATION LANGUAGE: ENGLISH PRINT LANGUAGE: ENGLISH ROE PROCESSING METHOD: DRAFT	

Generated By

PPC420

Printed By

PPC420

Sequence

1. Level 1-level 2
2. Employee Number.

Control Transactions

None

Purpose

Prints exceptional conditions encountered while processing requests for ROEs.

Explanation

The data appearing on the report is formatted by the system. This data can come from the transaction or the Employee Master File or a combination both. The column headed SOURCE indicates the source of the ROE request. The source of the ROE is indicated by the following codes:

Code	Description
M/R E2	Mass Request, E2 record
MAN E3	Individual employee request E3 record entered manually
INT E3	Internal individual employee request, E3 record, automatically generated by the Update Master file (PLP600) as a result of an RG transaction with a valid termination code/issue reason and a valid termination date

Regulatory Report Print - XML/CSV Formatting (PR6000)

```
PR6000 - REGULATORY REPORT PRINT - XML/CSV FORMATTING

BEGIN  PL6000 1.4          10/22/2013 AT 10:58:02.92

REPORT  REPORT
NUM     SUBKEY---      ---MASK---  SOURCE
600     00100          $$ROEXML   080 CHAR FILE

RECORDS INPUT  00000000151
RECORDS SKIPPED 00000000000

DATA BLOCKS OUT 00000000088

END PL6000          10/22/2013 AT 10:58:03.42
```

Generated By

PPC420

Printed By

PP6000

Sequence

Not applicable

Control Transactions

\$\$ID=ROEXML

Purpose

This is a summary and audit report about the generation of the Canadian ROE Web file in XML format.

Explanation

This report shows whether the ROE Web file was successfully generated and displays error messages if appropriate. The report also shows the date and time the file was generated and statistics about the number of input records processed and output records written to the ROE Web file.

7 Information Expert Reports

Chapter Contents

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Introduction

The reports in this chapter are Information Expert reports.

Awards Report

AWARDS REPORT		L1 - AL SYSTEM TEST ORG ALWA		X	PAGE 1
**** CONFIDENTIAL ****		L2 - WA US COMBINED, W2/1099R, BENEFIT			DATE : 11/04/1997
-	YEARS OF SERVICE	GENDER	EMPLOYEE NAME	AWARD	
	-----	-----	-----	-----	
	5	FEMALE	SANDY ALWA2382 ARCHER	CLOCK	
		FEMALE	DOROTHY B. ALWA2100 ATKINS	CLOCK	
		FEMALE	LINDA ALWA2380 BRITTON	CLOCK	
		FEMALE	MEGAN ALWA2332 CRAMBLETT	CLOCK	
		FEMALE	ASHLEY ALWA2374 CROWLEY	CLOCK	
		FEMALE	HOPE ALWA2334 CUNNINGHAM	CLOCK	
		FEMALE	NANCY ALWA2116 GREGORY	CLOCK	
		FEMALE	SHIRLEY ALWA2422 HORNBUCKLE	CLOCK	
		FEMALE	SARAH-FRANCES ALWA2120 IVEY	CLOCK	
		FEMALE	CLARICE ALWA2508 JERRELL	CLOCK	
		FEMALE	BETTY LOUISEALWA2128 KARLAND	CLOCK	
		FEMALE	LYNETTA ALWA2504 KEENER	CLOCK	
		FEMALE	MARY FRANCISALWA2346 KELLOGG	CLOCK	
		FEMALE	LINDA ALWA2338 MACKEY	CLOCK	
		FEMALE	CAROLYN ALWA2148 MILLS-LINK	CLOCK	
		FEMALE	ELIZABETH ALWA2138 MILLS	CLOCK	
		FEMALE	ROSAYNE ALWA2146 MILLS	CLOCK	
		FEMALE	ANNIE T.ALWA2144 MISSISSIPPI	CLOCK	
		FEMALE	SUSIE ALWA2344 MORRIS	CLOCK	
		FEMALE	MINNIE ALWA2164 NELSON	CLOCK	
		FEMALE	ANGELA ALWA2494 ORTIZ	CLOCK	
		MALE	MURRAY ALWA2492 SELLINER	CLOCK	
		MALE	ALFRED ALWA2412 TINER	CLOCK	

Purpose

Provides employee listing for awards presentations. Listing is based on years of service and the type of award to be given.

Dataframe

HRPERS

Report Series

HR-AWARDS-REPORT

Report

HRAWARDS

Sort

EMP-LEVEL-1
EMP-LEVEL-2
EMP-SERV-YEARS
EMP-SEX-CODE
EMP-NAME-LAST-NAME-FIRST

Explanation

This report has two calculations for length of service:

1. Calculates number of days.
2. Calculation to convert days into number of years of service.

The EXPAND command is used to translate the value for EMP-SEX-CODE into a description for printing.

EXPAND EMP-SEX-CODE INTO EMP-GENDER

Birthday List

BIRTHDAY LIST	L1 - AL SYSTEM TEST ORG ALWA		X	PAGE 1
-	L2 - WA US COMBINED, W2/1099R, BENEFIT			DATE: 11/04/1997
MONTH	DAY	EMPLOYEE NAME		
01	01	BETTY LOUISE	ALWA2128	KARLAND
	02	SARAH-FRANCES	ALWA2120	IVEY
		A. J. H.	ALWA2130	LOVETT
	05	ASHLEY	ALWA2374	CROWLEY
		JERRY	ALWA2424	MARTIN
		MARY	ALWA2170	ORLAND
	10	PERCY	ALWA2290	ZEBRAS
	11	LINDA	ALWA2380	BRITTON
		ROBERT	ALWA2386	ROOT
	15	BARBARA	ALWA2472	PARUCH
	20	ELEANOR	ALWA2326	JAMES
		GERALDINE	ALWA2444	RIoux
	21	MICHAEL	ALWA2096	ATKINS
	22	DAVID	ALWA2254	HAYNES
	24	CYNTHIA	ALWA2470	HUDD
02	01	MARTHA	ALWA2272	ABBEYS
		ANDREW	ALWA2218	ALDOUFOLIS
		DOROTHY B.	ALWA2100	ATKINS
		JOSEPH R.	ALWA2098	ATKINS
		MARY	ALWA2224	CARLOS
		DORTHY	ALWA2242	CHILDRES
		BOYD	ALWA2520	SLATONS
		MILFORD	ALWA2304	TINER
		MARCUS	ALWA2222	WALDEN
		LEWIS JR.	ALWA2408	WARD
		JOHN	ALWA2294	WAYMAN
	06	FREDERICK	ALWA2376	GILLESPIE
		MARTIN	ALWA2172	PERRY
	17	PAT	ALWA2298	FOREIGN-EMPLOYEE
	18	JOHNNY	ALWA2188	WARE
		ROBERT	ALWA2396	WINKLER
03	21	MAUREEN	ALWA2328	BUSHART
	22	JOHNNY	ALWA2426	PAVLOCK
	25	ALICE	ALWA2360	KENTON
		CAROLYN	ALWA2148	MILLS-LINK
	30	FRANCES	ALWA1234	RUSSEL
03	02	MARY-LOUISE	ALWA2102	ATKINS
		ANDREW	ALWA2428	GIBSON

Purpose

Provides report of employee birthdays by month and day.

Dataframe

HRBASIC

Report Series

HR-BIRTHDAY-LIST

Report

HRBDAY

Sort

EMP-LEVEL-1
 EMP-LEVEL-2
 BIRTHDAY-MONTH
 BIRTHDAY-DAY
 EMP-NAME-LAST-NAME-FIRST

Explanation

To create this report, you can use the run-time variable BIRTHDAY-MONTH to enter the month(s) to be printed on the report. These values are entered at run time (see the run statement which follows); they are not entered in the source.

```
RUN HR-BIRTHDAY-LIST
REPORT HRBDAY
SELECT BIRTHDAY-MONTH 10-11-12
```

If you do not enter the BIRTHDAY-MONTH, all months will be selected.

Deductions/Other Earnings By Employee

DEDUCTIONS/OTHER EARNINGS BY EMPLOYEE		L1 - AL SYSTEM TEST ORG ALWA		X		PAGE 2	
		L2 - WA US COMBINED, W2/1099R, BENEFIT				DATE: 11/04/1997	
EMPLOYEE NUMBER	EMPLOYEE NAME	MULT REC CODE	DOE CODE	CURRENT DOE AMOUNT	MTD DOE AMOUNT	QTD DOE AMOUNT	YTD DOE AMOUNT
1010	KENNYS, DAVE	ALWA1010	0	\$.00	\$.00	\$.00	\$.00
1012	CHILDS, MARCUS	ALWA1012	0	\$.00	\$.00	\$.00	\$.00
1014	WRIGHT, MARY	ALWA1014	0	\$.00	\$.00	\$.00	\$.00
1016	HARMON, ALTHIA	ALWA1016	0	\$.00	\$.00	\$.00	\$.00
1018	WALKER-FELTON, SAMMUA	ALWA1018	0	\$.00	\$.00	\$.00	\$.00
1020	WELL, NAME MOREHITAN22	ALWA1020	0	\$.00	\$.00	\$.00	\$.00
1022	H, JOHN	ALWA1022	0	\$.00	\$.00	\$.00	\$.00
1024	EVERMAN, JR. LESLIE	ALWA1024	0	\$.00	\$.00	\$.00	\$.00
1026	WARD, III. JACKIE	ALWA1026	0 A1	\$ 92.35	\$ 1,939.35	\$ 1,939.35	\$ 1,939.35
1028	NEWMAN, SR. MERLIN	ALWA1028	0 A2	\$ 69.24	\$ 1,454.04	\$ 1,454.04	\$ 1,454.04
1030	HYSMITH, II. KERRY	ALWA1030	0 A3 A4	\$ 10.00 \$ 82.24	\$ 210.00 \$ 1,727.04	\$ 210.00 \$ 1,727.04	\$ 210.00 \$ 1,727.04
1032	TEDDLIE, CARL JR.	ALWA1032	0	\$.00	\$.00	\$.00	\$.00
1034	GASTON, STEPHEN SR.	ALWA1034	0 A5	\$ 100.00	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00
1036	MADDOX, ROSAYN III	ALWA1036	0	\$.00	\$.00	\$.00	\$.00
1038	PARKER, ROULIE II	ALWA1038	0	\$.00	\$.00	\$.00	\$.00
1040	VELLA, MERIAN W.	ALWA1040	0	\$.00	\$.00	\$.00	\$.00
1054	MCGILL, JOANNE	ALWA1054	0	\$.00	\$.00	\$.00	\$.00
1056	CARBINE, LUCIA	ALWA1056	0	\$.00	\$.00	\$.00	\$.00
1058	BARRETT, CREG	ALWA1058	0 X4 X5	\$ 23.50 \$ 30.00	\$ 493.50 \$ 630.00	\$ 493.50 \$ 630.00	\$ 493.50 \$ 630.00

Purpose

Provides detail Deduction and Other Earnings information for active employees. All accumulators: current, month-to-date, quarter-to-date and year-to-date, are shown in DOE code sequence.

Dataframe

HRDOES

Report Series

HR-EMPLOYEE-DOE-REPORT

Report

HREMPDOE

Sort

EMP-LEVEL-1
EMP-LEVEL-2
EMP-NUMBER
EMP-MULTIPE-RECORD-CODE
EMP-DOE-CODE

Explanation

The RUN statement that

follows contains the run-time variable HR-FILE-NAME-VARIABLE which enables you to point to the Payroll Reporting Detail file. (This variable may be used in any Human Resource report series. See *Data Dictionary* documentation for further information.) Using the Payroll Reporting Detail file will provide all detail records. The Employee Master File may be input for this report if no detail records are desired.

RUN HR EMPLOYEE-DOE-REPORT
VARIABLE HR-FILE-NAME-VARIABLE DETAIL

Employee Address List

EMPLOYEE ADDRESS LIST		L1 - AK TEST ORG WITH NO EMPLOYEES	PAGE 1
		L2 - WA 1ST ORG ON FILE-CONVERSION TST	DATE: 11/04/1997
ARBY, CRED	ALWA1924	54784 TAMPA STREET N.W. BUILDING C MIAMI FL 32602	
ARBY, DRED	ALWA1926	54784 TAMPA STREET N.W. BUILDING C MIAMI FL 32602	
BAKER, HELEN	ALWA1070	2035-A PEACHEFORD ROAD APARTMENT E LOS ANGELES CA 92634	
CARBAND, ROSIE	ALWA1794	2675 N. 124TH STREET BUILDING 4 APT 44-B LINCOLN NE 68144	
JARVIS, FRANCES	ALWA1342	2175-B LES VAGAS STREET ROOM 504 SAHARA HOTEL 2741 IOWA AVENUE EAST SOUISE CITY IA 50265	
SHERER, LOVIE	ALWA2454	3824 SUNSET STRIP APARTMENT 11 MT RUSHMORE SD 57104	
SHINN, YOLANDA	ALWA2502	9004 GRUMMAN RD APARTMENT 19 CONCORD NH 03105	
SLATON, MAYBEL	ALWA1852		

Purpose

This report displays an alphabetic list of employee name and address information for active employees.

Dataframe

HRBASIC

Report Series

HR-ADDRESS-LIST

Report

HRADDR

Sort

EMP-LEVEL-1
EMPL-LEVEL-2
EMP-NAME-LAST-NAME-FIRST

Explanation

When creating this report the PRINT command was used rather than the LIST command so no headings will be printed.

Employee Phone List

DATE: 11/04/1997	EMPLOYEE PHONE LIST		PAGE 1
EMP OFC PHONE EXT	EMPLOYEE NAME	EMPLOYEE HOME TELEPHONE NUMBER	
	ABBEYS, MARTHA	ALWA2272	(000) 000-0000
	ADAMS, ROSAYNE	ALWA1438	() -
	ADAMS, ROSAYNE	TNRA5584	() -
	ADEL, LEWIS	ALWA1798	() -
	ALDOUPOLIS, ANDREW	ALWA2218	(000) 000-0000
	ANDREWS, WARD	CZDC5100	(000) 000-0000
	APPLE, JOHNNY	CZDC7080	() -
	APPELGATE, NORMA	CNDA1610	() -
	GORGAN, LINDSEY	ALWA2430	(000) 000-0000
	GRAPE, BRUCE	CZDC7100	() -
	HENSLE, BETH	ALWA1266	() -
	JONES, LISA	ALWA1196	() -
	KELLOGG, MARY FRANCIS	ALWA2346	(000) 000-0000
	KELLOGG, MARY FRANCIS	ALWB3158	(000) 000-0000
	MACKINTOSH, LANE	ALWB3134	(000) 000-0000
	MACMILLAN, LILLIAN	CNDA1210	() -
	MANER, SCOTT	ALWA2350	(000) 000-0000
	MANER, SCOTT	ALWB3162	(000) 000-0000
	MANGO, DANIEL	CZDC7050	() -
	NOBLES, BECKY	ALWB3208	(000) 000-0000
	NOBLES, SANDRA	ALWA2406	(000) 000-0000
	PORTER, MARGARET	CZDC5160	() -
	RYAN, BETH	ALWA2278	(000) 000-0000
	RYAN, MARGARET	ALWA1384	() -
	SAND, BEVERLY	CZDC7170	() -
	SANTOES, DOONIE	TNRA5144	() -
	SAPPHIRE, RENEE	CZDC7360	() -
	TERRY, KIMBERLY	ALWA2180	(000) 000-0000
	THOMPSON, SCOTT	TNRB7106	(000) 000-0000

Purpose

Provides alphabetic listing of employees with home phone numbers and office extensions.

Dataframe

HRBASIC

Report Series

HR-PHONE-LIST

Report

HRPHONE

Sort

EMP-NAME-LAST-NAME-FIRST

Performance Review Report

PERFORMANCE REVIEW DESC REPORT			L1 - AL SYSTEM TEST ORG ALWA			X			PAGE 2	
**** CONFIDENTIAL ****			L2 - WA US COMBINED, W2/1099R, BENEFIT						DATE: 11/04/1997	
						* * * PERFORMANCE DATA * * *				
LEVEL 3	LEVEL 4	LEVEL 5	EMP NO EMPLOYEE NAME	PROMOTIONAL READINESS	NEXT RV DATE	IT NO	POSITION NUMBER	SUPERVISOR	RIG	DATE
			1010 KENNYS, DAVE	ALWA1010	04/01/1998	1 2			000 000	03/20/1995 00/00/0000
			1012 CHILDS, MARCUS	ALWA1012	06/30/1998	1 2			000 000	06/15/1995 00/00/0000
			1014 WRIGHT, MARY	ALWA1014	12/12/1998	1 2			000 000	12/02/1992 00/00/0000
			1016 HARMON, ALTHIA	ALWA1016	07/25/1998	1 2			000 000	07/01/1993 00/00/0000
			1018 WALKER-FELTON, SAMMUA	ALWA1018	11/14/1998	1 2			000 000	11/12/1989 00/00/0000
			1020 WELL, NAME MOREHIAN22	ALWA1020	06/06/1998	1 2			000 000	05/29/1991 00/00/0000
			1022 H, JOHN	ALWA1022	01/05/1998	1 2			000 000	01/03/1997 00/00/0000
			1024 EVERMAN, JR. LESLIE	ALWA1024	04/19/1998	1 2			000 000	04/18/1996 00/00/0000
			1026 WARD, III. JACKIE	ALWA1026	08/11/1998	1 2			000 000	08/01/1992 00/00/0000
			1028 NEWMAN, SR. MERLIN	ALWA1028	07/15/1998	1 2			000 000	07/02/1994 00/00/0000
			1030 HYSMITH, II. KERRY	ALWA1030	03/27/1998	1 2			000 000	03/25/1994 00/00/0000
			1032 TEDDLIE, CARL JR.	ALWA1032	02/17/1998	1 2			000 000	01/27/1997 00/00/0000
			1034 GASTON, STEPHEN SR.	ALWA1034	10/09/1998	1 2			000 000	10/05/1990 00/00/0000
			1036 MADDOX, ROSAYN III	ALWA1036	12/19/1998	1 2			000 000	11/30/1991 00/00/0000
			1038 ZAVIER, MARY-KATHERIN	ALWA1042	03/01/1998	1 2			000 000	03/01/1985 00/00/0000

Purpose

To show performance review information for active employees.

Dataframe

HRPERS

Report Series

HR-PERFORMANCE-REVIEW-REPORT

Report

HRPERF

Sort

EMP-LEVEL-1
EMP-LEVEL-2
EMP-NEXT-PERF-REVIEW-DATE
EMP-NUMBER

Explanation

This report was produced through the step-by-step report building function of the Online Support Facility.

