



Infor E Series Human Capital Management Life-To-Date History

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Introduction

This *Life-to-Date History* guide describes the functions of the Life-to-Date History module of the Infor E Series Human Capital Management (HCM:E) Personnel system.

Chapter Contents

1-1	Introduction
1-2	Overview of the Life-to-Date History Module

Introduction

The documentation for the Infor E Series Human Capital Management (HCM:E) Life-to-Date History module provides information about the functions of the Personnel Life-to-Date History module and its relationship to the central system.

Use this guide with the documentation provided with the central system to gain a thorough knowledge and understanding of the philosophy behind the modular concept of providing a total, functional system and the HCM:E implementation of it.

Overview of the Life-to-Date History Module

With ERISA, OSHA, EEO reporting, and other government requirements, maintaining a chronological history of the values for data items in the personnel environment before and after changes has become even more critical. The increased emphasis being placed on personnel matters by internal management also contributes to the need for this function.

Functions

The Life-to-Date History module allows you to maintain and report on the complete history of any data element in the Personnel segments of the Employee Master File (PWP010). You can specify the data elements to carry on the History file and the number of occurrences or length of time, or both, for any item to be retained.

Examples: one year, five years, six years, and so on; life-to-date details of job positions, salaries, performance reviews, pension, or other calculations based on years of service and past salaries; and union and governmental reporting on types of positions held over a specific period of time by one or more employees.

Many statistical and survey reports produced by a personnel department require some amount of current and past data. For example, the average pay increase for a department for the past two years or a listing of highest rated employees for the past three rating periods. To accommodate the great differences in these kinds of reports and in the data required to produce them, the system is structured to maintain ten sets of this type of current plus previous data to use for producing reports.

The Life-to-Date History module maintains the details for any information meaningful to your company. Data for this module is automatically generated by the Central System maintenance process.

This module has the following basic reporting options:

- List all changes for an employee in chronological order.
- List all changes for an employee in chronological order within type of change.
- Print a snapshot of an employee for some point in the past.
- List all changes by type of change.
- List all changes by time frame.
- Any combination of type of change or time frame, or both, for any one or more employees, or all employees.

History data is accumulated as the system is being used. Using direct change transactions, the user can also record historical changes that were made before the installation of the HCM:E and the Life-to-Date History module.

Benefits

The History Master File (PWH010) is intended to contain extended history information beyond that maintained on the Employee Master File. The reports provided by this module are useful in extensive employee reviews, pension or other calculations based on years of service and past salaries, and union and governmental reporting on types of positions held over a specific period of time by one or more employees.

As a base of history data is built, cost savings will be realized by reduced retrieval time and more efficient storage of data. The reduction in clerical effort should be substantial.

2 Module Communications

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2-1	Introduction
2-2	LTD History Reporting
2-6	LTD History Update

Introduction

The Module Communications chapter contains diagrams and narrative descriptions for each program structure in the Life-to-Date History module. The diagrams for these program structures provide the following information:

- All programs making up the structure
- The hierarchical relationships among programs
- The communication between programs
- The program access to files