Salary Review Report

SALARY REVIEW REPORT			L1 - AL SYSTEM TEST ORG ALWA			X			PAGE 2		
**** CONFIDENTIAL ****			L2 - WA US COMBINED, W2/1099R, BENEFIT			DATE : 11/04/1997			NEXT		
LEVEL	LEVEL	LEVEL	EMPLOYEE	POSITION	EMPLOYEE	ANNUAL	LENGTH	SALARY	OF	REVIEW	
3	4	5	EMPLOYEE NAME	NUMBER	JOB TITLE	SALARY	SERVICE	DATE			
			ADAMS, ROSAYNE	ALWA1438		\$.00	10250	00/00/0000		
MINIMUM SALARY -	\$.00	MIDPOINT SALARY -	\$.00	MAXIMUM SALARY -	\$.00	COMPA RATIO -	.0000	
			ADEL, LEWIS	ALWA1798		\$.00	3410	00/00/0000		
MINIMUM SALARY -	\$.00	MIDPOINT SALARY -	\$.00	MAXIMUM SALARY -	\$.00	COMPA RATIO -	.0000	
			ALDOUPOLIS, ANDREW	ALWA2218		\$	119,600.00	2427	00/00/0000		
MINIMUM SALARY -	\$.00	MIDPOINT SALARY -	\$.00	MAXIMUM SALARY -	\$.00	COMPA RATIO -	.0000	
			ALLEN, BRENDA	ALWA1158		\$.00	6548	00/00/0000		
MINIMUM SALARY -	\$.00	MIDPOINT SALARY -	\$.00	MAXIMUM SALARY -	\$.00	COMPA RATIO -	.0000	
			ALLEN, BRENDA	ALWA1176		\$.00	6548	00/00/0000		
MINIMUM SALARY -	\$.00	MIDPOINT SALARY -	\$.00	MAXIMUM SALARY -	\$.00	COMPA RATIO -	.0000	
			ALSTON, BESSIE	ALWA1446		\$.00	14968	00/00/0000		
MINIMUM SALARY -	\$.00	MIDPOINT SALARY -	\$.00	MAXIMUM SALARY -	\$.00	COMPA RATIO -	.0000	
			AREY, ARED	ALWA1920		\$.00	14899	00/00/0000		
MINIMUM SALARY -	\$.00	MIDPOINT SALARY -	\$.00	MAXIMUM SALARY -	\$.00	COMPA RATIO -	.0000	
			AREY, RAAD	ALWA2044		\$.00	14899	00/00/0000		
MINIMUM SALARY -	\$.00	MIDPOINT SALARY -	\$.00	MAXIMUM SALARY -	\$.00	COMPA RATIO -	.0000	
			AREY, SAAD	ALWA2048		\$.00	14899	00/00/0000		
MINIMUM SALARY -	\$.00	MIDPOINT SALARY -	\$.00	MAXIMUM SALARY -	\$.00	COMPA RATIO -	.0000	
			GOODS, DARLENE	ALWA1812		\$.00	13384	00/00/0000		
MINIMUM SALARY -	\$.00	MIDPOINT SALARY -	\$.00	MAXIMUM SALARY -	\$.00	COMPA RATIO -	.0000	
			GWYN, VANNA	ALWA1402		\$.00	13384	00/00/0000		
MINIMUM SALARY -	\$.00	MIDPOINT SALARY -	\$.00	MAXIMUM SALARY -	\$.00	COMPA RATIO -	.0000	
			LOOMIS, MARCUS	ALWA1410		\$.00	2962	00/00/0000		
MINIMUM SALARY -	\$.00	MIDPOINT SALARY -	\$.00	MAXIMUM SALARY -	\$.00	COMPA RATIO -	.0000	
			LOWDY, NINI	ALWA1148		\$.00	3441	00/00/0000		
MINIMUM SALARY -	\$.00	MIDPOINT SALARY -	\$.00	MAXIMUM SALARY -	\$.00	COMPA RATIO -	.0000	
			LOYALS, SAMILI	ALWA1180		\$.00	2962	00/00/0000		
MINIMUM SALARY -	\$.00	MIDPOINT SALARY -	\$.00	MAXIMUM SALARY -	\$.00	COMPA RATIO -	.0000	

Purpose

Provides confidential salary-related information for management. Annual, minimum, midpoint and maximum salaries are printed. Length of service is calculated based on current date and employment date.

Dataframe

HR\$SALARY

Report Series

HR-SALARY-REVIEW-REPORT

Report

HR\$ALREV

Sort

EMP-LEVEL-1
EMP-LEVEL-2
EMP-LEVEL-3
EMP-LEVEL-4
EMP-LEVEL-5
EMP-NAME-LAST-NAME-FIRST

Explanation

The length of service is shown as the number of days.

Terminated Employees

TERMINATED EMPLOYEES		L1 - AL SYSTEM TEST ORG ALWA	X	PAGE	1
FROM 01/01/1986 TO 12/31/1999		L2 - WA US COMBINED, W2/1099R, BENEFIT		DATE:	11/04/1997
TERMINATION		EMPLOYEE			
DATE		EMPLOYEE NAME		NUMBER	
12/15/1992		O'NEIL-ADAMS, PETER ALWA1616		1616	
DATE: 11/04/1997		SYSTEM MAINTENANCE LISTING		PAGE	1
TIME: 10:02:23		INFORMATION EXPERT RELEASE IE960100			

SYSTEM DEVL					
SIGNON IEUSER					
OPTION DATE-OPTION('MM/DD/YYYY')					
RUN HR-TERMINATED-EMPLOYEES-RPT					
;					
VARIABLES FROM-DATE 01/01/1986 TO-DATE 12/31/1999					

Purpose

Provides a report of employees terminated during a specified period of time.

Dataframe

HRPRBASC

Report Series

HR-TERMINATED-EMPLOYEES-RPT

Report

HRTERM

Sort

EMP-LEVEL-1
 EMP-LEVEL-2
 EMP-TERMINATED-DATE
 EMP-NAME-LAST-NAME-FIRST

Explanation

To create this report, you can use the following RUN statement which contains the run-time variables FROM-DATE and TO-DATE:

```
RUN HR-TERMINATED-EMPLOYEES-RPT  
VARIABLE FROM-DATE 01/01/1986 TO-DATE 12/31/1999
```

By using this command you can select employees based on a date range. The dates are entered at run time; they are not entered in the source.

Survey Of Employment, Payrolls And Hours

NON-EDUCATION PRINTOUT REPORT		SURVEY OF EMPLOYMENT, PAYROLLS AND HOURS		DATE: 12/04/1997	
NAME AND ADDRESS OF COMPANY			UNIT IDENTIFICATION		
SYSTEM TEST ORG CNDA X			TORONTO, ONT		
FILL SPACE TO USE THIRTY CHARS					
FILL SPACE TO USE THIRTY CHARS					
FILL SPACE TO 23 1A1 1A1					
LAST PAY PERIOD(S) INFORMATION					
EMPLOYEE TYPE	WEEKLY	BIWEEKLY	SEMI-MONTHLY	MONTHLY	
HOURLY					
LAST PAY PERIOD (DDMM-DDMM)	0101-3112	0101-3112	0101-3112	0101-3112	
NUMBER OF EMPLOYEES	0	0	0	0	
REG GROSS PAY (INCLUDING OVERTIME)	0	0	0	0	
OVERTIME PAY	0	0	0	0	
HOURS PAID (INCLUDING OVERTIME)	0	0	0	0	
OVERTIME HOURS	0	0	0	0	
SALARIED					
LAST PAY PERIOD (DDMM-DDMM)	0101-3112	0101-3112	0101-3112	0101-3112	
NUMBER OF EMPLOYEES	12	46	4	2	
REG GROSS PAY (INCLUDING OVERTIME)	10,131	77,680	7,912	7,659	
OVERTIME PAY	0	0	0	0	
HOURS IN STANDARD WORKWEEK	40.00	40.00	40.00	40.00	
OTHER					
LAST PAY PERIOD (DDMM-DDMM)	0101-3112	0101-3112	0101-3112	0101-3112	
NUMBER OF EMPLOYEES	0	0	0	0	
REG GROSS PAY (INCLUDING OVERTIME)	0	0	0	0	
INFORMATION FOR THE ENTIRE MONTH					
AMOUNT PAID TO					
PERIOD COVERED					
IRREGULAR PAYMENTS	FROM	TO	HOURLY	SALARIED	OTHER
TYPE OF PAYMENT					
VACATION PAY	01011994-12311997		0	0	0
RETROACTIVE PAY	01011994-12311997		0	0	0
TERMINATION PAY	01011994-12311997		0	0	0
COMMISSION	01011994-12311997		0	0	0
GROSS EARNINGS					
MONTHLY OR					
YEAR-TO-DATE	2266,962				
PERIOD COVERED					
EMPLOYEES ABSENT WITHOUT PAY	FROM	TO	HOURLY	SALARIED	OTHER
REASON FOR UNPAID ABSENCE					
STATUTORY HOLIDAY	01011994-12311997		0	0	0
LAYOFF	01011994-12311997		0	0	0
TEMPORARY CLOSURE	01011994-12311997		0	0	0
REASONS FOR LARGE VARIATIONS _____					CONTACT NAME
					JOHN DOE
					(999) 999-9999

Purpose

Provides a Survey of Employment, Payrolls and Hours (SEPH) report for non-educational reporting units required by Statistics Canada, Labor Division. The SEPH report is designed to measure, on a monthly basis, the levels and month to month trends of employment, paid hours and earnings.

Dataframe

HRCANTAX

Report Series

HR-SEPH-REPORT

Report

HRSEPH

Sort

EMP-LEVEL-1
EMP-LEVEL-2
STATCD
EMP-NUMBER

Explanation

The report format has been designed to conform to samples provided by Statistics Canada, Labor Division. For format integrity, we recommend not changing the print commands. To use this report in place of the mail out/mail in questionnaire, contact the Labor Division, Statistics Canada.

Selection criteria should be based on reporting requirements. See the report request for specific instructions, including how to define STATCD.

The report request contains instructions and comments for modifying the commands to include your unit identification translations, DOEs for irregular payments, and absent without pay information.

Note: This report request is designed for use with the Employee Master File only. You cannot use the Payroll Reporting Detail file because of the multiple employee record sets.

To create this report, you can use the run statement of RUN HR-SEPH-REPORT to enter the dates for the Last Pay Period of the month and the Period Covered From/To dates to be printed on the report. These values are entered at run time, not in the source.

RUN HR-SEPH-REPORT:

VARIABLES

HW-LAST-PAY-PERIOD 2102-2802
SW-LAST-PAY-PERIOD 2102-2802
DW-LAST-PAY-PERIOD 2102-2802
HBIWK-LAST-PAY-PERIOD 1402-2802
SBIWK-LAST-PAY-PERIOD 1402-2802
DBSIWK-LAST-PAY-PERIOD 1402-2802
HSM-LAST-PAY-PERIOD 1402-2802
SSM-LAST-PAY-PERIOD 1402-2802
OSM-LAST-PAY-PERIOD 1402-2802
HM-LAST-PAY-PERIOD 0102-2802
SM-LAST-PAY-PERIOD 0102-2802
OM-LAST-PAY-PERIOD 0102-2802
IRREG-PAYMENT-DATE-1 01011994-12311997
IRREG-PAYMENT-DATE-2 01011994-12311997
IRREG-PAYMENT-DATE-3 01011994-12311997
IRREG-PAYMENT-DATE-4 01011994-12311997
ABSENT-REASON-DATE-1 01011994-12311997
ABSENT-REASON-DATE-2 01011994-12311997
ABSENT-REASON-DATE-3 01011994-12311997

Note: If you do not enter the run-time variables, all dates will be blank on the report.

Deductions/Other Earnings Description By Employee

HR EMP DOE DESCRIPTION REPORT			L1 - AL SYSTEM TEST ORG ALWA			X			PAGE 1	
**** CONFIDENTIAL ****			L2 - WA US COMBINED, W2/1099R, BENEFIT						DATE : 11/04/1997	
LEVEL	LEVEL	LEVEL	EMPLOYEE	EMPLOYEE NAME		DOE	DOE	DOE	ORGANIZATION	
3	4	5	NUMBER			CODE	MTHD	PER	DOE DESCRIPTION	
								ACTV		
								TAX/		
								ARR		
								CODE		
			1024	EVERMAN, JR. LESLIE ALWA1024						
			1026	WARD, III. JACKIE ALWA1026		A1	5	A	D	
			1028	NEWMAN, SR. MERLIN ALWA1028		A2	5	A	D	
			1030	HYSMITH, II. KERRY ALWA1030		A3	1	A	D	
						A4	5	A	D	
			1032	TEDDLIE, CARL JR. ALWA1032						
			1034	GASTON, STEPHEN SR. ALWA1034		A5	1	A	D	
			1036	MADDOX, ROSAYN III ALWA1036						
			1058	BARRETT, CREG ALWA1058		X4	1	A	8 2ND MEMO 8	
						X5	1	A	8 3RD MEMO 8	

Purpose

To list deductions and other earnings information for all employees

Dataframe

HRPYRL relating to HRUSDOE

Report Series

HR-EMP-DOE-DESCRIPTION-REPORT

Report

HRDOEDSC

Sort

EMP-LEVEL-1
EMP-LEVEL-2
EMP-LEVEL-3
EMP-LEVEL-4
EMP-LEVEL-5
EMP-NUMBER

Explanation

To create this report, you can use the following RUN statement which contains the RUN-TIME SELECT for EMP-CONTROL-LEVELS-1-2-GROUP:

```
RUN HR-EMP-DOE-DESCRIPTION-REPORT  
SELECT EMP-CONTROL-LEVELS-1-2-GROUP L1/L2
```

This RUN statement enables you to select specific level 1-level 2 combinations and improve run time efficiency. This SELECT may be used in any Human Resources report series that processes the Employee Master File.

Performance Review Report

DATE: 11/04/1997		PERFORMANCE REVIEW REPORT					PAGE 1	
NEXT PERF		CURRENT		EMPLOYEE		EMPLOYEE		
LEVEL	LEVEL	REVIEW	EMPLOYEE	EMPLOYEE NAME	EMPLMT	EMPLOYEE	POSITION	JOB
1	2	DATE	NUMBER		DATE	JOB TITLE	NUMBER	SUPERVISOR
AK	WA	00/00/0000			00/00/0000			
1								
AL	WA	00/00/0000	1010	KENNYS, DAVE	ALWA1010	00/00/0000		
			1012	CHILDS, MARCUS	ALWA1012	00/00/0000		
			1014	WRIGHT, MARY	ALWA1014	00/00/0000		
			1016	HARMON, ALITHIA	ALWA1016	00/00/0000		
			1018	WALKER-FELTON, SAMMUA	ALWA1018	00/00/0000		
			1020	WELL, NAMEOREHTAN22C	ALWA1020	00/00/0000		
			1022	H, JOHN	ALWA1022	00/00/0000		
			1024	EVERMAN, JR. LESLIE	ALWA1024	00/00/0000		
			1026	WARD, III. JACKIE	ALWA1026	00/00/0000		
			1028	NEWMAN, SR. MERLIN	ALWA1028	00/00/0000		
			1030	HYSMITH, II. KERRY	ALWA1030	00/00/0000		
			1032	TEDDLIE, CARL JR.	ALWA1032	00/00/0000		
			1034	GASTON, STEPHEN SR.	ALWA1034	00/00/0000		
			1036	MADDOX, ROSAYN III	ALWA1036	00/00/0000		
			1038	PARKER, ROULLE II	ALWA1038	00/00/0000		
			1040	VELLA, MERIAN W.	ALWA1040	00/00/0000		
			1042	ZAVIER, MARY-KATHERIN	ALWA1042	00/00/0000		

Purpose

To list promotional readiness and performance review information for all employees.

Dataframe

HRPERS relating to HRPROM

Report Series

HR-PERFORMANCE-REVIEW-DESC-RPT

Report

HRPERFRV

Sort

EMP-NUMBER

Explanation

To create this report, you can use the following RUN statement which contains the RUN-TIME SELECT for EMP-CONTROL-LEVELS-1-2-GROUP:

```
RUN HR-PERFORMANCE-REVIEW-DESC-RPT  
SELECT EMP-CONTROL-LEVELS-1-2-GROUP L1/L2
```

This RUN statement enables you to select specific level 1-level 2 combinations and improve run time efficiency. This SELECT may be used in any Payroll/Personnel report series that processes the Employee Master File.

Salary Change Reason

SALARY CHANGE REASON REPORT				L1 - AL SYSTEM TEST ORG ALWB X				PAGE 1	
				L2 - WB US COMBINED, W2/1099R, POS CTL				DATE: 01/05/1998	
					SALARY		SALARY	SALARY	INCREASE
LEVEL	LEVEL	LEVEL	EMPLOYEE		CHANGE	SALARY CHANGE	CHANGE	INCREASE	EFFECTIVE
3	4	5	NUMBER	ITER	JOB	REASON DESC	PERCENT	AMOUNT	DATE
-----	-----	-----	-----	----	-----	-----	-----	-----	-----
0003	0004	0005	3014	1	JOBCODE001	COST OF LIVING	001.00	\$ 41,000.00	01/01/1994
ATKINS, DOROTHY B.			ALWB3014						
0003	0004	0005	3018	1	JOBCODE002	LONGEVITY	000.50	\$ 42,000.00	02/01/1994
CRAWFORD, RAMON			ALWB3018						
0003	0004	0005	3022	1	JOBCODE003	PROMOTION	001.50	\$ 43,000.00	03/01/1994
CRAWFORD, BRADFORD			ALWB3022						
			3026	1	JOBCODE004	UNION CONTRACT	000.25	\$ 44,000.00	04/01/1994
FLAIR, REGINIA S.			ALWB3026						

Purpose

Provides a report of employee salary changes and the corresponding reasons for change.

Dataframe

HR\$SALARY relating to HR\$SLRY

Report Series

HR-SALARY-CHANGE-REASON-REPORT

Report

HR\$SALCHG

Explanation

To create this report, you can use the following RUN statement which contains the RUN-TIME SELECT for EMP-CONTROL-LEVELS-1-2-GROUP:

```
RUN HR-SALARY-CHANGE-REASON-REPORT  
SELECT EMP-CONTROL-LEVELS-1-2-GROUP L1/L2
```

This RUN statement enables you to select specific level 1-level 2 combinations and improve run time efficiency. This SELECT may be used in any Payroll/Personnel report series that processes the Employee Master File.

Employee Skills Inventory

EMPLOYEE SKILLS INVENTORY										L1 - AL SYSTEM TEST ORG ALWA X			PAGE 1		
										L2 - WA US COMBINED, W2/1099R, BENEFIT			DATE: 11/04/1997		
LEVEL	LEVEL	LEVEL	EMP	NUMBER				FUNCT	FUNCTION TRANSLATION		IST				
3	4	5	EMP	NAME				S/FCT	SUB-FUNCTION TRANSLATION		LOC	SUP	YR		
						OCCUR	EXP	PROF	PROFICIENCY		IND	IND	USED		
0009	0010	0011	2100			1	10	04	CIVIL ENGINEERING		1	1	1996		
				ATKINS, DOROTHY B.		ALWA2100									
						2	10	04	CIVIL ENGINEERING		1	1	1996		
						3	10	04	CIVIL ENGINEERING		1	1	1996		
						4	10	04	CIVIL ENGINEERING		1	1	1996		
						5	10	04	CIVIL ENGINEERING		1	1	1996		
						6	10	04	CIVIL ENGINEERING		1	1	1996		
						7	10	04	CIVIL ENGINEERING		1	1	1996		
						8	10	04	CIVIL ENGINEERING		1	1	1996		
						9	10	04	CIVIL ENGINEERING		1	1	1996		
						10	10	04	CIVIL ENGINEERING		1	1	1996		
2000	2222	DPT2	2506			1	02	25	INSURANCE		2	2	1993		
				JORDAN, CICLEY		ALWA2506		110 UNNATURAL DISASTER							
								4 GOOD							
*** END OF REPORT HRSKILLS ***															
DATE: 11/04/1997										SYSTEM MAINTENANCE LISTING					
TIME: 10:02:54										INFORMATION EXPERT RELEASE IE960100					
PAGE 1															

SYSTEM DEVL															
SIGNON IEUSER															
OPTION DATE=OPTION('MM/DD/YYYY')															
RUN HR-EMP-SKILLS-INVENTORY-REPORT;															
SELECT EMP-CONTROL-LEVELS-1-2-GROUP 'ALWA' 'ALWB'															

Purpose

To list skills and proficiency levels for all employees

Dataframe

HRPERS relating to HRFNCT, HRSFNCT, and HRPROFC

Report Series

HR-EMP-SKILLS-INVENTORY-REPORT

Report

HRSKILLS

Explanation

To create this report, you can use the following RUN statement which contains the RUN-TIME SELECT for EMP-CONTROL-LEVELS-1-2-GROUP:

```
RUN HR-EMP-SKILLS-INVENTORY-REPORT  
SELECT EMP-CONTROL-LEVELS-1-2-GROUP L1/L2
```

This RUN statement enables you to select specific level 1-level 2 combinations and improve run time efficiency. This SELECT may be used in any Payroll/Personnel report series that processes the Employee Master File.

I. E. Security

Date: 08/19/1996		HR I.E. REPORTING SECURITY SAMPLE REPORT			Page
LEVEL 1	LEVEL 2	EMPLOYEE NAME	EMPLOYMENT DATE	EMPLOYEE SALARY	FED MRTL STAT
SA	01	TRUMAN MCCRAY	04/20/1980	\$ 4,000.00	M
SA	01	ROBERT JOHNSON	06/15/1980	\$ 2,000.00	M
SA	01	CLIFF WOMACK	02/10/1983	\$ 2,450.00	M
SA	01	ROBERT DAVIS	07/12/1983	\$ 2,411.00	M
SA	01	BRUNO NUNZIO	08/10/1984	\$ 2,375.00	M
SA	01	DOROTHEA BRECKENRIDGE	09/25/1980	\$ 1,083.33	S
SA	01	CRAIG PENNINGTON	11/05/1990	\$ 1,645.83	M
SA	01	BOBBY JOE HARRIS	05/20/1986	\$ 1,604.17	M
SA	01	EMMET GOLDSTEIN	07/15/1988	\$ 1,612.50	M
SA	01	SHERMAN GUNTZMAN	03/15/1989	\$ 1,500.00	M
SA	01	ARTHUR JAMESON	07/13/1989	\$ 1,020.84	S
SA	01	ELTON G. NORMAND	10/05/1991	\$ 979.17	S
SA	01	CARLTON W. KNIGHT JR.	11/22/1991	\$ 833.34	M
SA	01	JOHN MCNEIL	06/15/1988	\$ 751.04	M
SA	01	MARGARET SIMPSON	04/23/1986	\$ 716.67	M
SA	01	PENNY REYNOLDS	02/15/1993	\$ 584.97	S

Purpose

This is a sample report showing the effect of the HR I.E. Reporting Security system.

Dataframes

HRBASIC	HRPERS	HRSALARY	HREMPREL	HREMPPLN	HRPOSMST
HRCANTAX	HRPRBASC	HRUSTAX	HREMPBEN	HRPOSDDL	HRPOSTBL
HRDOES	HRPYRL	HREMPPLR	HREMPHRE	HRPOSHDR	

Explanation

HR I.E. REPORTING SECURITY can prevent any HR I.E. employee item in the Employee Master File, position-related data in the Position Control Master file, or salary specification data in the HRMS Tables File from printing on I.E. reports. Items can be secured on one level 1-level 2 or many level 1-level 2s.

Employee position items are secured two ways:

- Alphanumeric items are replaced with all @s or any other alphanumeric character your company has chosen.
- Numeric items are replaced with all 0s.

CURRENT	YTD		
REGULAR EARNINGS	4079.60	4079.60	
OVERTIME EARNINGS	.00	.00	
CONS OTH EARN	25.00	25.00	
FEDERAL TAX	119.82	119.82	
FICA/MEDICARE TAX	314.01	314.01	
STATE TAX	216.66	216.66	
SUI	.00	.00	
SDI	.00	.00	
NJ WORKFORCE	.00	.00	
NJ HEALTH CARE	.00	.00	
COUNTY TAX	.00	.00	
CITY TAX	.00	.00	
TOTAL DEDUCTIONS	10.00	10.00	
NET PAY	3444.11	3444.11	

Purpose

Shows all check and earnings statement information for checks calculated.

Dataframe

HRCHECK

Report Series

HR-PRINT-CHECK-REPORT

Report

CKCALC

Explanation

This report prints the check and the earnings statement image. All information is reported regardless of check options selected for the organization.

A Gross-to-Net total page by level 1-level 2 is also produced.

COBRA Delinquent Termination Letter

DATE: 11/04/1997	EXAMPLE: MONTHLY STATEMENT	PAGE: 2
SYSTEM TEST ORG ALWB	X	US COMBINED, W2/1099R, POS CTL
<p>ATKINS, MARY-LOUISE 106-B WEST PALM SPRING BLVD.</p> <p>APARTMENT B SECTION CENTRAL</p> <p>LITTLE ROCK AR</p> <p>EXTENDED MEDICAL COVERAGE BILLING DATE: 11/04/1997</p> <p>MONTHLY PAYMENT .00</p> <p>PAST DUE AMOUNT .00</p> <p>MONTHLY PAYMENTS ARE DUE ON THE 1ST OF EACH MONTH FOR COVERAGE DURING THE MONTH. COVERAGE WILL BE TERMINATED ON DELINQUENT ACCOUNTS IF THEY ARE NOT PAID IN FULL FOR PREVIOUS AND CURRENT MONTHS AFTER THE FIRST 30 DAYS OF NON-PAYMENT.</p> <p>YOUR PERIOD OF ELIGIBILITY FOR EXTENDED COVERAGE WILL END ON 00/00/0000. IT IS YOUR RESPONSIBILITY TO NOTIFY US WHEN YOU ARE COVERED UNDER A NEW POLICY. UNTIL YOU NOTIFY US IN WRITING, YOU WILL BE HELD LIABLE FOR ALL PAYMENTS. TO TERMINATE COVERAGE, PLEASE DATE, SIGN AND RETURN THIS STATEMENT TO THE ADDRESS ABOVE TO THE ATTENTION OF "PERSONNEL DEPARTMENT".</p> <p>COVERAGE TERMINATION DATE: _____</p> <p>NAME PRINTED: _____</p> <p>SIGNATURE: _____</p> <p>DATE OF SIGNATURE: _____</p>		

Purpose

Provides a *model* for creating letters for employees (or dependents) to report payments for maintaining extended benefits under the Consolidated Omnibus Budget Reconciliation ACT (COBRA) that are past due.

Dataframe

HRPYRL

Report Series

HR-COBRA-STATEMENTS

Report

DLQ-STMT

Sort

EMP-LEVEL-1
EMP-LEVEL-2
EMP-NUMBER

Explanation

This report *model* assumes that a separate level 1-level 2 for COBRA Compliance has been established and DOEs have been defined to store the medical deduction and administrative costs.

This report *model* selects employees who are more than 30 days past due in paying for their extended benefits. The report includes termination date, plus any current or past due amounts.

To create this report, you can use the following RUN statement which contains the RUN-TIME SELECT for EMP-CONTROL-LEVELS-1-2-GROUP:

```
RUN HR-COBRA-STATEMENTS  
SELECT EMP-CONTROL-LEVELS-1-2-GROUP L1/L2
```

This RUN statement enables you to select specific level 1-level 2 combinations and improve run time efficiency. This SELECT may be used in any Payroll/Personnel report series that processes the Employee Master File.

COBRA Termination Acknowledgement Letter

DATE: 11/04/1997	EXAMPLE: TERMINATION ACKNOWLEDGEMENT - REMAINING BALANCE	PAGE: 1
SYSTEM TEST ORG ALWB X		
ATKINS, JOSEPH R. 4445 BECKWICH STREET SUITE 2001 JUNO AK		
WE HAVE RECEIVED YOUR TERMINATION NOTICE FOR CONTINUATION OF BENEFITS. YOUR COVERAGE WAS TERMINATED AS OF 11/04/1997. OUR RECORDS SHOW THAT YOU HAVE AN OUTSTANDING BALANCE OF .00. WE WOULD APPRECIATE PROMPT PAYMENT OF THIS REMAINING BALANCE. CLAIMS SUBMITTED DURING THE DELINQUENT PERIOD WILL NOT BE HONORED UNTIL PAYMENT IS RECEIVED.		
THANK YOU,		

Purpose

Provides a *model* for creating letters of confirmation for employees (or dependents) that voluntarily terminate extended benefits under the Consolidated Omnibus Budget Reconciliation Act (COBRA).

Dataframe

HRPYRL

Report Series

HR-COBRA-STATEMENTS

Report

TRM-STMT

Sort

EMP-LEVEL-1
EMP-LEVEL-2
EMP-NUMBER

Explanation

This report model assumes that a separate level 1-level 2 for COBRA Compliance has been established and DOEs have been defined to store the medical deduction and administrative costs.

This report model selects employees who have an employee status of **T** (for Terminated) and prints a confirmation to the participant of their voluntary termination of extended benefits. It includes date of voluntary termination and any outstanding balances.

To create this report, you can use the following RUN statement, which contains the RUN-TIME SELECT for EMP-CONTROL-LEVELS-1-2-GROUP:

```
RUN HR-COBRA-STATEMENTS  
SELECT EMP-CONTROL-LEVELS-1-2-GROUP L1/L2
```

This RUN statement enables you to select specific level 1-level 2 combinations and improve run time efficiency. This SELECT can be used in any Payroll/Personnel report series that processes the Employee Master File.

COBRA Monthly Statements

DATE: 11/04/1997	EXAMPLE: MONTHLY STATEMENT	PAGE: 1
SYSTEM TEST ORG ALWB	X	
<p>ATKINS, JOSEPH R. 4445 BECKWICH STREET SUITE 2001 JUNO AK EXTENDED MEDICAL COVERAGE BILLING DATE: 11/04/1997 MONTHLY PAYMENT .00 PAST DUE AMOUNT .00</p> <p>MONTHLY PAYMENTS ARE DUE ON THE 1ST OF EACH MONTH FOR COVERAGE DURING THE MONTH. COVERAGE WILL BE TERMINATED ON DELINQUENT ACCOUNTS IF THEY ARE NOT PAID IN FULL FOR PREVIOUS AND CURRENT MONTHS AFTER THE FIRST 30 DAYS OF NON-PAYMENT. YOUR PERIOD OF ELIGIBILITY FOR EXTENDED COVERAGE WILL END ON 00/00/0000. IT IS YOUR RESPONSIBILITY TO NOTIFY US WHEN YOU ARE COVERED UNDER A NEW POLICY. UNTIL YOU NOTIFY US IN WRITING, YOU WILL BE HELD LIABLE FOR ALL PAYMENTS. TO TERMINATE COVERAGE, PLEASE DATE, SIGN AND RETURN THIS STATEMENT TO THE ADDRESS ABOVE TO THE ATTENTION OF "PERSONNEL DEPARTMENT".</p> <p>COVERAGE TERMINATION DATE: _____ NAME PRINTED: _____ SIGNATURE: _____ DATE OF SIGNATURE: _____</p>		

Purpose

Provides a *model* for creating monthly statements for employees (or dependents) receiving extended benefits under the Consolidated Omnibus Budget Reconciliation Act (COBRA).

Dataframe

HRPYRL

Report Series

HR-COBRA-STATEMENTS

Report

MTH-STMT

Sort

EMP-LEVEL-1
 EMP-LEVEL-2
 EMP-NUMBER

Explanation

This report *model* assumes that a separate level 1-level 2 for COBRA compliance has been established and DOEs have been defined to store the medical deduction and administrative costs.

The statement prints the usual monthly installment amount that includes the defined DOEs and any past due amounts that are in arrears. It also prints the termination date of the extended coverage (18 months for employee coverage and 36 months for spouse and dependents).

To create this report, you can use the following RUN statement, which contains the RUN-TIME SELECT for EMP-CONTROL-LEVELS-1-2-GROUP:

```
RUN HR-COBRA-STATEMENTS  
SELECT EMP-CONTROL-LEVELS-1-2-GROUP L1/L2
```

This RUN statement enables you to select specific level 1-level 2 combinations and improve run time efficiency. This SELECT can be used in any Payroll/Personnel report series that processes the Employee Master File.

Prohibited Group Audit Report

DATE: 11/04/1997		DETERMINATION OF PROHIBITED GROUP REPORT HIGHLY PAID EMPLOYEES				PAGE: 1	
LEVEL 1	LEVEL 2	EMPLOYEE NUMBER	EMPLOYEE NAME		EMP CLASS	PREVIOUS YEAR ANNUAL EARNINGS	ESTIM ANNUAL SALARY
AL	WA	2418	HARPER,	LUCIA BELINDA	0	\$.00	123,760.00
AL	WA	2308	HARPER,	LUCIA BELINDA	0	\$.00	123,240.00
AL	WA	2230	LINDSEY,	RAYMOND	0	\$.00	122,720.00
AL	WA	2228	EVERMAN,	MARIA	0	\$.00	122,200.00
AL	WA	2226	GEORGE,	WAYNE	0	\$.00	121,680.00
AL	WA	2224	CARLOS,	MARY	0	\$.00	121,160.00
AL	WA	2222	WALDEN,	MARCUS	0	\$.00	120,640.00
AL	WA	2220	BJORKLUND,	BRADFORD	0	\$.00	120,120.00
AL	WA	2218	ALDOUPOLIS,	ANDREW	0	\$.00	119,600.00
AL	WA	2198	STORM III,	BRADFORD	0	\$.00	119,080.00
AL	WA	2086	CALTEST,	SUITAX	0	\$.00	118,560.00
AL	WA	2084	CALTEST,	SUITXBOITHDISAL	0	\$.00	118,040.00
AL	WA	2082	CALTEST,	NEGCASDI	0	\$.00	117,520.00
AL	WA	2080	CALTEST,	NEGVFDI	0	\$.00	117,000.00
AL	WA	2078	CALTEST,	BOTHDIS	0	\$.00	116,480.00
AL	WA	2072	CARBAND,	KNOLA	0	\$.00	115,960.00
AL	WA	2070	CARBAND,	GLENA	0	\$.00	115,440.00
AL	WA	2068	CARBAND,	DONNY	0	\$.00	114,920.00
AL	WA	2066	CARBAND,	SAMMY	0	\$.00	114,400.00
AL	WA	2064	CARBAND,	LONNY	0	\$.00	113,880.00
AL	WA	2062	CARBAND,	JONNY	0	\$.00	113,360.00
AL	WA	2060	ERBY,	ZAAD	0	\$.00	112,840.00
AL	WA	2058	CARBAND,	KERRY	0	\$.00	112,320.00
AL	WA	2056	ERBY,	WAAD	0	\$.00	111,800.00
AL	WA	2054	CARBAND,	MERRY	0	\$.00	111,280.00
AL	WA	2052	ERBY,	TAAD	0	\$.00	110,760.00
AL	WA	2050	CARBAND,	TERRA	0	\$.00	110,240.00
*** END OF REPORT ADP ***							
DATE: 11/04/1997		SYSTEM MAINTENANCE LISTING				PAGE 1	
TIME: 09:44:26		INFORMATION EXPERT RELEASE IE960100					

SYSTEM DEVL							
SIGNON IEUSER							
OPTION DATE=OPTION('MM/DD/YYYY')							
RUN HR-PROHIBITED-GROUP-REPORT;							
SELECT EMP-CONTROL-LEVELS-1-2-GROUP 'ALWA' 'TNRB'							
VARIABLES		HIGH-PAID-INDEXED-AMOUNT		99999.99			
		TOP-20-PCT-INDEXED-AMOUNT		99999.99			
		OFFICER-INDEXED-AMOUNT		99999.99			

Purpose

Provides a report model for identifying highly-paid employees for benefits nondiscrimination testing.

Dataframe

HR
SALARY

HR
TRANS (output)

Report Series

HR-PROHIBITED-GROUP-REPORT

Run Series

HR-PROHIBITED-GRP-VARIABLES

Report

ADP

Sort

EMP-ANNUAL-SALARY DESCENDING
EMP-LEVEL-1
EMP-LEVEL-2
EMP-NUMBER

Explanation

This report *model* calculates total compensation, determines the top 20% of the highest wage earners and generates RA transactions to update the Employee Status 2 Indicator with the value of 1 for highly-paid employees and the value of 2 for non-highly paid employees. This report series must be run and the generated transactions must update the Employee Master File before running the report series HR-QUALIFIED-COVERAGE-TEST or HR-1987-401K-REPORT. Run-time variables are provided for indexed amounts to test for high compensation.