Purpose

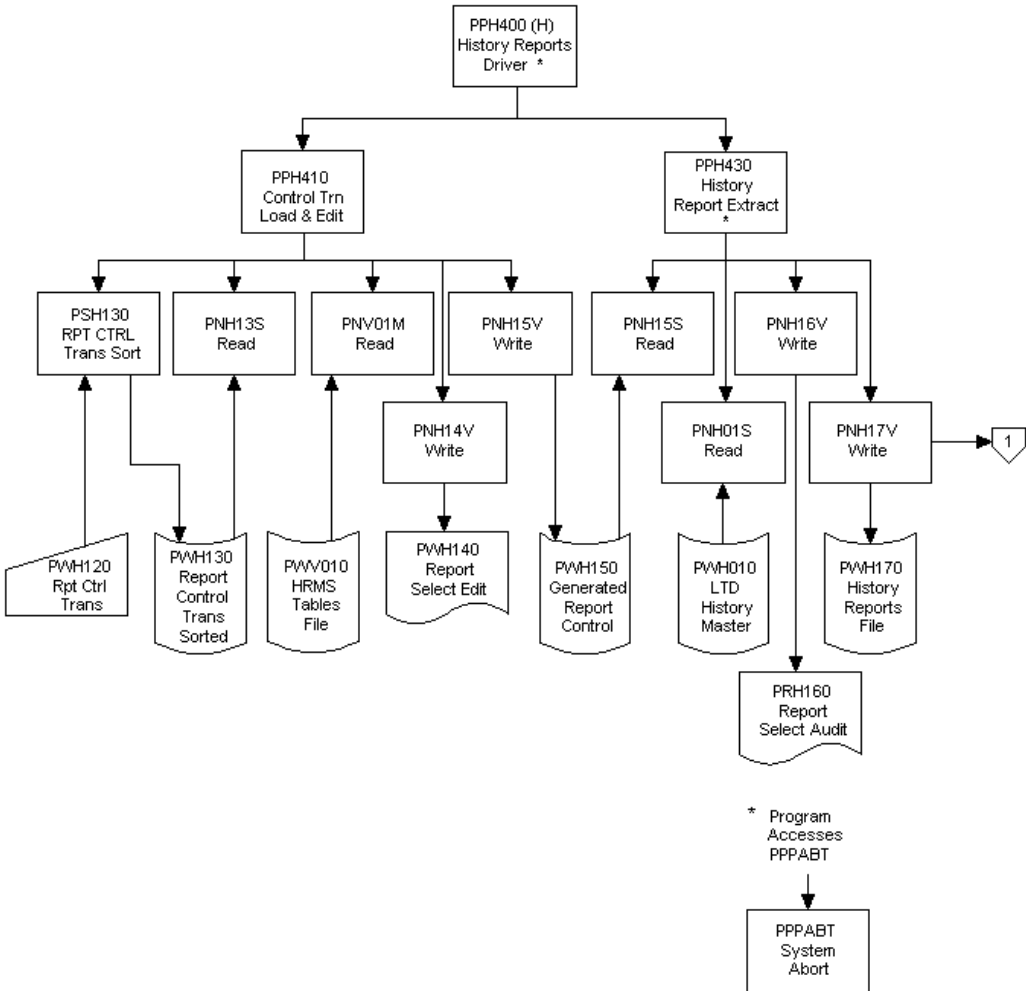
The purpose of the Module Communication chapter is to show

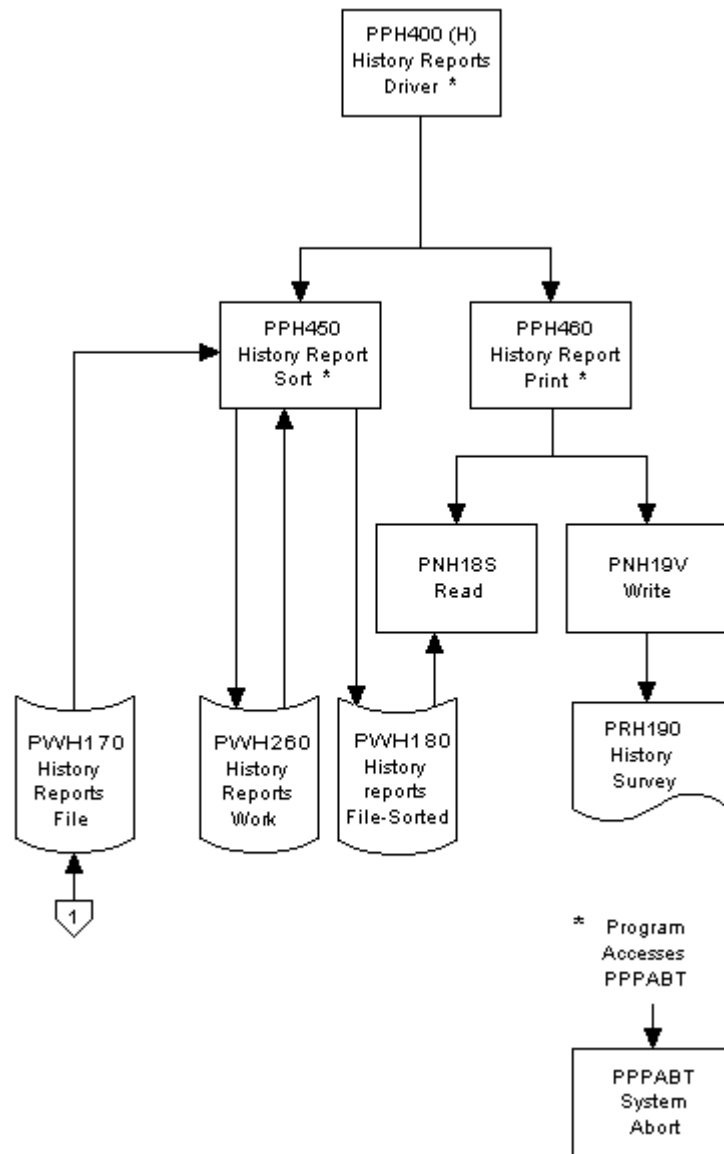
- Access to and from all programs in a program structure
- The programs that read and write the files used in the structure
- The program hierarchy.

LTD History Reporting

PPH400 - Driver

Once - PPH410, PPH430, PPH450, and PPH460





PPH410 - Control Load and Edit

Once - PSH130

For each sorted LTDH Report Control Transaction until EOF,

Once - PNH13S

If valid transaction,

Once - PNH15V

If field select transaction and driven fields are to
be selected,

Once - PNV01M

For each driven field - PNH15V

If invalid transaction,

For each error message - PNH14V

PPH430 - Report Extract

For each organization on the LTDH Generated Report Control File
until EOF,

For each report control record for the organization -
PNH15S,

For each LTD History Master File record until the
organization is found - PNH01S

For each LTD History Master File Record in the
organization,

Once - PNH01S

If the record is selected for printing - PNH17V

For each LTDH Report Selected Audit Report print line - PNH16V

PPH460 - Report Print

For each record on the sorted LTD History Reports File,

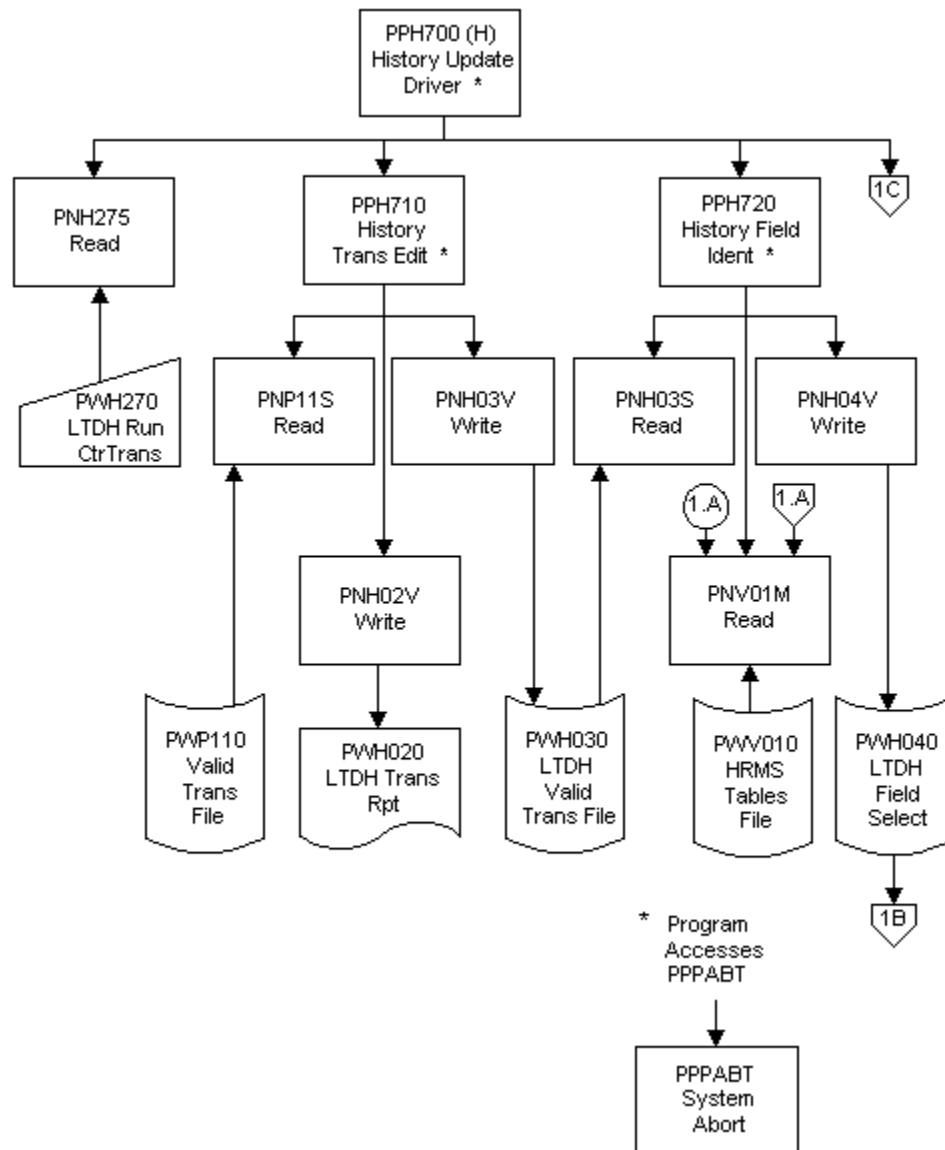
Once - PNH18S and PNH19V

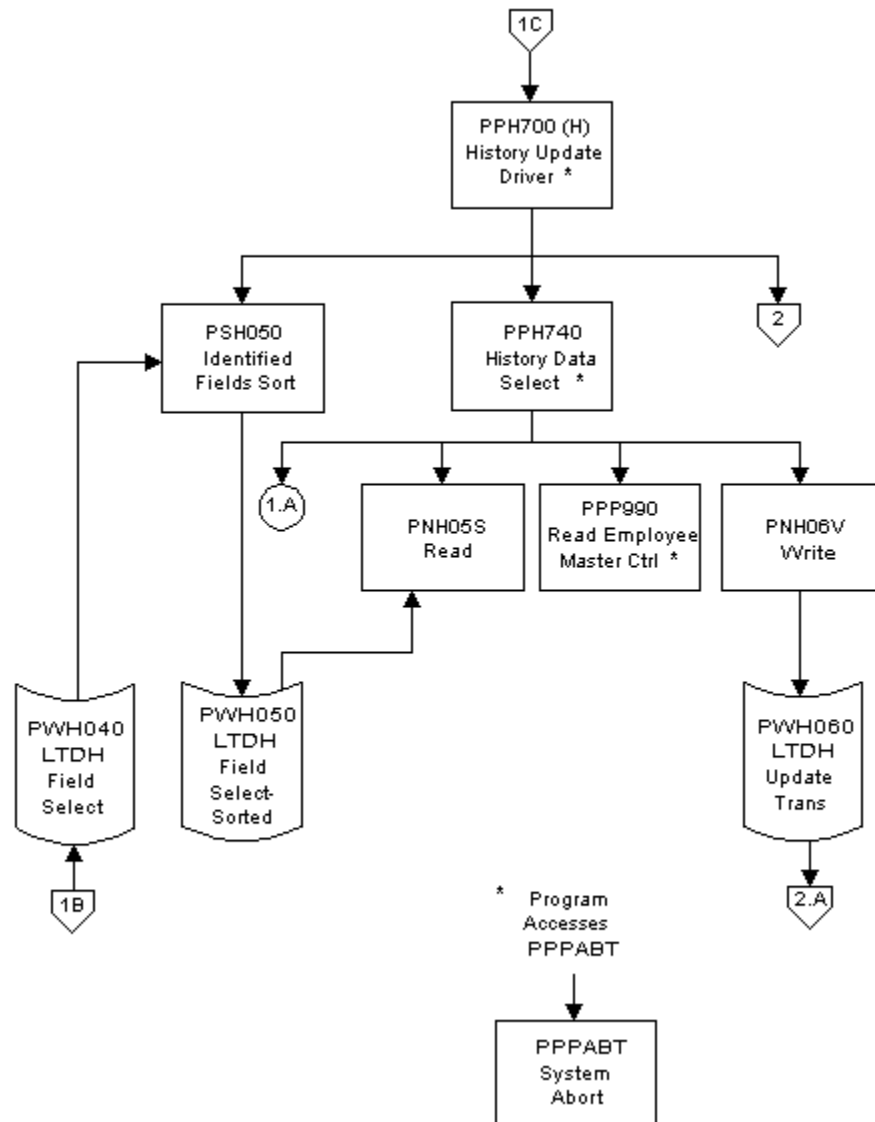
If organization change,

For each total print line - PNH19V

LTD History Update

LTD History Update has three options available: validate, extract, and update.





PPH700 - Driver

Twice - PNH275

If the validate option is selected in the run control transaction - PPH710

If the extract option is selected in the run control transaction - PPH720, PSH050 and PPH740

If the update option is selected in the run control transaction - PPH760

Validate Option

PPH710 - Transaction Edit

```
For each transaction on the Valid Transaction File until EOF,
    Once - PNP11s
        If history manual maintenance transaction,
            If transaction is invalid,
                For each error message - PNH02V
            If transaction is valid - PNH02V and PNH03V
        If not history manual maintenance transaction - PNH02V
        and PNH03V
        If organization change,
            For each total print line - PNH02V
    For each final total print line - PNH02V
```

Extract Option

PPH720 - Field Identifier

```
For each transaction on the LTDH Valid Transaction File until
EOF,
    Once - PNH03S
        If the transaction contains Personnel data or is a history
        manual maintenance transaction,
            If organization change,
                For each history field control record on the HRMS
                Tables Files for the organization - PNV01M
            If history manual maintenance transaction - PNH04V
            If Personnel maintenance transaction,
                For each nonblank field to be saved for the
                organization - PNH04V
```

PPH740 - Data Select

```
For each sorted LTDH Field Select record until EOF,
    If organization add - PNH06V
    If history manual maintenance record - PHN06V
```