Qualified Coverage Test

DATE: 11/04/1997					QUALIFIED PLAN COVERAGE TEST		PAGE: 1	
LEVEL	LEVEL	EMPLOYEE	EMPL	EMPLOYEE NAME	TOTAL	YTD TOTAL	PERCENT OF	BASIS
1	2	NUMBER	ST-2		COMPENSATION	EMPLR PAID	COMPENSATION	AMOUNT
AK	WA				.00	.00	.000	.00
AL	WA	2272		ABBEYS, MARTHA	ALWA2272	9,555.42	.00	.00
AL	WA	1438		ADAMS, ROSAYNE	ALWA1438	2,100.00	.00	.00
AL	WA	1798		ADEL, LEWIS	ALWA1798	.00	.00	.00
AL	WA	2218		ALDOUPOLIS, ANDREW	ALWA2218	96,600.00	.00	.00
AL	WA	1158		ALLEN, BRENDA	ALWA1158	.00	.00	.00
AL	WA	1176		ALLEN, BRENDA	ALWA1176	22,680.00	.00	.00
AL	WA	1446		ALSTON, BESSIE	ALWA1446	.00	.00	.00
AL	WA	2232		ANDERSON, WILLIE	ALWA2232	5,376.00	.00	.00
AL	WA	1974		CARBAND, BOSIE	ALWA1974	.00	.00	.00
AL	WA	2014		CARBAND, CANDY	ALWA2014	81,480.00	.00	.00
AL	WA	1594		CUMMINGS, JR. PETER	ALWA1594	2,100.00	.00	.00
AL	WA	1598		CUMMINGS, JR. PETER	ALWA1598	8,820.00	.00	.00
AL	WA	2112		DAVIS, LEE	ALWA2112	26,663.91	.00	.00
AL	WA	2110		DAVIS, MARTHA L.	ALWA2110	27,622.98	.00	.00
AL	WA	1806		DEALONS, WILLIAM	ALWA1806	39,480.00	.00	.00
AL	WA	2384		FABRIS, DENISE	ALWA2384	12,495.63	.00	.00
AL	WA	1810		FERLOW, MARVIN	ALWA1810	.00	.00	.00
AL	WA	2118		HOWARD, E. B.	ALWA2118	4,622.10	.00	.00
AL	WA	1314		HOYT, RAQUEL J.	ALWA1314	21,000.00	.00	.00
AL	WA	1306		HUNTLEY, MARY BETH	ALWA1306	21,000.00	.00	.00
AL	WA	1328		HUNTS, CATHERINE	ALWA1328	2,100.00	.00	.00
AL	WA	1318		HURUSHO, BETTY LOUISE	ALWA1318	21,000.00	.00	.00
AL	WA	1320		HUTTONS, GLORIA	ALWA1320	2,100.00	.00	.00
AL	WA	1326		HYMAN, BENNIE M.	ALWA1326	2,100.00	.00	.00
AL	WA	1130		MIKELL, CLARICE	ALWA1130	2,100.00	.00	.00
AL	WA	2476		MIKLAIN, JOYCE	ALWA2476	16,800.00	.00	.00
AL	WA	1388		MILLEN, RONALD LEWIS	ALWA1388	3,454.50	.00	.00
AL	WA	1456		NELSON, MINNIE	ALWA1456	9,240.00	.00	.00
AL	WA	2164		NELSON, MINNIE	ALWA2164	9,240.00	.00	.00
AL	WA	1450		NELSON, PETER	ALWA1450	10,504.20	.00	.00
AL	WA	2362		NEWMAN, CHARLIE	ALWA2362	82,725.72	.00	.00
AL	WA	2520		SLATONS, BOYD	ALWA2520	21,000.00	.00	.00
AL	WA	2318		SMITH, JOHNATHON O	ALWA2318	16,380.63	.00	.00
AL	WA	1832		SMITH, MARY	ALWA1832	2,100.00	.00	.00
AL	WA	2348		TEDDIE, WANDA	ALWA2348	25,025.91	.00	.00
AL	WA	1032		TEDDLIE, CARL JR.	ALWA1032	2,100.00	.00	.00
AL	WA	2490		TEEHAN, TERRY	ALWA2490	25,200.00	.00	.00

NOTE: PERCENT OF COMPENSATION IS CALCULATED AS:
EMPLOYER CONTRIBUTION DIVIDED BY EMPLOYEE COMPENSATION.
BASIS AMOUNT IS CALCULATED AS:
EMPLOYEE COMPENSATION TIMES PERCENT OF COMPENSATION.

Purpose

Tests for discrimination against non-highly paid employees in relationship to your qualified benefits plans.

Dataframe

HRDOES

Report Series

HR-QUALIFIED-COVERAGE-TEST

Report

QLFCOVR

Sort

EMP-STATUS-2-IND* (or any field used to identify highly-paid employees versus non-highly paid employees)

EMP-LEVEL-1

EMP-LEVEL-2

EMP-NAME-LAST-NAME-FIRST

EMP-NUMBER

Explanation

*This report *model* assumes that you have identified every employee as highly-paid or non-highly paid as defined by the Tax Reform Act of 1986. The report *model* uses the Employee Status 2 Indicator with 1 for highly-paid and 2 for non-highly paid. Any Employee Master File field may be used for this purpose by changing the name in the I.E. report. Instructions are provided throughout the report on how to customize this report to test your 401(k) plan.

401(k) ADP Test, Tax Reform Act of 1986

DATE: 11/04/1997		401K NONDISCRIMINATION COMPLIANCE REPORT				PAGE: 7
		NON-HIGHLY PAID EMPLOYEE POPULATION				
<u>L1</u>	<u>L2</u>	<u>EMPLOYEE NAME</u>	<u>EMP NUMBER</u>	<u>TOTAL EARNINGS</u>	<u>401-K CONTRIB</u>	<u>DEDUCTION PCT</u>
01	01	HORN, BRADFORD E.	243629814	3,208.00	.00	.0000
01	01	CARIWRIGHT, EDWARD R.	243726982	3,485.00	.00	.0000
01	01	JERNIGAN, DELL T.	244682187	3,200.00	300.00	9.0909
01	01	SHIVERS, CLIFTON W.	329840298	3,900.00	150.00	5.1724
01	01	NICHOLS, SANDRA A.	349402980	520.00	.00	.0000
01	01	MIKELL, STEPHEN F.	368246291	2,900.00	150.00	5.1724
01	01	JOHNSON, JR., MARVIN L.	368369820	3,162.00	.00	.0000
01	01	WADE, EDWARD B.	369487642	2,700.00	.00	.0000
01	01	COTTON, CHARLES R.	369562144	3,800.00	.00	.0000
01	01	KELLY, WARREN J.	369624311	3,255.00	75.00	2.0341
01	01	MCLAUGHLIN, NORMAN C.	380269842	4,000.00	100.00	2.5000
01	01	SCHUSTER, CAROLE S.	462140692	568.40	.00	.0000
01	01	GORDON, PHILLIP B.	471582941	3,400.00	75.00	2.2059
01	01	EDWARDS, JULIAN P.	472682242	3,700.00	.00	.0000
01	01	PENNINGTON, ANN W.	472698432	600.00	.00	.0000
01	01	HOFFMAN, GUY W.	473629184	3914.00	.00	.0000
01	01	SHAPIRO, JEROME L.	474642400	4,000.00	150.00	3.7500
01	01	SKIPSEQ, TEST	1000000001	.00	.00	.0000

NON HIGHLY PAID AVERAGE ADP:				1.6981		
HIGHLY PAID AVERAGE ADP:				.1422		
1.25 X NON HIGHLY PAID AVERAGE ADP:				2.1226	TEST PASSED	
2 X NON HIGHLY PAID AVERAGE ADP:				3.3962		
NON HIGHLY PAID AVERAGE ADP + 2 PERCENTAGE PTS:				1.7181	TEST PASSED	

This table includes the runtime variables for 401(k) reports. These variables can be used with any of these 401(k) report models.

Report Name/Series	Run Time Variable	Run Time Select
Prohibited Group Audit Report HR-PROHIBITED-GROUP-REPORT	HIGH-PAID-INDEXED-AMOUNT TOP- 20-PCT-INDEXED-AMOUNT OFFICER-INDEXED-AMOUNT	EMP-CONTROL-LEVELS-1-2- GROUP
Qualified Coverage Test HR-QUALIFIED-COVERAGE-TEST	None	
401 (k) Limit Calculations HR-401K-DOE-LIMIT-CALCULATIONS	FED-EMP-401K-PRE-TAX-LIMIT	EMP-CONTROL-LEVELS-1-2- GROUP
Minimum COVERAGE Test HR-MINIMUM-COVERAGE-TEST	None	EMP-CONTROL-LEVELS-1-2GROUP
Pre-1987 401(k) Compliance HR-PRE1987-401K-REPORT	None	EMP-CONTROL-LEVELS-1-2- GROUP

Purpose

Provides a report model for performing the 401(k) ADP (Actual Deferral Percentage) Test in accordance with the Tax Reform Act of 1986, IRC 401(k) (3) as amended by TRA Sec. 1116(a), (e).

Dataframe

HRUSTAX

Report Series

HR-1987-401K-REPORT

Report

HR401K

Sort

EMP-STATUS-2-INDICATOR* (or any field used to identify high-paid employees versus non-highly paid employees)

EMP-LEVEL-1
EMP-LEVEL-2
EMP-NUMBER

Explanation

*This report model assumes that you have identified every employee as highly-paid or non-highly paid as defined by the Tax Reform Act of 1986. The report model uses the employee status-2 indicator with 1 for highly-paid and 2 for non-highly paid. Any Employee Master File field can be used for this purpose by changing the name in the I.E. report. Instructions for customizing this report to test your 401(k) plan are provided throughout the report.

Note: The Regulations have not been published. The current basis for the test is on elective deferrals only. The ADP Test is based on the plan year. The ADP for the highly-paid must be equal to or less than 125% of the ADP for the lowest-paid, or the lesser of 200% of the lowest-paid ADP, or this ADP plus 2 points.

401(k) Limit Calculations

DATE: 11/04/1997		401(K) LIMIT CALCULATION REPORT				PAGE: 1	
L1	L2	EMPE NUMBER	EMPLOYEE NAME	ANNUAL SALARY			
---	---	---	---	---			
AK	WA			.00	PRE-TAX MAXIMUM:	.00	MAXIMUM PERMIT CONTRIB: .00
					PRE-TAX DOE YTD :	.00	MAXIMUM EMPLOYER MATCH: .00
					PRE-TAX LIMIT :	.00	
					POST-TAX DOE YTD:	.00	
					POST-TAX LIMIT :	.00	
AL	WA	1692	, SCHUSTER, CAROLE S.	26,000.00	PRE-TAX MAXIMUM:	.00	MAXIMUM PERMIT CONTRIB: 6,500.00
					PRE-TAX DOE YTD :	.00	MAXIMUM EMPLOYER MATCH: .00
					PRE-TAX LIMIT :	.00	
					POST-TAX DOE YTD:	.00	
					POST-TAX LIMIT :	6,500.00	
AL	WA	1694	, SCOTT, DAVID	26,000.00	PRE-TAX MAXIMUM:	.00	MAXIMUM PERMIT CONTRIB: 6,500.00
					PRE-TAX DOE YTD :	.00	MAXIMUM EMPLOYER MATCH: .00
					PRE-TAX LIMIT :	.00	
					POST-TAX DOE YTD:	.00	
					POST-TAX LIMIT :	6,500.00	
AL	WA	1696	, SHAPIRO, JEROME L.	2,600.00	PRE-TAX MAXIMUM:	.00	MAXIMUM PERMIT CONTRIB: 650.00
					PRE-TAX DOE YTD :	.00	MAXIMUM EMPLOYER MATCH: .00
					PRE-TAX LIMIT :	.00	
					POST-TAX DOE YTD:	.00	
					POST-TAX LIMIT :	650.00	
AL	WA	1698	, SHEAY, WILLIAM T.	2,600.00	PRE-TAX MAXIMUM:	.00	MAXIMUM PERMIT CONTRIB: 650.00
					PRE-TAX DOE YTD :	.00	MAXIMUM EMPLOYER MATCH: .00
					PRE-TAX LIMIT :	.00	
					POST-TAX DOE YTD:	.00	
					POST-TAX LIMIT :	650.00	
AL	WA	1700	, SHIVERS, CLIFTON W.	2,600.00	PRE-TAX MAXIMUM:	.00	MAXIMUM PERMIT CONTRIB: 650.00
					PRE-TAX DOE YTD :	.00	MAXIMUM EMPLOYER MATCH: .00
					PRE-TAX LIMIT :	.00	
					POST-TAX DOE YTD:	.00	
					POST-TAX LIMIT :	650.00	
AL	WA	1702	, SKIPSEQ, TEST	2,600.00	PRE-TAX MAXIMUM:	.00	MAXIMUM PERMIT CONTRIB: 650.00
					PRE-TAX DOE YTD :	.00	MAXIMUM EMPLOYER MATCH: .00
					PRE-TAX LIMIT :	.00	
					POST-TAX DOE YTD:	.00	
					POST-TAX LIMIT :	650.00	

Purpose

Provides a *model* for calculating employee pre-tax contributions, employer-paid contributions, and employee after-tax contributions to ensure that the employee remains within the limits established by the Tax Reform Act of 1986-IRC SEC 402(G) added by TRA SEC 1105.

Dataframe

HRPYRL

HRTRANS (output)

Report Series

HR-401K-DOE-LIMIT-CALCULATIONS

Report

DOE-401K

Sort

EMP-LEVEL-1
EMP-LEVEL-2
EMP-NAME-LAST-NAME-FIRST

Explanation

This report model assumes that the employee/employer elective percentage for pre- and post-tax 401(k) contributions were entered for each deduction. This model checks for the maximum federal 401(k) pre-tax employee contribution, calculates a yearly employer contribution, and makes sure all contributions are not in excess of the \$30,000 (or 25% of annual salary) limits that are imposed on a tax year basis. A run-time variable is provided for the current federally mandated 401(k) employee pre-tax limit.

Minimum Coverage Test - Qualified Retirement Plans

DATE: 11/04/1997			MINIMUM COVERAGE TEST				PAGE: 1			
			QUALIFIED PLANS							
							* * PLAN IDS * *			
LEVEL	LEVEL	EMPLOYEE								
1	2	NUMBER	EMPLOYEE NAME	ABC	STD	LTD	401	SIM	PS1	
AL	WA	1010	KENNYS, DAVE	ALWA1010						
AL	WA	1012	CHILDS, MARCUS	ALWA1012						
AL	WA	1014	WRIGHT, MARY	ALWA1014						
AL	WA	1016	HARMON, ALTHIA	ALWA1016						
AL	WA	1018	WALKER-FELTON, SAMMUA	ALWA1018						
AL	WA	1020	WELL, NAME MORE HTAN22C	ALWA1020						
AL	WA	1022	H, JOHN	ALWA1022						
AL	WA	1024	EVERMAN, JR. LESLIE	ALWA1024						
AL	WA	1026	WARD, III. JACKIE	ALWA1026						
AL	WA	1028	NEWMAN, SR. MERLIN	ALWA1028						
AL	WA	1030	HYSMITH, II. KERRY	ALWA1030						
AL	WA	1032	TEDDLIE, CARL JR.	ALWA1032						
AL	WA	1034	GASTON, STEPHEN SR.	ALWA1034						
AL	WA	1036	MADDOX, ROSAYN III	ALWA1036						
AL	WA	1038	PARKER, ROULLE II	ALWA1038						
AL	WA	1040	VELIA, MERIAN W.	ALWA1040						
AL	WA	1042	ZAVIER, MARY-KATHERIN	ALWA1042						
AL	WA	1044	WOOTLEY, L. FRANCISCO	ALWA1044						
AL	WA	1046	LESLIE, PAMELA	ALWA1046						
AL	WA	1048	OYOUSLY, EMILY	ALWA1048						
AL	WA	1050	DERANEY, PHILLIP	ALWA1050						
AL	WA	1052	ENGLES, THOMAS	ALWA1052						
AL	WA	1054	MOGILL, JOANNE	ALWA1054						
AL	WA	1056	CARBINE, LUCIA	ALWA1056						
AL	WA	1058	BARRETT, CREG	ALWA1058						
AL	WA	1060	STOUFFER, CINDY	ALWA1060						
AL	WA	1062	CRAIG, ALVIN	ALWA1062						
AL	WA	1064	MIDDLE, JON	ALWA1064						
AL	WA	1066	MCLEARY, TERESA	ALWA1066						
AL	WA	1068	CARSON, SHARON	ALWA1068						
AL	WA	1070	BAKER, HELEN	ALWA1070						
AL	WA	1072	NELSON, LIZ	ALWA1072						

Purpose

Tests whether your plans discriminate against non-highly paid employees.

Dataframe

HRDOES

Report Series

HR-MINIMUM-COVERAGE-TEST

Report

MINCOVR

Sort

EMP-LEVEL-1
EMP-LEVEL-2
EMP-NUMBER

Explanation

To create this report, you can use the following RUN statement which contains the RUN-TIME SELECT for EMP-CONTROL-LEVELS-1-2-GROUP:

```
RUN HR-MINIMUM-COVERAGE-TEST  
SELECT EMP-CONTROL-LEVELS-1-2-GROUP L1/L2
```

This RUN statement enables you to select specific level 1-level 2 combinations and improve run time efficiency. This SELECT may be used in any Payroll/Personnel report series that processes the Employee Master File.

PRE-1987 401(k) Compliance

401K COMPLIANCE		L1 - TN SYSTEM TEST ORG TNRB		X	PAGE 17	
HIGHER 1/3 EMPLOYEES		L2 - RB US COMBINED, W2/1099R IABR REL			DATE: 11/04/1997	
EMPLOYEE NUMBER	EMPLOYEE NAME	YTD PLAN COMPENSATION	YTD 401K DEFERRAL	DEFERRAL PERCENT		
7078	TERRY, KIMBERLY TNRB7078	23,258.20	.00	.0000		
7036	IVEY, RAQUEL J. TNRB7036	20,103.58	.00	.0000		
7046	MILLS, GERALDINE B. TNRB7046	18,200.70	.00	.0000		
7072	ORLAND, LOTTIE TNRB7072	17,187.80	.00	.0000		
7084	ZSMITH, MERDITH TNRB7084	15,126.44	.00	.0000		
7082	WARE, JOHNNY TNRB7082	14,893.90	.00	.0000		
7074	ORLAND, MARY TNRB7074	14,174.44	.00	.0000		
7076	PERRY, MARTIN TNRB7076	14,174.44	.00	.0000		
401K COMPLIANCE		L1 - TN SYSTEM TEST ORG TNRB		X	PAGE 18	
LOWER 2/3 EMPLOYEES		L2 - RB US COMBINED, W2/1099R IABR REL			DATE: 11/04/1997	
EMPLOYEE NUMBER	EMPLOYEE NAME	YTD PLAN COMPENSATION	YTD 401K DEFERRAL	DEFERRAL PERCENT		
7104	GROSS, GENE TNRB7104	9,356.20	.00	.0000		
7028	GREGORY, NANCY TNRB7028	9,278.78	.00	.0000		
7034	IVEY, MARIAN-LENORA TNRB7034	9,278.78	.00	.0000		
7040	KARLAND, BETTY LOUISE TNRB7040	9,278.78	.00	.0000		
7042	KARLAND, GLORIA TNRB7042	9,278.78	.00	.0000		
7026	FLAIR, REGINIA S. TNRB7026	8,666.28	.00	.0000		
401K COMPLIANCE		L1 - TN SYSTEM TEST ORG TNRB		X	PAGE 19	
EMPLOYEE TOTALS		L2 - RB US COMBINED, W2/1099R IABR REL			DATE: 11/04/1997	
EMPLOYEE NUMBER	EMPLOYEE NAME	YTD PLAN COMPENSATION	YTD 401K DEFERRAL	DEFERRAL PERCENT		
TOTALS FOR RB						
HIGHER 1/3	COUNT 16	TOTAL 224,988.82	.00			
		AVERAGE 14,061.80	.00	.0000		
LOWER 2/3	COUNT 32	TOTAL 212,983.82	.00			
		AVERAGE 6,655.74	.00	.0000		
		LOWER 2/3 AVERAGE DEFERRAL PERCENT TIMES 1.5		.0000		
		IN COMPLIANCE (YES OR NO)?		*** YES ***		
		*** END OF REPORT HR401K ***				
DATE: 11/04/1997		SYSTEM MAINTENANCE LISTING		PAGE 1		
TIME: 09:40:40		INFORMATION EXPERT RELEASE IE960100				

SYSTEM DEVL						
SIGNON IEUSER						
OPTION DATE=OPTION('MM/DD/YYYY')						
RUN HR-PRE1987-401K-REPORT;						
SELECT EMP-CONTROL-LEVELS-1-2-GROUP 'ALWA' 'TNRB'						

Purpose

Provides 401(k) nondiscrimination test for the higher one-third and lower two-thirds of employees. The report determines whether your organization is in compliance and displays a yes or no answer on the last page.