If employee number change - PPP990

If employee field select record,

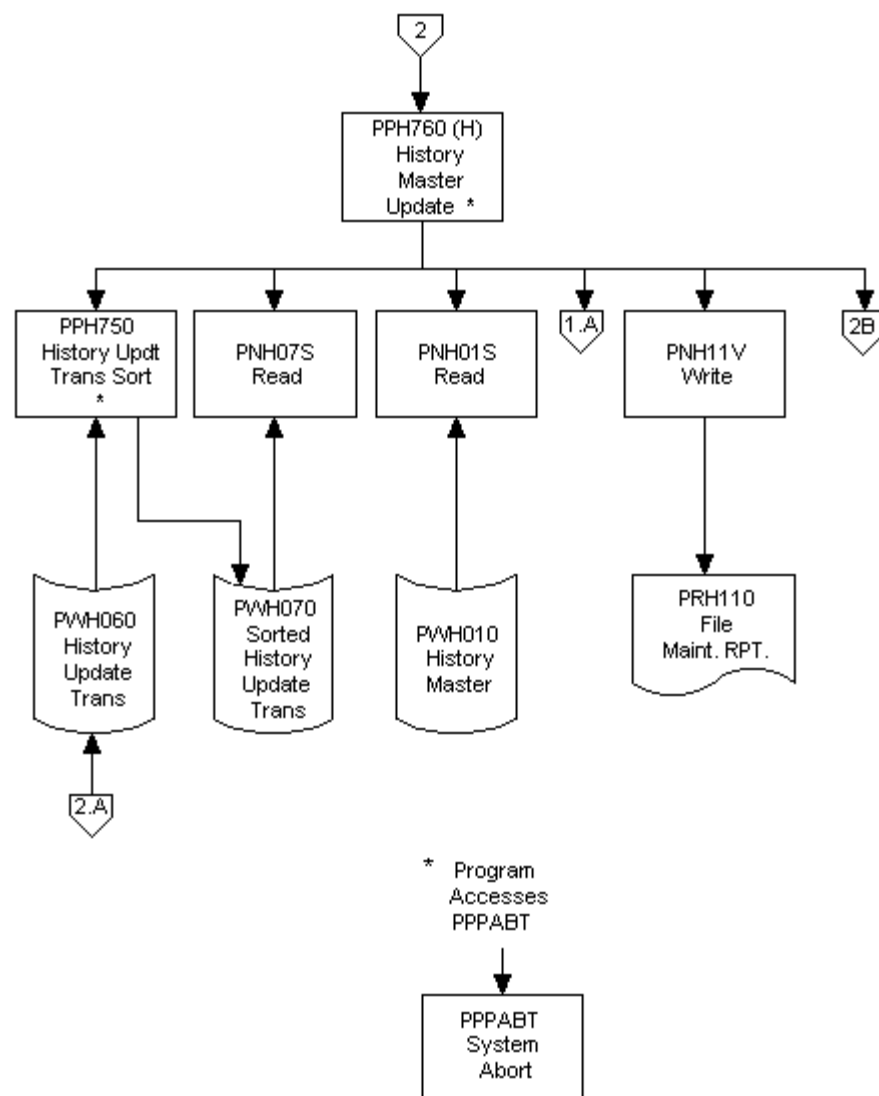
If employee add - PNH06V

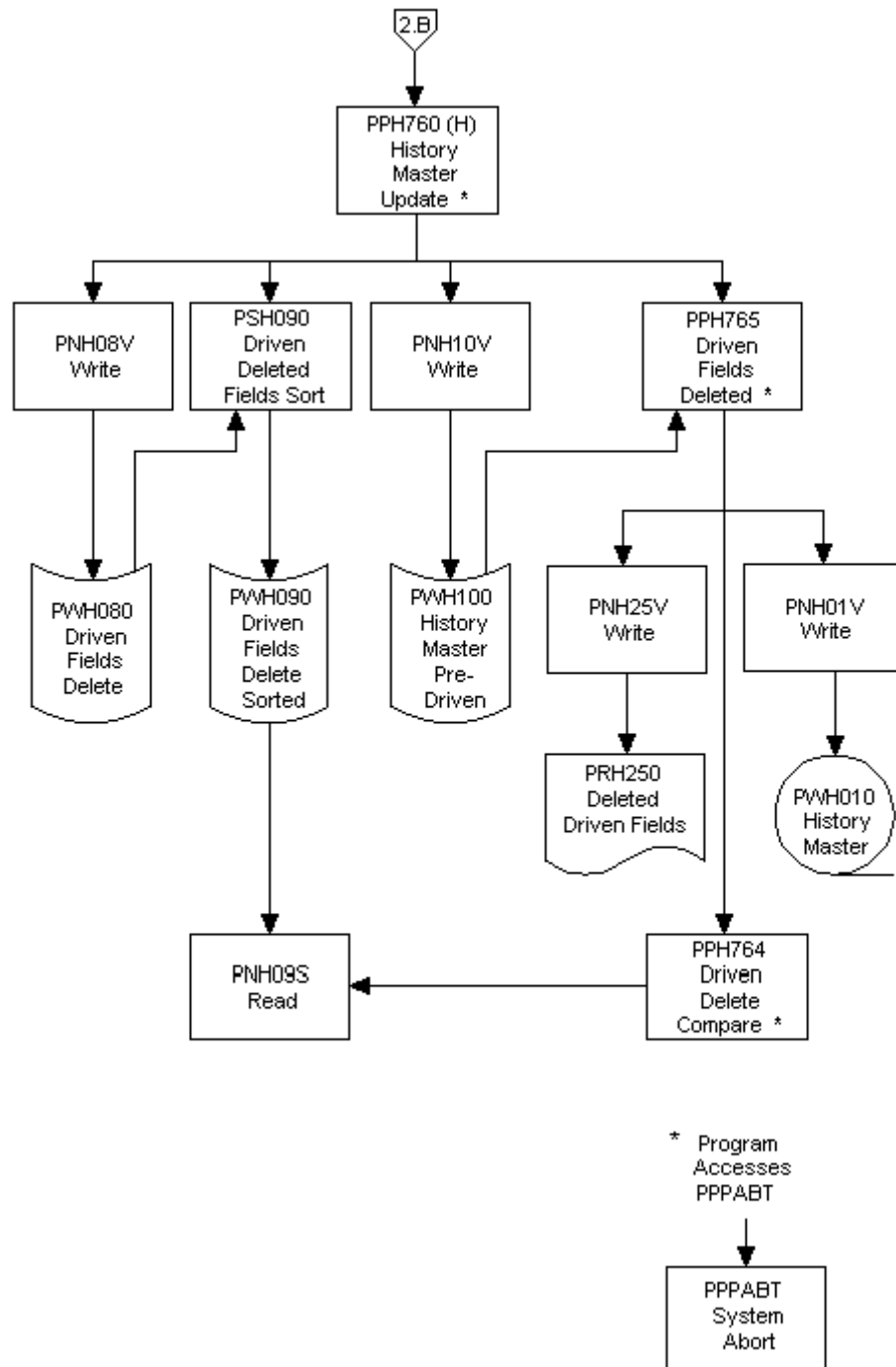
If field select record not duplicate,

Once - PNV01M

For the driver field and each driven field -
PNH06V

Update Option





PPH760 - Master Update Once - PPH750

For each sorted LTD History Update Transaction File record
until EOF,

Once - PNH07S

For each LTD History Master File record until master
key greater

than or equal to transaction key,

Once - PNH01S

If not driver detail master record - PNH10V

If driver detail master record,

Once - PNV01M

If master record exceeds limits on date or occurrences,

Once - PNH11V

For each driven field - PNH08V

If master record does not exceed limits - PNH10V

If organization header transaction - PNH10V and PNH11V

If employee header transaction,

If add or change - PNH10V and PNH11V

If delete,

For each master record for employee,

Once - PNH01S and PNH11V

```
If driver detail transaction,
    Once - PNV01M
        If transaction exceeds limits on dates or occurrences,
            For each driven field - PNH08V
                If transaction does not exceed limits - PNH10V
                    Once - PNH11V
            If driven detail transaction,
                If add or change - PNH10V
                    Once - PNH11V
        For each remaining LTD History Master File record until EOF,
            Once - PNH01S
                If not driver detail master record - PNH10V
                    If driver detail master record,
                        Once - PNV01M
                            If master record exceeds limits on date or occurrences,
                                Once - PNH11V
                                    For each driven field - PNH08V
                                        If master record does not exceed limits - PNH10V
                                            Once - PSH090 and PPH765
PPH764 - Driven Delete Compare For each sorted LTDH Driven Fields Delete File record until
record key greater than master key - PNH09S
```

PPH765 - Driven Fields Delete For each predriven LTD History Master File Record until EOF,
If the record is not a driven detail record - PNH01V,
If the record is a driven detail record,
Once - PPH764
If the record is to be deleted - PNH25V
If the record is not to be deleted - PNH01V
If organization change,
For each total print line - PNH25V

3 Module Linkage

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 - 3-2 LTD History Reporting - Link Profile
 - 3-3 LTD History Update - Link Profile
-

Introduction

This chapter describes the linkage structures for Life-to-Date History programs.

LTD History Reporting - Link Profile

Complex Program Structure

	Fully Overlaid	Medium Overlaid	Un-Overlaid
MVS Linkset Member	PYH40T	N/A	N/A
VSE Overlay Program	PPH40T	N/A	N/A

LTD History Update - Link Profile

Complex Program Structure

	Fully Overlaid	Medium Overlaid	Un-Overlaid
MVS Linkset Member	PYH70T	N/A	N/A
VSE Overlay Program	PPH70T	N/A	N/A

4 Technical Overview

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- 4-1 Introduction
 - 4-2 Technical Overview
 - 4-3 Running Life-To-Date History
-

Introduction

This chapter discusses the technical aspects of running the Life-to-Date History module.