Dataframe

HRUSTAX

Report Series

HR-PRE1987-401K-REPORT

Report

HR401K

Sort

EMP-LEVEL-1
EMP-LEVEL-2
EMP-YTD-TOT-EARNINGS Descending
EMP-NAME-LAST-NAME-FIRST

Explanation

Plan compensation earnings DOE codes and plan contribution deduction DOE codes should be entered in the following IF commands:

IF EMP-DOE-CODE EQ 01 OR 05

OTHER-YTD-EARNINGS (9p2) = EMP-YTD-DOE-AMT

END

IF EMP-DOE-CODE EQ 88

YTD-CONTRIBUTION (9p2) = EMP-YTD-DOE-AMT

For the integrity of the 401(k) report, we recommend you change the selection criteria only as necessary for your plan. Do not change the 401(k) Report Specification Section of the commands.

EEA Form 1 - Report Summary

HUMAN RESOURCES		EMPLOYMENT EQUITY		FORM 1	
DEVELOPMENT CANADA		EMPLOYER IDENTIFICATION REPORT SUMMARY AND CERTIFICATION OF ACCURACY			
IDENTIFICATION:					
FULL LEGAL NAME		COMMON OR BUSINESS NAME			
(1) GEAC COMPUTER SERVICES		(2) GEAC			
ADDRESS OF PRINCIPAL PLACE OF BUSINESS		MAILING ADDRESS			
(3) 5770 HURONIARIO STREET 9TH F		(4) 5770 HURONIATIO STREET 9TH F			
LOOR, SUITE 900		LOOR, SUITE 900			
MISSISSAUGA, ON M5R 3G5		MISSISSAUGA, ON M5R 3G5			
NAME OF CHIEF EXECUTIVE OFFICER OF EMPLOYER		NAME OF OFFICER RESPONSIBLE FOR EMPLOYMENT EQUITY			
(5) Z. DOUGLAS		(7) W. THOMAS			
POSITION TITLE		POSITION TITLE		AREA CODE/TELEPHONE NUMBER	
(6) CHIEF EXECUTIVE OFFI		(8) MANAGER, HR		(9) 303 840 9024	
INDUSTRIAL SECTORS					
		NO.OF EMPLOYEES	(17) DESIGNATED CMA	(18) PROVINCES/TERRITORIES	
INDUSTRIAL SECTOR 1					
(10) MANUFACTURING-MACHINE INDUSTRY		8	CALGARY 1	ONT.	0
INDUSTRIAL SECTOR 2			EDMONTON 0	QUE.	8
(11)		0	HALIFAX 0	N.S.	0
INDUSTRIAL SECTOR 3 (12)		0	MONTREAL 2	N.B.	0
INDUSTRIAL SECTOR 4 (13)		0	REGINA 0	MAN.	
		0	TORONTO 4	B.C.	0
			VANCOUVER 0	P.E.I.	0
EMPLOYMENT STATUS CATEGORIES					
(14)	(15)	(16)			
NUMBER OF	NUMBER OF	NUMBER OF			
PERMANENT	PERMANENT	TEMPORARY	WINNIPEG 1	SASK.	0
FULL-TIME	PART-TIME	EMPLOYEES		ALTA.	0
EMPLOYEES	EMPLOYEES		(19) TOTAL EMPLOYEES		
			IN CANADA		
19	17	2	8	Nfld.	0
				YKN.	0
				N.W.T.	0
CERTIFICATE OF ACCURACY					
(20)					
I, (NAME) _____, HEREBY CERTIFY ON BEHALF OF (LEGAL NAME OF EMPLOYER) _____, THAT THE					
INFORMATION CONTAINED IN FORMS 1 TO 6 OF THIS REPORT IS TRUE AND ACCURATE IN EVERY RESPECT, TO THE BEST OF MY KNOWLEDGE AND BELIEF.					
DATE: _____		SIGNATURE: _____			

```

** I M P O R T A N T **
*
*
* BEFORE RUNNING THE REPORT SERIES FOR FORMS 2 THROUGH 6, COMPLETE THE FOLLOWING STEPS.
*
*
* (1) CALCULATE TEMPORARY EMPLOYEE REPRESENTATION
*
* PART C OF FORMS 2,3,4,5 AND 6 ARE COMPLETED ONLY IF TEMPORARY EMPLOYEES CONSTITUTE 20% OR MORE OF YOUR
* TOTAL WORKFORCE (PERMANENT + TEMPORARY + CASUAL + SUMMER STUDENTS) AT ANY TIME DURING THE REPORTING
* PERIOD. TO DETERMINE IF PART C IS REQUIRED YOU MAY WISH TO USE THE FOLLOWING SUGGESTED METHODS.
*
* (A) IF YOU KNOW THAT YOUR TEMPORARY POPULATION IS LARGE IN RELATION TO YOUR TOTAL WORKFORCE, NO
* CALCULATION MAY BE NECESSARY.
*
* (B) IF YOUR REPORTING UNIT PEAK DATE IS EQUAL TO YOUR TEMPORARY PEAK DATE, COMPARE THE VALUES IN BOX 16 & 19.
*
* (C) IF EMPLOYMENT HAS REMAINED CONSTANT THROUGHOUT THE REPORTING PERIOD, COMPARE THE VALUE IN BOX 16 TO YOUR
* TOTAL WORK FORCE ON DEC. 31 OF THE REPORTING PERIOD.
*
* NOTE: IF YOU DETERMINE THAT PART C OF ANY FORM IS NOT REQUIRED, THE FORM IS PRODUCED AS 'NOT APPLICABLE' .
* SEE EACH REPORT SERIES FOR SPECIAL INSTRUCTIONS.
*
* (2) CALCULATE PROVINCIAL REPRESENTATION
*
* WITHIN EACH REPORTING UNIT AND INDUSTRIAL SECTOR, A SEPARATE FORM IS REQUIRED FOR EACH PROVINCE EMPLOYING
* 100 OR MORE EMPLOYEES. THIS REQUIREMENT APPLIES TO FORMS 2 THROUGH 6 FOR PERMANENT EMPLOYEES AND
* FORMS 2 AND 3 FOR TEMPORARY EMPLOYEES.
*
* IF YOU REPORT IN ONE INDUSTRIAL SECTOR, THE VALUES IN BOX 18 WILL DETERMINE WHICH PROVINCIAL FORMS ARE REQUIRED.
*
* IF YOU REPORT IN MORE THAN ONE INDUSTRIAL SECTOR, CALCULATE FOR EACH SECTOR, THE NUMBER OF EMPLOYEES
* IN EACH PROVINCE.
*
* NOTE: IF YOU DETERMINE THAT A PROVINCIAL FORM IS NOT REQUIRED, THE FORM IS PRODUCED AS 'NOT APPLICABLE' .
* SEE EACH REPORT SERIES FOR SPECIAL INSTRUCTIONS.
*
* (3) CALCULATE CMA REPRESENTATION
*
* WITHIN EACH REPORTING UNIT AND INDUSTRIAL SECTOR, FORM 2 PART A AND B IS COMPLETED FOR EACH CMA EMPLOYING
* 100 OR MORE EMPLOYEES. THIS REQUIREMENT DOES NOT APPLY TO ANY OTHER FORM.
*
* IF YOU REPORT IN ONE INDUSTRIAL SECTOR, THE VALUES IN BOX 17 WILL DETERMINE WHICH CMA FORMS ARE REQUIRED.
*
* IF YOU REPORT IN MORE THAN ONE INDUSTRIAL SECTOR, CALCULATE FOR EACH SECTOR, THE NUMBER OF EMPLOYEES
* IN EACH CMA.
*
* NOTE: IF YOU DETERMINE THAT A CMA FORM IS NOT REQUIRED, THE FORM IS PRODUCED AS 'NOT APPLICABLE' .
* SEE EACH REPORT SERIES FOR SPECIAL INSTRUCTIONS.
*

```

Purpose

To provide employer identification for Employment Equity Reporting and summarize the total number of persons employed by employment status, industrial sector and geographic location. This report also includes a certification of the accuracy of the data in this report and all other Employment Equity Reports.

Dataframe

HREEA

Report Series

HR-EEA-FORM-1

Report

FORM-1

Sort

EMP-EEA-INDST-SECTOR-CODE

Explanation

This report is the first of six Canadian Employment Equity Reports. Form 1 must be the first report produced because its output will assist in determining which of the remaining reports will be completed. The second page of this report provides guidelines to follow before producing the remaining forms. The report is produced in English or French based on the language established for the reporting unit.

This report is produced for one reporting unit at a time, which is specified as a run time select. The form is structured so that a maximum of four industrial sectors for one reporting unit can be included in the report. The industrial sectors to be included are specified as run time variables. The count for total employees, industrial sectors and geographic locations make use of a peak employment date for the reporting unit. This date is entered as a run time variable. The RUN statement used to produce this report is as follows:

RUN HR-EEA-FORM-1

```
VARIABLE INDUSTRIAL-SECTOR-1 XXXXXX  
VARIABLE INDUSTRIAL-SECTOR-2 XXXXXX  
VARIABLE INDUSTRIAL-SECTOR-3 XXXXXX  
VARIABLE INDUSTRIAL-SECTOR-4 XXXXXX  
VARIABLE REPORTING-UNIT-PEAK-DATE MM/DD/YYYY  
SELECT EMP-EEA-REPORTING-UNIT-CODE XXXXXX
```

Note: To comply with reporting requirements, this report must be run using a year-end Employee Master File.

EEA Form 2 - National/Province/CMA/Warnings

HUMAN RESOURCES DEVELOPMENT CANADA			PAGE: 1			OCCUPATIONAL GROUPS: PERMANENT FULL-TIME EMPLOYEES			FORM 2 PART A			REPORTING PERIOD: 1998		
NAME OF BUSINESS: GEAC			INDUSTRIAL SECTOR: MANUFACTURING-MACHINE INDUSTRY			PROVINCE/TERRITORY: QUE.			DESIGNATED CMA: CALGARY					
OCCUPATIONAL GROUPS	TOP AND BOTTOM OF SALARY RANGE	Q U A R T E R	ALL EMPLOYEES			ABORIGINAL PEOPLES			PERSONS WITH DISABILITIES			MEMBERS OF VISIBLE MINORITIES		
			TOTAL NUMBER	MEN	WOMEN	TOTAL NUMBER	MEN	WOMEN	TOTAL NUMBER	MEN	WOMEN	TOTAL NUMBER	MEN	WOMEN
	COL.1		COL.2	COL.3	COL.4	COL.5	COL.6	COL.7	COL.8	COL.9	COL.10	COL.11	COL.12	COL.13
SENIOR MANAGERS	N/A													
	\$55,000 -	4	1	1	0	0	0	0	0	0	0	1	1	0
MIDDLE AND OTHER MANAGERS	\$59,999	3	1	1	0	0	0	0	0	0	0	0	0	0
	\$50,000 -	2	0	0	0	0	0	0	0	0	0	0	0	0
PROFESSIONALS	\$54,999	1	1	0	1	0	0	0	1	0	1	0	0	0
	N/A													
SEMI-PROFESSIONALS AND TECHNICIANS	N/A													
	\$45,000 -	4	0	0	0	0	0	0	0	0	0	0	0	0
SUPERVISORS	\$49,999	3	0	0	0	0	0	0	0	0	0	0	0	0
	\$45,000 -	2	0	0	0	0	0	0	0	0	0	0	0	0
	\$49,999	1	1	0	1	0	0	0	0	0	0	0	0	0
	\$30,000 -	4	0	0	0	0	0	0	0	0	0	0	0	0
SUPERVISORS:	\$34,999	3	0	0	0	0	0	0	0	0	0	0	0	0
CRAFTS AND TRADES	\$30,000 -	2	0	0	0	0	0	0	0	0	0	0	0	0
	\$34,999	1	1	1	0	0	0	0	0	0	0	1	1	0
	\$35,000 -	4	0	0	0	0	0	0	0	0	0	0	0	0
ADMINISTRATIVE AND SENIOR CLERICAL PERSONNEL	\$39,999	3	0	0	0	0	0	0	0	0	0	0	0	0
	\$35,000 -	2	0	0	0	0	0	0	0	0	0	0	0	0
	\$39,999	1	1	1	0	0	0	0	1	1	0	0	0	0

HUMAN RESOURCES DEVELOPMENT CANADA			PAGE: 2			OCCUPATIONAL GROUPS: PERMANENT FULL-TIME EMPLOYEES			FORM 2 PART A			REPORTING PERIOD: 1998		
NAME OF BUSINESS: GEAC			INDUSTRIAL SECTOR: MANUFACTURING-MACHINE INDUSTRY			DESIGNATED CMA: CALGARY			REPORTING PERIOD: 1998					
PROVINCE/TERRITORY: QUE.			ALL EMPLOYEES			ABORIGINAL PEOPLES			PERSONS WITH DISABILITIES			MEMBERS OF VISIBLE MINORITIES		
OCCUPATIONAL GROUPS	TOP AND BOTTOM OF SALARY RANGE	Q U A R T E R	TOTAL NUMBER	MEN	WOMEN	TOTAL NUMBER	MEN	WOMEN	TOTAL NUMBER	MEN	WOMEN	TOTAL NUMBER	MEN	WOMEN
	COL.1		COL.2	COL.3	COL.4	COL.5	COL.6	COL.7	COL.8	COL.9	COL.10	COL.11	COL.12	COL.13
SKILLED SALES AND SERVICE PERSONNEL	N/A													
SKILLED CRAFTS AND TRADES WORKERS	N/A													
CLERICAL PERSONNEL	N/A													
INTERMEDIATE SALES AND SERVICE PERSONNEL	N/A													
SEMI-SKILLED MANUAL WORKERS	N/A													
OTHER SALES AND SERVICE PERSONNEL	N/A													
OTHER MANUAL WORKERS	N/A													
TOTAL NUMBER EMPLOYEES			6	4	2	0	0	0	2	1	1	2	2	0

HUMAN RESOURCES DEVELOPMENT CANADA			PAGE: 1			OCCUPATIONAL GROUPS: TEMPORARY EMPLOYEES			FORM 2 PART C			INDUSTRIAL SECTOR: MANUFACTURING-MACHINE INDUSTRY			REPORTING PERIOD: 1998		
NAME OF BUSINESS: GEAC NATIONAL																	
OCCUPATIONAL GROUPS	TOP AND BOTTOM OF SALARY RANGE	Q U A R T E R	ALL EMPLOYEES			ABORIGINAL PEOPLES			PERSONS WITH DISABILITIES			MEMBERS OF VISIBLE MINORITIES					
			TOTAL NUMBER	MEN	WOMEN	TOTAL NUMBER	MEN	WOMEN	TOTAL NUMBER	MEN	WOMEN	TOTAL NUMBER	MEN	WOMEN			
	COL.1		COL.2	COL.3	COL.4	COL.5	COL.6	COL.7	COL.8	COL.9	COL.10	COL.11	COL.12	COL.13			
SENIOR MANAGERS	N/A																
	\$50,000 -	4	0	0	0	0	0	0	0	0	0	0	0	0			
MIDDLE AND OTHER MANAGERS	\$54,999	3	0	0	0	0	0	0	0	0	0	0	0	0			
	\$50,000 -	2	0	0	0	0	0	0	0	0	0	0	0	0			
	\$54,999	1	2	1	1	0	0	0	1	0	1	0	0	0			
PROFESSIONALS	N/A																
SEMI-PROFESSIONALS AND TECHNICIANS	N/A																
SUPERVISORS	N/A																
SUPERVISORS: CRAFTS AND TRADES	N/A																
ADMINISTRATIVE AND SENIOR CLERICAL PERSONNEL	N/A																

HUMAN RESOURCES DEVELOPMENT CANADA			PAGE: 2			OCCUPATIONAL GROUPS: TEMPORARY EMPLOYEES			FORM 2 PART C			INDUSTRIAL SECTOR: MANUFACTURING-MACHINE INDUSTRY			REPORTING PERIOD: 1998		
NAME OF BUSINESS: GEAC NATIONAL			Q U A R T E R			ALL EMPLOYEES			ABORIGINAL PEOPLES			PERSONS WITH DISABILITIES			MEMBERS OF VISIBLE MINORITIES		
OCCUPATIONAL GROUPS	TOP AND BOTTOM OF SALARY RANGE	COL.1	TOTAL NUMBER	MEN	WOMEN	TOTAL NUMBER	MEN	WOMEN	TOTAL NUMBER	MEN	WOMEN	TOTAL NUMBER	MEN	WOMEN			
			COL.2	COL.3	COL.4	COL.5	COL.6	COL.7	COL.8	COL.9	COL.10	COL.11	COL.12	COL.13			
SKILLED SALES AND SERVICE PERSONNEL	N/A																
SKILLED CRAFTS AND TRADES WORKERS	N/A																
CLERICAL PERSONNEL	N/A																
INTERMEDIATE SALES AND SERVICE PERSONNEL	N/A																
SEMI-SKILLED MANUAL WORKERS	N/A																
OTHER SALES AND SERVICE PERSONNEL	N/A																
OTHER MANUAL WORKERS	N/A																
TOTAL NUMBER EMPLOYEES			2	1	1	0	0	0	1	0	1	0	0	0			

Purpose

To report the number of employees in each reporting unit and industrial sector by occupational group and salary ranges.

Form 2 is produced in three parts:

- Part A for permanent full-time employees
- Part B for permanent part-time employees
- Part C for temporary employees.

Dataframe

HREEA

Report Series

HR-EEA-FORM-2-PART-A
HR-EEA-FORM-2-PART-B
HR-EEA-FORM-2-PART-C

Each of the above report series contains one or more of the following report requests.

Report

NATIONAL
PROVINCE
CMA
WARNINGS

Sort

Types

NATIONAL

EMP-EEA-REPORTING-UNIT-CODE
EMP-EEA-INDST-SECTOR-CODE
OCCUP-CATEGORY
REC-TYPE
EMP-EEA-SALARY DESCENDING

PROVINCE

EMP-EEA-REPORTING-UNIT-CODE
EMP-EEA-INDST-SECTOR-CODE
EMP-PROVINCE
OCCUP-CATEGORY
REC-TYPE
EMP-EEA-SALARY DESCENDING

CMA

EMP-EEA-REPORTING-UNIT-CODE
EMP-EEA-INDST-SECTOR-CODE
EMP-PROVINCE
EMP-EEA-CMA-CODE
OCCUP-CATEGORY
REC-TYPE
EMP-EEA-SALARY DESCENDING

WARNINGS

EMP-LEVEL-1
EMP-LEVEL-2
EMP-NUMBER

Explanation

The National reports include totals for all employees across Canada in the appropriate employment status. A form is produced for each industrial sector within each reporting unit in the language of the parent reporting unit.

The reporting year is entered as a run time variable.

OCCUP-CATEGORY is a value of 1-14, determined in the report series from each employee's NOC (National Occupational Classification) Code.

The report series for Parts A and B (permanent full-time and permanent part-time employees) include a Province report which is produced for each province and/or territory entered as a run time select in EMP-PROVINCE.

The report series for Parts A and B (permanent full-time and permanent part-time employees) also include a CMA report which is produced for each CMA entered as a run time select in EMP-EEA-CMA-CODE.

The Warnings report lists employees who do not have a valid NOC (National Occupational Classification) Code.

The RUN statement used to execute a report series for Form 2 is as follows:

```
RUN HR-EEA-FORM-2-PART-A
VARIABLE REPORT-YEAR 9999
VARIABLE BEGINNING-OF-YEAR MM/DD/YYYY
```

```
REPORT PROVINCE;
SELECT EMP-PROVINCE 99 99 99 99
```

```
REPORT CMA;
SELECT EMP-EEA-CMA-CODE XXX XXX XXX
```

Note: This report must be run using a year-end Employee Master File to comply with reporting requirements.

EEA Form 3 - National/Province

EMPLOYMENT AND IMMIGRATION CANADA				PAGE:		1							
SALARY SUMMARY: PERMANENT FULL-TIME EMPLOYEES										FORM 3			
										PART A			
NAME OF BUSINESS				INDUSTRIAL SECTOR				REPORTING PERIOD 1998					
NATIONAL													
SALARY	ALL EMPLOYEES			ABORIGINAL			DISABLED			VISIBLE MINORITY			
RANGES	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	
	COL.1	COL.2	COL.3	COL.4	COL.5	COL.6	COL.7	COL.8	COL.9	COL.10	COL.11	COL.12	
UNDER \$10,000:	N/A												
10,000 - \$14,999	N/A												
\$15,000 - \$17,499	N/A												
\$17,500 - \$19,999	N/A												
\$20,000 - \$22,499	N/A												
\$22,500 - \$24,999	N/A												
\$25,000 - \$27,499	N/A												
\$27,500 - \$29,999	N/A												
\$30,000 - \$34,999	N/A												
\$35,000 - \$39,999	N/A												
\$40,000 - \$49,999	N/A												
\$50,000 - \$69,999	1	1	0	0	0	0	0	0	0	0	0	0	
\$70,000 AND OVER	N/A												
TOTAL NUMBER OF EMPLOYEES	1	1	0	0	0	0	0	0	0	0	0	0	

HUMAN RESOURCES DEVELOPMENT CANADA				PAGE: 1				FORM 3					
SALARY SUMMARY: PERMANENT FULL-TIME EMPLOYEES				PART A					1998				
NAME OF BUSINESS	GEAC	INDUSTRIAL SECTOR			MANUFACTURING-MACHINE INDUSTRY			REPORTING PERIOD			1998		
PROVINCE/TERRITORY	QUE.	ALL EMPLOYEES			ABORIGINAL PEOPLES			PERSONS WITH DISABILITIES			MEMBERS OF VISIBLE MINORITIES		
SALARY RANGES	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	
	COL.1	COL.2	COL.3	COL.4	COL.5	COL.6	COL.7	COL.8	COL.9	COL.10	COL.11	COL.12	
UNDER \$15,000:	N/A												
\$15,000 - \$19,999	N/A												
\$20,000 - \$24,999	N/A												
\$25,000 - \$29,999	4	2	2	0	0	0	0	0	0	0	0	0	
\$30,000 - \$34,999	3	1	2	1	1	0	0	0	0	0	0	0	
\$35,000 - \$37,499	N/A												
\$37,500 - \$39,999	N/A												
\$40,000 - \$44,999	1	0	1	0	0	0	0	0	0	0	0	0	
\$45,000 - \$49,999	4	1	3	0	0	0	0	0	0	1	0	1	
\$50,000 - \$59,999	2	2	0	0	0	0	1	1	0	0	0	0	
\$60,000 - \$69,999	1	0	1	0	0	0	1	0	1	0	0	0	
\$70,000 - \$84,999	2	0	2	0	0	0	0	0	0	1	0	1	
\$85,000 - \$99,999	2	1	1	1	1	0	0	0	0	1	0	1	
\$100,000 AND OVER	N/A												
TOTAL NUMBER OF EMPLOYEES	19	7	12	2	2	0	2	1	1	3	0	3	

HUMAN RESOURCES DEVELOPMENT CANADA							PAGE:		1					
SALARY SUMMARY: TEMPORARY EMPLOYEES							FORM 3 PART C							
NAME OF BUSINESS		GEAC		INDUSTRIAL SECTOR			MANUFACTURING-MACHINE INDUSTRY							
NATIONAL								REPORTING PERIOD 1998						
		ALL		ABORIGINAL			PERSONS WITH			MEMBERS OF				
SALARY		EMPLOYEES		PEOPLES			DISABILITIES			VISIBLE MINORITIES				
RANGES		TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	
		COL.1	COL.2	COL.3	COL.4	COL.5	COL.6	COL.7	COL.8	COL.9	COL.10	COL.11	COL.12	
UNDER \$5,000		N/A												
\$5,000 - \$7,499		N/A												
\$7,500 - \$9,999		N/A												
\$10,000 - \$12,499		N/A												
\$12,500 - \$14,999		N/A												
\$15,000 - \$17,499		N/A												
\$17,500 - \$19,999		N/A												
\$20,000 - \$22,499		N/A												
\$22,500 - \$24,999		N/A												
\$25,000 - \$29,999		N/A												
\$30,000 - \$34,999		N/A												
\$35,000 - \$39,999		N/A												
\$40,000 - \$49,999		N/A												
\$50,000 AND OVER		2	1	1	0	0	0	1	0	1	0	0	0	
TOTAL NUMBER OF EMPLOYEES		2	1	1	0	0	0	1	0	1	0	0	0	

HUMAN RESOURCES DEVELOPMENT CANADA				PAGE: 1				FORM 3 PART C					
SALARY SUMMARY: TEMPORARY EMPLOYEES													
NAME OF BUSINESS	GEAC	INDUSTRIAL SECTOR			MANUFACTURING-MACHINE			INDUSTRY			REPORTING PERIOD 1998		
PROVINCE/TERRITORY	QUE.	ALL EMPLOYEES			ABORIGINAL PEOPLES			PERSONS WITH DISABILITIES			MEMBERS OF VISIBLE MINORITIES		
SALARY RANGES	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	
	COL.1	COL.2	COL.3	COL.4	COL.5	COL.6	COL.7	COL.8	COL.9	COL.10	COL.11	COL.12	
UNDER \$5,000:	N/A												
\$5,000 - \$7,499:	N/A												
\$7,500 - \$9,999:	N/A												
\$10,000 - \$12,499	N/A												
\$12,500 - \$14,999	N/A												
\$15,000 - \$17,499	N/A												
\$17,500 - \$19,999	N/A												
\$20,000 - \$22,499	N/A												
\$22,500 - \$24,999	N/A												
\$25,000 - \$29,999	N/A												
\$30,000 - \$34,999	N/A												
\$35,000 - \$39,999	N/A												
\$40,000 - \$49,999	N/A												
\$50,000 AND OVER	2	1	1	0	0	0	1	0	1	0	0	0	
TOTAL NUMBER OF EMPLOYEES	2	1	1	0	0	0	1	0	1	0	0	0	

Purpose

To report the number of employees in each reporting unit and industrial sector by designated group and salary range.

Form 3 is produced in three parts:

- Part A for permanent full-time employees
- Part B for permanent part-time employees
- Part C for temporary employees.

Dataframe

HREEA

Report Series

HR-EEA-FORM-3-PART-A
HR-EEA-FORM-3-PART-B
HR-EEA-FORM-3-PART-C

Each of the above report series contains one or more of the following report requests.

Report

NATIONAL
PROVINCE

Sort

Types

NATIONAL
EMP-EEA-REPORTING-UNIT-CODE
EMP-EEA-INDST-SECTOR-CODE
SUB

PROVINCE
EMP-EEA-REPORTING-UNIT-CODE
EMP-EEA-INDST-SECTOR-CODE
EMP-PROVINCE
SUB

Explanation

The National reports include totals for all employees across Canada in the appropriate employment status. A form is produced for each industrial sector within each reporting unit in the language of the parent reporting unit.

The reporting year is entered as a run time variable.

SUB is a work field which contains a number from 1 to 14 depending on the employee's salary. Thus, employees are sorted by the salary ranges needed for the report.

The Province reports are produced for Parts A and B only, for each province and/or territory entered on the run time select for the EMP-PROVINCE field. If no Provincial reports are required, this report request may be excluded in the RUN statement.

The RUN statement used to execute a report series for Form 3 is as follows:

```
RUN HR-EEA-FROM-3-PART-A  
VARIABLE REPORT-YEAR 9999
```

```
REPORT PROVINCE  
SELECT EMP-PROVINCE 99 99 99 99
```

Note: To comply with reporting requirements, this report must be run using a year-end Employee Master File.

EEA Form 4 - National/Province/Warnings

HUMAN RESOURCES DEVELOPMENT CANADA			PAGE: 1			FORM 4 PART A							
PERMANENT FULL TIME EMPLOYEES HIRED			INDUSTRIAL SECTOR			MANUFACTURING-MACHINE INDUSTRY			REPORTING PERIOD 1998				
NAME OF BUSINESS NATIONAL	GEAC	ALL EMPLOYEES	ABORIGINAL PEOPLES	PERSONS WITH DISABILITIES	MEMBERS OF VISIBLE MINORITIES								
OCCUPATIONAL GROUPS		TOTAL COL.1	MEN COL.2	WOMEN COL.3	TOTAL COL.4	MEN COL.5	WOMEN COL.6	TOTAL COL.7	MEN COL.8	WOMEN COL.9	TOTAL COL.10	MEN COL.11	WOMEN COL.12
SENIOR MANAGERS		1	0	1	0	0	0	0	0	0	1	0	1
MIDDLE AND OTHER MANAGERS		5	4	1	1	1	0	2	2	0	1	0	1
PROFESSIONALS		N/A											
SEMI-PROFESSIONALS AND TECHNICIANS		N/A											
SUPERVISORS		N/A											
SUPERVISORS: CRAFTS AND TRADES		N/A											
ADMINISTRATIVE AND SENIOR CLERICAL PERSONNEL		N/A											
SKILLED SALES AND SERVICE PERSONNEL		N/A											
SKILLED CRAFTS AND TRADES WORKERS		N/A											
CLERICAL PERSONNEL		N/A											
INTERMEDIATE SALES AND SERVICE PERSONNEL		N/A											
SEMI-SKILLED MANUAL WORKERS		N/A											
OTHER SALES AND SERVICE PERSONNEL		N/A											
OTHER MANUAL WORKERS		N/A											
TOTAL NUMBER OF EMPLOYEES HIRED		6	4	2	1	1	0	2	2	0	2	0	2

HUMAN RESOURCES DEVELOPMENT CANADA				PAGE: 1				FORM 4 PART A				
NAME OF BUSINESS		GEAC		PERMANENT FULL TIME EMPLOYEES HIRED		INDUSTRIAL SECTOR		MANUFACTURING-MACHINE INDUSTRY		REPORTING PERIOD 1998		
PROVINCE/TERRITORY		QUE. ALL EMPLOYEES		ABORIGINAL PEOPLES		PERSONS WITH DISABILITIES		MEMBERS OF VISIBLE MINORITIES				
OCCUPATIONAL GROUPS	TOTAL COL.1	MEN COL.2	WOMEN COL.3	TOTAL COL.4	MEN COL.5	WOMEN COL.6	TOTAL COL.7	MEN COL.8	WOMEN COL.9	TOTAL COL.10	MEN COL.11	WOMEN COL.12
SENIOR MANAGERS	1	0	1	0	0	0	0	0	0	1	0	1
MIDDLE AND OTHER MANAGERS	5	4	1	1	1	0	2	2	0	1	0	1
PROFESSIONALS	N/A											
SEMI-PROFESSIONALS AND TECHNICIANS	N/A											
SUPERVISORS	N/A											
SUPERVISORS: CRAFTS AND TRADES	N/A											
ADMINISTRATIVE AND SENIOR CLERICAL PERSONNEL	N/A											
SKILLED SALES AND SERVICE PERSONNEL	N/A											
SKILLED CRAFTS & TRADES WORKERS	N/A											
CLERICAL PERSONNEL	N/A											
INTERMEDIATE SALES AND SERVICE PERSONNEL	N/A											
SEMI-SKILLED MANUAL WORKERS	N/A											
OTHER SALES AND SERVICE PERSONNEL	N/A											
OTHER MANUAL WORKERS	N/A											
TOTAL NUMBER OF EMPLOYEES HIRED	6	4	2	1	1	0	2	2	0	2	0	2

EMPLOYMENT AND IMMIGRATION CANADA			PAGE: 1			FORM 4			PART A			
PERMANENT FULL TIME EMPLOYEES HIRED												
NAME OF BUSINESS			INDUSTRIAL SECTOR			REPORTING PERIOD			1998			
NATIONAL												
ALL EMPLOYEES			ABORIGINAL PEOPLES			PERSONS WITH DISABILITIES			MEMBERS OF VISIBLE MINORITIES			
OCCUPATIONAL GROUPS	TOTAL COL.1	MEN COL.2	WOMEN COL.3	TOTAL COL.4	MEN COL.5	WOMEN COL.6	TOTAL COL.7	MEN COL.8	WOMEN COL.9	TOTAL COL.10	MEN COL.11	WOMEN COL.12
UPPER-LEVEL MGRS.	1	1	0	0	0	0	0	0	0	0	0	0
MIDDLE/OTHER MGRS.	N/A											
PROFESSIONALS	N/A											
SEMI-PROF. & TECH.	N/A											
SUPERVISORS	N/A											
FOREMEN/WOMEN	N/A											
CLERICAL WORKERS	N/A											
SALES WORKERS	N/A											
SERVICE WORKERS	N/A											
SKILLED CRAFTS & TRADES	N/A											
SEMI-SKILLED MAN. WORKERS	N/A											
OTHER MANUAL WORKERS	N/A											
TOTAL NUMBER OF EMPLOYEES HIRED	1	1	0	0	0	0	0	0	0	0	0	0

HUMAN RESOURCES DEVELOPMENT CANADA				PAGE: 1				FORM 4 PART C				
TEMPORARY		EMPLOYEES HIRED		INDUSTRIAL SECTOR		MANUFACTURING-MACHINE		INDUSTRY		REPORTING PERIOD 1998		
NAME OF BUSINESS NATIONAL	GEAC	ALL EMPLOYEES		ABORIGINAL PEOPLES		PERSONS WITH DISABILITIES		MEMBERS OF VISIBLE MINORITIES				
OCCUPATIONAL GROUPS	TOTAL COL.1	MEN COL.2	WOMEN COL.3	TOTAL COL.4	MEN COL.5	WOMEN COL.6	TOTAL COL.7	MEN COL.8	WOMEN COL.9	TOTAL COL.10	MEN COL.11	WOMEN COL.12
SENIOR MANAGERS	N/A											
MIDDLE AND OTHER MANAGERS	3	1	2	0	0	0	2	0	2	0	0	0
PROFESSIONALS	N/A											
SEMI-PROFESSIONALS AND TECHNICIANS	N/A											
SUPERVISORS	N/A											
SUPERVISORS: CRAFTS AND TRADES	N/A											
ADMINISTRATIVE AND SENIOR CLERICAL PERSONNEL	N/A											
SKILLED SALES AND SERVICE PERSONNEL	N/A											
SKILLED CRAFTS AND TRADES WORKERS	N/A											
CLERICAL PERSONNEL	N/A											
INTERMEDIATE SALES AND SERVICE PERSONNEL	N/A											
SEMI-SKILLED MANUAL WORKERS	N/A											
OTHER SALES AND SERVICE PERSONNEL	N/A											
OTHER MANUAL WORKERS	N/A											
TOTAL NUMBER OF EMPLOYEES HIRED	3	1	2	0	0	0	2	0	2	0	0	0

Purpose

To report the number of employees hired in the reporting period for each reporting unit and industrial sector. The number of employees hired is totaled by occupational group and designated group within industrial sector and reporting unit.

Form 4 is produced in three parts:

- Part A for permanent full-time employees
- Part B for permanent part-time employees
- Part C for temporary employees.

Dataframe

HREEA

Report Series

HR-EEA-FORM-4-PART-A
HR-EEA-FORM-4-PART-B
HR-EEA-FORM-4-PART-C

Each of the above report series contains one or more of the following report requests.

Report

NATIONAL
PROVINCE
WARNINGS

Sort

Types

NATIONAL

EMP-EEA-REPORTING-UNIT-CODE
EMP-EEA-INDST-SECTOR-CODE
OCCUP-CATEGORY

PROVINCE

EMP-EEA-REPORTING-UNIT-CODE
EMP-EEA-INDST-SECTOR-CODE
EMP-PROVINCE
OCCUP-CATEGORY

WARNINGS

EMP-LEVEL-1
EMP-LEVEL-2
EMP-NUMBER

Explanation

The National reports include totals for all employees across Canada in the appropriate employment status. A form is produced for each industrial sector within each reporting unit in the language of its parent reporting unit.

The reporting year is entered as a run time variable. In determining if an employee was hired in the reporting period, the beginning date of the reporting period is required. This date is entered as a run time variable.

The report series for parts A and B (permanent full-time and permanent part-time employees) include a Province report. The Province report is produced for each province and/or territory entered as a run time select in EMP-PROVINCE. If no provincial reports are required, this report request may be excluded in the RUN statement.

The Warnings report lists employees who do not have a valid NOC (National Occupational Classification) code.

The RUN statement used to execute a report series for Form 4 is as follows:

```
RUN HR-EEA-FORM-4-PART-A  
VARIABLE REPORT-YEAR 9999  
VARIABLE BEGINNING-OF-YEAR MM/DD/YYYY
```

```
REPORT PROVINCE  
SELECT EMP-PROVINCE 99 99 99 99
```

Note: To comply with reporting requirements, this report must be run using a year-end Employee Master File.

EEA Form 5 - National/Province/Warnings

HUMAN RESOURCES DEVELOPMENT CANADA				PAGE: 1						FORM 5 PART A			
PERMANENT FULL TIME EMPLOYEES PROMOTED													
NAME OF BUSINESS	GEAC	INDUSTRIAL SECTOR					MANUFACTURING-MACHINE INDUSTRY						
NATIONAL							REPORTING PERIOD 1998						
OCCUPATIONAL GROUPS	ALL EMPLOYEES			ABORIGINAL PEOPLES			PERSONS WITH DISABILITIES			MEMBERS OF VISIBLE MINORITIES			
	TOTAL COL.1	MEN COL.2	WOMEN COL.3	TOTAL COL.4	MEN COL.5	WOMEN COL.6	TOTAL COL.7	MEN COL.8	WOMEN COL.9	TOTAL COL.10	MEN COL.11	WOMEN COL.12	
SENIOR MANAGERS		1	0	1	0	0	0	0	0	1	0	1	
MIDDLE AND OTHER MANAGERS		4	3	1	1	1	0	1	1	0	1	0	1
PROFESSIONALS	N/A												
SEMI-PROFESSIONALS AND TECHNICIANS	N/A												
SUPERVISORS	N/A												
SUPERVISORS: CRAFTS AND TRADES	N/A												
ADMINISTRATIVE AND SENIOR CLERICAL PERSONNEL	N/A												
SKILLED SALES AND SERVICE PERSONNEL	N/A												
SKILLED CRAFTS AND TRADES WORKERS	N/A												
CLERICAL PERSONNEL	N/A												
INTERMEDIATE SALES AND SERVICE PERSONNEL	N/A												
SEMI-SKILLED MANUAL WORKERS	N/A												
OTHER SALES AND SERVICE PERSONNEL	N/A												
OTHER MANUAL WORKERS	N/A												
TOTAL NUMBER OF EMPLOYEES PROMOTED		5	3	2	1	1	0	1	1	0	2	0	2
TOTAL NUMBER OF PROMOTIONS		5	3	2	1	1	0	1	1	0	2	0	2

HUMAN RESOURCES DEVELOPMENT CANADA				PAGE: 1						FORM 5 PART A		
PERMANENT FULL TIME EMPLOYEES PROMOTED												
NAME OF BUSINESS PROVINCE/TERRITORY		GEAC		INDUSTRIAL SECTOR			MANUFACTURING-MACHINE INDUSTRY			REPORTING PERIOD 1998		
OCCUPATIONAL GROUPS	QUE. ALL EMPLOYEES			ABORIGINAL PEOPLES			PERSONS WITH DISABILITIES			MEMBERS OF VISIBLE MINORITIES		
	TOTAL COL.1	MEN COL.2	WOMEN COL.3	TOTAL COL.4	MEN COL.5	WOMEN COL.6	TOTAL COL.7	MEN COL.8	WOMEN COL.9	TOTAL COL.10	MEN COL.11	WOMEN COL.12
SENIOR MANAGERS	1	0	1	0	0	0	0	0	0	1	0	1
MIDDLE AND OTHER MANAGERS	4	3	1	1	1	0	1	1	0	1	0	1
PROFESSIONALS	N/A											
SEMI-PROFESSIONALS AND TECHNICIANS	N/A											
SUPERVISORS	N/A											
SUPERVISORS: CRAFTS AND TRADES	N/A											
ADMINISTRATIVE AND SENIOR CLERICAL PERSONNEL	N/A											
SKILLED SALES AND SERVICE PERSONNEL	N/A											
SKILLED CRAFTS AND TRADES WORKERS	N/A											
CLERICAL PERSONNEL	N/A											
INTERMEDIATE SALES AND SERVICE PERSONNEL	N/A											
SEMI-SKILLED MANUAL WORKERS	N/A											
OTHER SALES AND SERVICE PERSONNEL	N/A											
OTHER MANUAL WORKERS	N/A											
TOTAL NUMBER OF EMPLOYEES PROMOTED	5	3	2	1	1	0	1	1	0	2	0	2
TOTAL NUMBER OF PROMOTIONS	5	3	2	1	1	0	1	1	0	2	0	2

HUMAN RESOURCES DEVELOPMENT CANADA			EMPLOYMENT AND IMMIGRATION CANADA			PAGE: 1						
			PERMANENT FULL TIME EMPLOYEES PROMOTED			FORM 5						
						PART A						
NAME OF BUSINESS			INDUSTRIAL SECTOR			REPORTING PERIOD 1998						
NATIONAL												
OCCUPATIONAL GROUPS	ALL EMPLOYEES			ABORIGINAL			PERSONS WITH DISABILITIES			MEMBERS OF VISIBLE MINORITIES		
	TOTAL COL.1	MEN COL.2	WOMEN COL.3	TOTAL COL.4	MEN COL.5	WOMEN COL.6	TOTAL COL.7	MEN COL.8	WOMEN COL.9	TOTAL COL.10	MEN COL.11	WOMEN COL.12
UPPER-LEVEL MGRS.	1	1	0	0	0	0	0	0	0	0	0	0
MIDDLE/OTHER MGRS.	N/A											
PROFESSIONALS	N/A											
SEMI-PROF. & TECH.	N/A											
SUPERVISORS	N/A											
FOREMEN/WOMEN	N/A											
CLERICAL WORKERS	N/A											
SALES WORKERS	N/A											
SERVICE WORKERS	N/A											
SKILLED CRAFTS & TRADES	N/A											
SEMI-SKILLED MAN. WORKERS	N/A											
OTHER MANUAL WORKERS	N/A											
TOTAL NUMBER OF EMPLOYEES PROMOTED	1	1	0	0	0	0	0	0	0	0	0	0
TOTAL NUMBER OF PROMOTIONS	1	1	0	0	0	0	0	0	0	0	0	0

HUMAN RESOURCES DEVELOPMENT CANADA				PAGE: 1				FORM 5 PART C					
		TEMPORARY		EMPLOYEES PROMOTED									
NAME OF BUSINESS NATIONAL		GEAC		INDUSTRIAL SECTOR			MANUFACTURING-MACHINE INDUSTRY						
							REPORTING PERIOD 1998						
		ALL		ABORIGINAL			PERSONS WITH			MEMBERS OF			
OCCUPATIONAL		EMPLOYEES		PEOPLES			DISABILITIES			VISIBLE MINORITIES			
GROUPS		TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN
		COL.1	COL.2	COL.3	COL.4	COL.5	COL.6	COL.7	COL.8	COL.9	COL.10	COL.11	COL.12
SENIOR MANAGERS		N/A											
MIDDLE AND OTHER MANAGERS		2	1	1	0	0	0	1	0	1	0	0	0
PROFESSIONALS		N/A											
SEMI-PROFESSIONALS AND TECHNICIANS		N/A											
SUPERVISORS		N/A											
SUPERVISORS: CRAFTS AND TRADES		N/A											
ADMINISTRATIVE AND SENIOR CLERICAL PERSONNEL		N/A											
SKILLED SALES AND SERVICE PERSONNEL		N/A											
SKILLED CRAFTS AND TRADES WORKERS		N/A											
CLERICAL PERSONNEL		N/A											
INTERMEDIATE SALES AND SERVICE PERSONNEL		N/A											
SEMI-SKILLED MANUAL WORKERS		N/A											
OTHER SALES AND SERVICE PERSONNEL		N/A											
OTHER MANUAL WORKERS		N/A											
TOTAL NUMBER OF EMPLOYEES PROMOTED		2	1	1	0	0	0	1	0	1	0	0	0
TOTAL NUMBER OF PROMOTIONS		2	1	1	0	0	0	1	0	1	0	0	0

Purpose

To report the number of employees promoted in the reporting period for each reporting unit and industrial sector. The number of employees promoted is totaled by occupational group and designated group within industrial sector and reporting unit.

Form 5 is produced in three parts:

- Part A for permanent full-time employees
- Part B for permanent part-time employees
- Part C for temporary employees.

Dataframe

HREEA

Report Series

HR-EEA-FORM-5-PART-A
HR-EEA-FORM-5-PART-B
HR-EEA-FORM-5-PART-C

Each of the above report series contains one or more of the following report requests.

Report

NATIONAL
PROVINCE
WARNINGS

Sort

Types

NATIONAL
EMP-EEA-REPORTING-UNIT-CODE
EMP-EEA-INDST-SECTOR-CODE
OCCUP-CATEGORY

PROVINCE
EMP-EEA-REPORTING-UNIT-CODE
EMP-EEA-INDST-SECTOR-CODE
EMP-PROVINCE
OCCUP-CATEGORY

WARNINGS
EMP-LEVEL-1
EMP-LEVEL-2
EMP-NUMBER

Explanation

The National reports include totals for all employees across Canada in the appropriate employment status. A form is produced for each industrial sector within each reporting unit in the language of its parent reporting unit.

The reporting year is entered as a run time variable. In determining if an employee was promoted in the reporting period, the beginning date of the reporting period is required. This date is entered as a run time variable.

The report series for parts A and B (permanent full-time and permanent part-time employees) include a Province report, which is produced for each province or territory or both entered as a run time select in EMP-PROVINCE. If no Provincial reports are required, this report request may be excluded in the RUN statement.

The Warnings report lists employees who do not have a valid NOC (National Occupational Classification) code.

The RUN statement used to execute a report series for Form 5 is as follows:

```
RUN HR-EEA-FORM5-PART-A  
VARIABLE REPORT-YEAR '9999'  
VARIABLE BEGINNING-OF-YEAR 'MM/DD/YYYY'
```

```
REPORT PROVINCE  
SELECT EMP-PROVINCE 99 99 99 99
```

Note: To comply with reporting requirements, this report must be run using a year-end Employee Master File.

EEA Form 6 - National/Province/Warnings

HUMAN RESOURCES DEVELOPMENT CANADA				PAGE: 1				FORM 6 PART A					
PERMANENT FULL TIME EMPLOYEES TERMINATED													
NAME OF BUSINESS NATIONAL	GEAC	INDUSTRIAL SECTOR						MANUFACTURING-MACHINE INDUSTRY					
		ALL EMPLOYEES			ABORIGINAL PEOPLES			PERSONS WITH DISABILITIES			MEMBERS OF VISIBLE MINORITIES		
OCCUPATIONAL GROUPS	TOTAL COL.1	MEN COL.2	WOMEN COL.3	TOTAL COL.4	MEN COL.5	WOMEN COL.6	TOTAL COL.7	MEN COL.8	WOMEN COL.9	TOTAL COL.10	MEN COL.11	WOMEN COL.12	
SENIOR MANAGERS	N/A												
MIDDLE AND OTHER MANAGERS	1	1	0	0	0	0	1	1	0	0	0	0	
PROFESSIONALS	N/A												
SEMI-PROFESSIONALS AND TECHNICIANS	N/A												
SUPERVISORS	N/A												
SUPERVISORS: CRAFTS AND TRADES	N/A												
ADMINISTRATIVE AND SENIOR CLERICAL PERSONNEL	N/A												
SKILLED SALES AND SERVICE PERSONNEL	N/A												
SKILLED CRAFTS AND TRADES WORKERS	N/A												
CLERICAL PERSONNEL	N/A												
INTERMEDIATE SALES AND SERVICE PERSONNEL	N/A												
SEMI-SKILLED MANUAL WORKERS	N/A												
OTHER SALES AND SERVICE PERSONNEL	N/A												
OTHER MANUAL WORKERS	N/A												
TOTAL NUMBER OF EMPLOYEES TERMINATED	1	1	0	0	0	0	1	1	0	0	0	0	

HUMAN RESOURCES DEVELOPMENT CANADA				PAGE: 1				FORM 6 PART A							
PERMANENT FULL				TIME EMPLOYEES TERMINATED											
NAME OF BUSINESS				INDUSTRIAL SECTOR				MANUFACTURING-MACHINE INDUSTRY							
PROVINCE/TERRITORY				REPORTING PERIOD 1998											
QUE. ALL EMPLOYEES				ABORIGINAL PEOPLES				PERSONS WITH DISABILITIES							
MEMBERS OF VISIBLE MINORITIES															
OCCUPATIONAL GROUPS				TOTAL				TOTAL							
TOTAL				MEN				MEN							
COL.1				COL.2				COL.3							
MEN				WOMEN				WOMEN							
COL.2				COL.3				COL.4							
WOMEN				COL.5				COL.6							
COL.3				COL.4				COL.5							
TOTAL				TOTAL				TOTAL							
COL.1				COL.2				COL.3							
MEN				MEN				MEN							
COL.2				COL.3				COL.4							
WOMEN				WOMEN				WOMEN							
COL.3				COL.4				COL.5							
TOTAL				TOTAL				TOTAL							
COL.10				COL.11				COL.12							
MEN				MEN				MEN							
COL.11				COL.12				COL.13							
WOMEN				WOMEN				WOMEN							
COL.12				COL.13				COL.14							
SENIOR MANAGERS				N/A											
MIDDLE AND OTHER MANAGERS				1 1 0				0 0 0				1 1 0			
PROFESSIONALS				N/A											
SEMI-PROFESSIONALS AND TECHNICIANS				N/A											
SUPERVISORS				N/A											
SUPERVISORS: CRAFTS AND TRADES				N/A											
ADMINISTRATIVE AND SENIOR CLERICAL PERSONNEL				N/A											
SKILLED SALES AND SERVICE PERSONNEL				N/A											
SKILLED CRAFTS AND TRADES WORKERS				N/A											
CLERICAL PERSONNEL				N/A											
INTERMEDIATE SALES AND SERVICE PERSONNEL				N/A											
SEMI-SKILLED MANUAL WORKERS				N/A											
OTHER SALES AND SERVICE PERSONNEL				N/A											
OTHER MANUAL WORKERS				N/A											
TOTAL NUMBER OF EMPLOYEES TERMINATED				1 1 0				0 0 0				1 1 0			

EMPLOYMENT AND IMMIGRATION CANADA				PAGE: 1				FORM 6				PART A			
PERMANENT FULL TIME EMPLOYEES TERMINATED												REPORTING PERIOD 1998			
NAME OF BUSINESS				INDUSTRIAL SECTOR											
NATIONAL															
OCCUPATIONAL GROUPS	ALL EMPLOYEES			ABORIGINAL PEOPLES			PERSONS WITH DISABILITIES			MEMBERS OF VISIBLE MINORITIES					
	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN			
	COL.1	COL.2	COL.3	COL.4	COL.5	COL.6	COL.7	COL.8	COL.9	COL.10	COL.11	COL.12			
UPPER-LEVEL MGRS.	23	23	0	0	0	0	0	0	0	0	0	0			
MIDDLE/OTHER MGRS.	N/A														
PROFESSIONALS	N/A														
SEMI-PROF. & TECH.	N/A														
SUPERVISORS	N/A														
FOREMEN/WOMEN	N/A														
CLERICAL WORKERS	N/A														
SALES WORKERS	N/A														
SERVICE WORKERS	N/A														
SKILLED CRAFTS & TRADES	N/A														
SEMI-SKILLED MAN. WORKERS	N/A														
OTHER MANUAL WORKERS	N/A														
TOTAL NUMBER OF EMPLOYEES TERMINATED	23	23	0	0	0	0	0	0	0	0	0	0			

HUMAN RESOURCES DEVELOPMENT CANADA				PAGE: 1			FORM 6						
PERMANENT FULL TIME EMPLOYEES TERMINATED				PART A									
NAME OF BUSINESS	GEAC	INDUSTRIAL SECTOR		MANUFACTURING-MACHINE INDUSTRY			REPORTING PERIOD 1998						
PROVINCE/TERRITORY	QUE.	ALL EMPLOYEES		ABORIGINAL PEOPLES			PERSONS WITH DISABILITIES			MEMBERS OF VISIBLE MINORITIES			
OCCUPATIONAL GROUPS	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	
	COL.1	COL.2	COL.3	COL.4	COL.5	COL.6	COL.7	COL.8	COL.9	COL.10	COL.11	COL.12	
SENIOR MANAGERS	N/A												
MIDDLE AND OTHER MANAGERS	1	1	0	0	0	0	1	1	0	0	0	0	
PROFESSIONALS	N/A												
SEMI-PROFESSIONALS AND TECHNICIANS	N/A												
SUPERVISORS	N/A												
SUPERVISORS: CRAFTS AND TRADES	N/A												
ADMINISTRATIVE AND SENIOR CLERICAL PERSONNEL	N/A												
SKILLED SALES AND SERVICE PERSONNEL	N/A												
SKILLED CRAFTS AND TRADES WORKERS	N/A												
CLERICAL PERSONNEL	N/A												
INTERMEDIATE SALES AND SERVICE PERSONNEL	N/A												
SEMI-SKILLED MANUAL WORKERS	N/A												
OTHER SALES AND SERVICE PERSONNEL	N/A												
OTHER MANUAL WORKERS	N/A												
TOTAL NUMBER OF EMPLOYEES TERMINATED	1	1	0	0	0	0	1	1	0	0	0	0	

HUMAN RESOURCES DEVELOPMENT CANADA				PAGE: 1				FORM 6 PART C					
TEMPORARY EMPLOYEES TERMINATED													
NAME OF BUSINESS		GEAC		INDUSTRIAL SECTOR			MANUFACTURING-MACHINE INDUSTRY			REPORTING PERIOD 1998			
NATIONAL		ALL EMPLOYEES			ABORIGINAL PEOPLES			PERSONS WITH DISABILITIES			MEMBERS OF VISIBLE MINORITIES		
OCCUPATIONAL GROUPS	TOTAL COL.1	MEN COL.2	WOMEN COL.3	TOTAL COL.4	MEN COL.5	WOMEN COL.6	TOTAL COL.7	MEN COL.8	WOMEN COL.9	TOTAL COL.10	MEN COL.11	WOMEN COL.12	
SENIOR MANAGERS	1	0	1	0	0	0	0	0	0	1	0	1	
MIDDLE AND OTHER MANAGERS	N/A												
PROFESSIONALS	N/A												
SEMI-PROFESSIONALS AND TECHNICIANS	N/A												
SUPERVISORS	N/A												
SUPERVISORS: CRAFTS AND TRADES	N/A												
ADMINISTRATIVE AND SENIOR CLERICAL PERSONNEL	N/A												
SKILLED SALES AND SERVICE PERSONNEL	N/A												
SKILLED CRAFTS AND TRADES WORKERS	N/A												
CLERICAL PERSONNEL	N/A												
INTERMEDIATE SALES AND SERVICE PERSONNEL	N/A												
SEMI-SKILLED MANUAL WORKERS	N/A												
OTHER SALES AND SERVICE PERSONNEL	N/A												
OTHER MANUAL WORKERS	N/A												
TOTAL NUMBER OF EMPLOYEES TERMINATED	1	0	1	0	0	0	0	0	0	1	0	1	

Purpose

To reflect the number of employees terminated in the reporting period. The number of employees terminated is totaled by occupational group and designated group within industrial sector and reporting unit.

Form 6 is produced in three parts:

- Part A for permanent full-time employees
- Part B for permanent part-time employees
- Part C for temporary employees.

Dataframe

HREEA

Report Series

HR-EEA-FORM-6-PART-A
HR-EEA-FORM-6-PART-B
HR-EEA-FORM-6-PART-C

Each of the report series contains one or more of the following report requests.

Report

NATIONAL
PROVINCE
WARNINGS

Sort

Types

National

EMP-EEA-REPORTING-UNIT-CODE
EMP-EEA-INDST-SECTOR-CODE
OCCUP-CATEGORY

Province

EMP-EEA-REPORTING-UNIT-CODE
EMP-EEA-INDST-SECTOR-CODE
EMP-PROVINCE
OCCUP-CATEGORY

Warnings

EMP-LEVEL-1
EMP-LEVEL-2
EMP-NUMBER

Explanation

The National reports include totals for all employees across Canada in the appropriate employment status. A form is produced for each industrial sector within each reporting unit in the language of the parent reporting unit.

The reporting year is entered as a run time variable. In determining if an employee was terminated in the reporting period, the beginning date of the reporting period is required. This date is entered as a run time variable.

The report series for parts A and B (permanent full-time and permanent part-time employees) include a Province report which is produced for each province and/or territory entered as a run time select in EMP-PROVINCE. If no provincial reports are required, this report request may be excluded in the RUN statement.

The Warnings report lists employees who do not have a valid NOC (National Occupational Classification) Code.

The RUN statement used to execute a report series for Form 6 is as follows:

```
RUN HR-EEA-FORM-6-PART-A  
VARIABLE REPORT-YEAR '9999'  
VARIABLE BEGINNING-OF-YEAR 'MM/DD/YYYY'
```

```
REPORT PROVINCE  
SELECT EMP-PROVINCE 99 99 99 99
```

Note: To comply with reporting requirements, this report must be run using a year-end Employee Master File.

DOE Totals By Columns

DOE TOTALS BY COLUMNS			L1 - AL SYSTEM TEST ORG ALWA X L2 - WA US COMBINED, W2/1099R, BENEFIT				PAGE 1 DATE: 11/04/1998	
LEVEL 1	LEVEL 2	LEVEL 3	EMP PAY FREQ	EMPLOYEE NUMBER	YTD DENTAL DEDUCTION	YTD AD&D DEDUCTION	YTD MAJOR MEDICAL DEDUCTION	TOTAL INSURANCE DEDUCTION
AL	WA		1	1180	432.00	168.00	48.00	648.00
			1	1184	180.00	90.00	36.00	306.00
			1	1198	2,107.65	369.22	184.61	2,661.48
			1	1288	2,673.80	636.90	212.30	3,523.00
			1	1292	3,384.72	461.50	461.58	4,307.88
			1	1306	3,292.26	369.22	369.22	4,030.70
			1	1392	762.50	152.50	92.50	1,007.50
			1	1406	762.50	152.50	92.50	1,007.50
			1	1778	762.50	152.50	92.50	1,007.50
			1	2210	762.50	152.50	115.00	1,030.00
			1	2460	1,113.00	165.00	135.00	1,413.00
			1	2540	912.50	220.00	500.00	1,632.50
			1	2550	1,110.00	59.07	14.77	1,183.84
				13	18255.93	3148.91	2354.48	23758.90

Purpose

Provides an example of reporting with DOEs. The report demonstrates how to:

- List multiple DOEs across the page
- Total the DOEs across the page and by column
- Extract only one record per employee for a report.

Dataframe

HRDOES

Report Series

HR-DOE-TOTALS-BY-COLUMNS

Report

TOT-DOES

Sort

EMP-LEVEL-1
EMP-LEVEL-2
EMP-PAY-FREQUENCY
EMP-NUMBER

Explanation

This example report takes three year-to-date DOE amounts for an employee and prints one report line containing each amount, the total of the three amounts, and the employee information.

To reduce run times, this report series extracts only one record for each employee using the `EXTRACT DATA` and `NEXT RECORD` commands.

SSNVS Name/SSN List

DATE: 07/24/07			SSNVS NAME/SSN LIST				PAGE	1
LEVEL	LEVEL	EMPLOYEE	SOCIAL	EMPLOYEE	EMPLOYEE	EMPLOYEE	EMPLOYEE	SEX
1	2	NUMBER	SECURITY	FIRST	MIDDLE	LAST	BIRTHDATE	CODE
			NUMBER	NAME	NAME	NAME		
AL	WA	1	0123 45 6789	DOROTHEA		BRECKENRIDGE	00/00/0000	F
		2	0234 56 7891	DORSEY	L.	CANNON	00/00/0000	
		3	0345 67 8912	JEFFERSON		FRANKE	00/00/0000	M
		4	0456 78 9123	EDITH	ANNE	HOLDEN	00/00/0000	
		5	0567 89 1234	ARTHUR	P.	JAMESON	00/00/0000	M
		6	0678 91 2345	CARLTON	W.	KNIGHT	00/00/0000	
		7	0289 12 3856	JOHN	A.	MONEILL	00/00/0000	M
		8	0291 23 3567	TRUMAN	A.	MACRAE	00/00/0000	
		9	0212 34 5678	ELTON	G.	NORMAND	00/00/0000	M
		10	0012 34 5678	LAMONT	B.	ORMOND	00/00/0000	
		11	0987 65 4321	LAWRENCE	E.	POSTON	00/00/0000	M
		12	0876 54 3219	RAMON		RINALDO	00/00/0000	
		13	0765 43 2198	DANIEL	F.	SOMERS	00/00/0000	M
		14	0654 32 1987	BRADFORD		STORM	00/00/0000	
		16	0432 19 8765	EDGAR	LEE	WELLMAN	00/00/0000	
		17	0321 98 7654	HOWARD	O.	WINSTON	00/00/0000	M
		18	0219 87 6543	D.	CLAYBURN	PRESTON	00/00/0000	
		19	0198 76 5432	E.	B.	HOUSTON	00/00/0000	M
		21	0112 34 5678	JOSEPH	A.	HEATON	00/00/0000	M
		22	0123 45 6781	NICHOLAS		FEDDERSON	00/00/0000	
		23	0234 56 7811	RICHARD		DAVIDSON	00/00/0000	M
		24	0345 67 8112	BETSY	LOUISE	CARSON	00/00/0000	
		25	0456 78 1123	GLORIA		HAMILTON	00/00/0000	F
		26	0567 81 1234	HERMANN		ZACHARIA	00/00/0000	
		27	0678 11 2345	BEANIE		CARLISLE	00/00/0000	M
		28	0781 12 3456	ELIZABETH		PRINCE	00/00/0000	
		29	0811 23 4567	PAUL		ROBERTSON	00/00/0000	M
		30	0011 23 4567	BASIL	E.	LEROI	00/00/0000	
		31	0122 34 5678	DONALD	T.	DUBARRY	00/00/0000	M
		32	0223 45 6781	ANDREW	REX	GASTON	00/00/0000	
		33	0234 56 7812	STANFORD	K.	HALIBURTON	00/00/0000	M
		34	0345 67 8122	KATHERINE	M.	HAGER	00/00/0000	
		37	0678 12 2345	ALICIA	P.	BOLTON	00/00/0000	F
		38	0781 22 3456	JON	H.	SANDERSON	00/00/0000	
		39	0812 23 4567	HARPER		SATTERTHWAITE	00/00/0000	M
		41	0123 34 5678	JOE		STEIGER	00/00/0000	M
		43	0334 56 7812	MINNIE		BREMER	00/00/0000	F
		44	0345 67 8123	DONALD	R.	VELKA	00/00/0000	
		45	0456 78 1233	LOTTIE		BURGES	00/00/0000	F
		46	0567 81 2334	MARY		FORDS	00/00/0000	
		47	0678 12 3345	MARTIN		FREDERICK	00/00/0000	M
		49	0812 33 4567	RACHEL		WARD	00/00/0000	F
		50	0012 33 4567	JOHNNY		ZUNIGA	00/00/0000	
		55	050 13 6211	THOMAS	R	NELSON	00/00/0000	
		56	050 26 3192	MICHAEL	P	JONES	00/00/0000	
		57	050 39 1453	JOAN		HINKLE	00/00/0000	
		201	0370 12 3450	MARTIAL	B.	QUINN	00/00/0000	
		202	0371 12 3451	MR.	FRANKIE	GOMEZ	00/00/0000	
		203	0372 12 3452	CHARLIE		BROWN	00/00/0000	
		204	0373 12 3453	JIM		STROESSEN RUTHER	00/00/0000	
		205	0374 12 3454	DARRYL	G.	TAYLOR	00/00/0000	
		206	0375 12 3455	J.	JEANETTE	GONZALES	00/00/0000	
		207	0376 12 3456	DANNY		BARTHOLOMULE	00/00/0000	

Purpose

Provides a report of employees that will be included in the Social Security Number Verification Service (SSNVS) file to have their Social Security Number verified by the SSA. The data is displayed as it exists on the Employee Master File.

Dataframe

HRBASIC

Report Series

HR-CREATE-EVS-TAPE

Report

HREVSLST

Sort

EMP-LEVEL-1
EMP-LEVEL-2
EMP-NUMBER
EMP-SOCIAL-SECURITY-NUMBER

Explanation

To create this report, you need to use the following RUN statement, which contains the run-time variable HR-REQUESTER-ID-CODE.

```
RUN HR-CREATE-EVS-TAPE  
VARIABLE HR-REQUESTER-ID-CODE
```

By using this command you will be able to input the correct Requester Identification code supplied by the SSA during the registration process and have it entered in the appropriate field on the tape.

SSNVS File List

DATE: 07/24/07			SSNVS FILE LIST			PAGE	1
SSNVS FILE RECORDS							
123456789TPV214BRECKENRIDGE	DOROTHEA	F	ALWA	1	OEVS001		
234567891TPV214CANNON	DORSEY L		ALWA	2	OEVS001		
345678912TPV214FRANKE	JEFFERSON	M	ALWA	3	OEVS001		
456789123TPV214HOLDEN	EDITH ANNE		ALWA	4	OEVS001		
567891234TPV214JAMESON	ARTHUR P	M	ALWA	5	OEVS001		
678912345TPV214KNIGHT	CARLTON W		ALWA	6	OEVS001		
289123856TPV214MCNEILL	JOHN A	M	ALWA	7	OEVS001		
291233567TPV214MACRAE	TRUMAN A		ALWA	8	OEVS001		
212345678TPV214NORMAND	ELTON G	M	ALWA	9	OEVS001		
012345678TPV214ORMOND	LAMONT B		ALWA	10	OEVS001		
987654321TPV214POSTON	LAWRENCE E	M	ALWA	11	OEVS001		
876543219TPV214RINALDO	RAMON		ALWA	12	OEVS001		
765432198TPV214SOMERS	DANIEL F	M	ALWA	13	OEVS001		
654321987TPV214STORM	BRADFORD		ALWA	14	OEVS001		
432198765TPV214WELLMAN	EDGAR LEE		ALWA	16	OEVS001		
321987654TPV214WINSTON	HOWARD O	M	ALWA	17	OEVS001		
219876543TPV214PRESTON	D CLAYBUR		ALWA	18	OEVS001		
198765432TPV214HOUSTON	E B	M	ALWA	19	OEVS001		
112345678TPV214HEATON	JOSEPH A	M	ALWA	21	OEVS001		
123456781TPV214FEDDERSON	NICHOLAS		ALWA	22	OEVS001		
234567811TPV214DAVIDSON	RICHARD	M	ALWA	23	OEVS001		
345678112TPV214CARSON	BETSY LOUISE		ALWA	24	OEVS001		
456781123TPV214HAMILTON	GLORIA	F	ALWA	25	OEVS001		
567811234TPV214ZACHARIA	HERMANN		ALWA	26	OEVS001		
678112345TPV214CARLISLE	BEANIE	M	ALWA	27	OEVS001		
781123456TPV214BRINCE	ELIZABETH		ALWA	28	OEVS001		
811234567TPV214ROBERTSON	PAUL	M	ALWA	29	OEVS001		
011234567TPV214LEROI	BASIL E		ALWA	30	OEVS001		
122345678TPV214DUBARRY	DONALD T	M	ALWA	31	OEVS001		
223456781TPV214GASTON	ANDREW REX		ALWA	32	OEVS001		
234567812TPV214HALIBURTON	STANFORD K	M	ALWA	33	OEVS001		
345678122TPV214HAGER	KATHERINE M		ALWA	34	OEVS001		
678122345TPV214BOLTON	ALICIA P	F	ALWA	37	OEVS001		
781223456TPV214SANDERSON	JON H		ALWA	38	OEVS001		
812234567TPV214SATTERIHWAITTEHARPER		M	ALWA	39	OEVS001		
123345678TPV214STEIGER	JOE	M	ALWA	41	OEVS001		
334567812TPV214BREMER	MINNIE	F	ALWA	43	OEVS001		
345678123TPV214VELKA	DONALD R		ALWA	44	OEVS001		
456781233TPV214BURGES	LOTTIE	F	ALWA	45	OEVS001		
567812334TPV214FORDS	MARY		ALWA	46	OEVS001		
678123345TPV214FREDERICK	MARTIN	M	ALWA	47	OEVS001		
812334567TPV214WARD	RACHEL	F	ALWA	49	OEVS001		
012334567TPV214ZUNIGA	JOHNNY		ALWA	50	OEVS001		
050136211TPV214NELSON	THOMAS R		ALWA	55	OEVS001		
050263192TPV214JONES	MICHAEL P		ALWA	56	OEVS001		
050391453TPV214HINKLE	JOAN		ALWA	57	OEVS001		
370123450TPV214QUINN	MARTIAL B		ALWA	201	OEVS001		
371123451TPV214GOMEZ	MR FRANKIE		ALWA	202	OEVS001		
372123452TPV214BROWN	CHARLIE		ALWA	203	OEVS001		
373123453TPV214STROESSEN RUITJIM			ALWA	204	OEVS001		
374123454TPV214TAYLOR	DARRYL G		ALWA	205	OEVS001		
375123455TPV214GONZALES	J JEANETT		ALWA	206	OEVS001		
376123456TPV214BARTHOLOMUE DPANNY			ALWA	207	OEVS001		
377123457TPV214FRANKIE	LINDAMARIE		ALWA	208	OEVS001		
378123458TPV214WALKER	RUTHIE		ALWA	209	OEVS001		

Purpose

Provides a report of Social Security Number Verification Service (SSNVS) file data according to the SSA specifications.

Dataframe

HRBASIC

Report Series

HR-CREATE-EVS-TAPE

Report

HREVSTPE

Sort

EMP-LEVEL-1
EMP-LEVEL-2
EMP-NUMBER
EMP-SOCIAL-SECURITY-NUMBER

Explanation

To create this report, you need to use the following RUN statement, which contains the run-time variable HR-REQUESTER-ID-CODE.

RUN HR-CREATE-EVS-TAPE
VARIABLE HR-REQUESTER-ID-CODE

By using this command you will be able to input the correct ID code given by the SSA and have it entered in the appropriate field on the tape.

EVS Return File

EVS RETURN FILE										
DATE: 07/23/07			RIC: OEVS MRI: 001							PAGE 1
CONFIRMATION NO: 12345678										
INPUT SSN	LAST NAME	FIRST NAME	MIDDLE NAME	BIRTH DT	SEX	USER CONTROL DATA	VC	VERIFICATION MESSAGE		DEATH IND
123 45 6789	BRECKENRIDGE	DOROTHEA		/ /	F	ALWA	1	1	SSN NOT IN FILE (NEVER ISSUED)	N
234 56 7891	CANNON	DORSEY	L	/ /		ALWA	2	2	NAME, DOB MATCH, SEX DOES NOT	N
345 67 8912	FRANKE	JEFFERSON		/ /	M	ALWA	3	3	NAME, SEX MATCH, DOB DOES NOT	N
456 78 9123	HOLDEN	EDITH	ANNE	/ /		ALWA	4	4	NAME MATCHES, SEX, DOB DO NOT	N
567 89 1234	JAMESON	ARTHUR	P	/ /	M	ALWA	5	5	NAME DOES NOT MATCH.	N
678 91 2345	KNIGHT	CARLTON	W	/ /		ALWA	6	6	SSN NOT VERIFIED-OTHER REASON	N
289 12 3856	MONEILL	JOHN	A	/ /	M	ALWA	7		VALID SSN	N
291 23 3567	MACRAE	TRUMAN	A	/ /		ALWA	8		VALID SSN	N
212 34 5678	NORMAND	ELTON	G	/ /	M	ALWA	9		VALID SSN	N
012 34 5678	ORMOND	LAMONT	B	/ /		ALWA	10		VALID SSN	Y
987 65 4321	POSTON	LAWRENCE	E	/ /	M	ALWA	11		VALID SSN	N
876 54 3219	RINALDO	RAMON		/ /		ALWA	12		VALID SSN	N
765 43 2198	SOMERS	DANIEL	F	/ /	M	ALWA	13		VALID SSN	N
654 32 1987	STORM	BRADFORD		/ /		ALWA	14		VALID SSN	N
432 19 8765	WELLMAN	EDGAR	LEE	/ /		ALWA	16		VALID SSN	Y
523 47 8222	ATKINS	MICHAEL	ALWB301	02/04/1988	M	ALWB	3010		VALID SSN	N
111 11 1180	ATKINS	JOSEPHR	ALWB301	12/31/1949	M	ALWB	3012		VALID SSN	N
312 67 8005	ATKINS	MARYLOUISE	ALWB301	05/17/1943	M	ALWB	3016		VALID SSN	N
318 43 2092	CRAWFORD	RAMON	ALWB301	12/15/1981	M	ALWB	3018		VALID SSN	N
456 32 8976	CRAWFORD	DANIELF	ALWB302	04/09/1943	M	ALWB	3020		VALID SSN	N
543 21 9876	CRAWFORD	BRADFORD	ALWB302	04/05/1948	F	ALWB	3022		VALID SSN	N
316 78 2393	DAVIS	MARTIAL	ALWB302	02/04/1951	M	ALWB	3024		VALID SSN	Y
213 56 7113	FLAIR	REGINIAS	ALWB302	01/02/1962	F	ALWB	3026		VALID SSN	N
346 12 3758	HOWARD	EB	ALWB303	02/04/1988	F	ALWB	3030		VALID SSN	N
314 68 6342	IVEY	SARAHFRANC	ALWB303	12/31/1949	F	ALWB	3032		VALID SSN	N
012 34 5614	IVEY	MARIANTLENO	ALWB303	05/17/1943	M	ALWB	3034		VALID SSN	N
106 54 3281	IVEY	RAQUELJ	ALWB303	02/13/1956	F	ALWB	3036		VALID SSN	N
162 41 6134	IVEY	JENIFFERW	ALWB303	03/14/1955	F	ALWB	3038		VALID SSN	N
219 87 6543	KARLAND	BETTY	LOUISEA	04/15/1954	F	ALWB	3040		VALID SSN	N
087 34 8329	KARLAND	GLORIA	ALWB304	06/17/1954	F	ALWB	3042		VALID SSN	N

Purpose

Provides a report of EVS Return file data showing the results of the SSA verification.

Dataframe

HRBASIC

Report Series

HR-EVS-RETURN-TAPE

Report

HREVSRTN

Sort

N/A

Explanation

To create this report, you need to use the following RUN statement, which contains the run-time variable HR-PRINT-ALL-RETURN-RECORDS.

```
RUN HR-EVS-RETURN-TAPE  
VARIABLE HR-PRINT-ALL-RETURN-RECORDS
```