Technical Overview

Run Control Overview

The Run Control transactions for the Life-To-Date History module are the P* Control transaction and the PM-A Limits Testing Override transaction. The P* Control transaction is required for the Life-to-Date History Update Cycle. It is used to initiate the cycle and provide restart information, if necessary.

The Limits Testing Override transaction (PM-A) is also used in the update cycle to suppress limits testing (purge) or provide an alternate date for limits testing.

Running Life-To-Date History

Two types of execution are available for the LTD History module: standard and optional. The first execution is required to do the standard maintenance run of the module. The second execution can be run as required. This chapter explains when and in what order to use these two types of execution.

Standard Maintenance

The following information describes the standard maintenance run of the module.

Required Transactions In the standard maintenance run, the only required transaction is the P* transaction. The P* transaction controls the execution of the LTD History module and provides for any necessary restart processing.

Job Stream Flow LTD History uses the Valid Transaction File (PWP110) from the central system Validate (PLP400) to trigger the automatic saving of changed data fields. Because History obtains the data to save from the updated Employee Master File, the History maintenance run must be preceded by Central System Load (PLP200), Validate (PLP400), and Update (PLP600). It is important that the History maintenance run be executed after each successful central system Update (PLP600) because History has to access the updated Employee Master File before it is altered again.

The standard maintenance run of the LTD History Module proceeds in this order:

Stage	Description
1	Central System Transaction Load (PLP200) and Transaction Validate (PLP400) The only History transactions that can be entered with central system transactions are the PM-1s (manual maintenance transactions). Transaction Load (PLP200) performs the same functions on the History PM-1 transactions as on the central system transactions. All transactions are then passed to the Transaction Validate (PLP400). The only validation done to the PM-1 transactions is to verify that the personnel segments for the employee can be found on the Employee Master File. If you have made realtime updates to the Employee Master File, run the Generate Audit Trail process (PPQ100) to ensure that changes affecting History are available for the History file update. This process creates a Generated Valid Transaction File.

(continued)

Stage	Description
2	Update Master File (PLP600) This program ignores the PM-1 transactions completely and uses the central system transactions to update the Employee Master File in the usual way.
3	History Update/Maintenance The History Update Cycle accesses the P* Run Control transaction from the run stream to determine any restart conditions. During a complete maintenance run, History accesses ▪ The HRMS Tables File to determine which fields to save, ▪ The Valid Transaction File from the Transaction Validate (PLP400) or the Generated Valid Transaction File to determine which fields changed, and ▪ The Employee Master File to obtain the data to save. The new LTD History Master File is subjected to purge processing and resequenced for later use.

Optional Runs

The following information describes optional runs of the module.

History Survey Reports

History Survey reports run independently of the maintenance cycle and involve only one step. The reports cycle accepts the PM-B and PM-C transactions to determine the reporting requirements and accesses the History Master to produce the necessary reports.

HRMS Tables File Subsystem

The HRMS Tables File must be built before the first maintenance cycle and can be updated at anytime. Extreme care should be taken when updating the Tables file because of the nature of its use. Because HRMS Tables File is used to identify related fields to save at update, apply purge criteria at a later date, and identify related fields for reporting, changing the relationship between a control field and its related fields (driver and drivens) can cause confusion if done after the fields have been saved but before they are to be purged or reported.

5 Program Messages

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 - 5-2 Program PLH400 Messages
 - 5-3 Program PLH700 Messages
-

Introduction

This chapter provides information about the error messages you can encounter during Life-to-Date History processing.

Program PLH400 Messages

The following messages can be encountered during the processing of the PLH400 program.

MULTI PMBS W/COL 32 OF 0 OR 1 BUT NON-MATCHING OPTIONS COLS 33-38

Report requests that specify the combining of Level 1 - Level 2s for a single report indicate different report options.
Correct and resubmit.

****ABORT CAUSED BY I/O ERROR IN PROCEDURE xxxxxx-STATUS IS NN**

Where xxxxxx is the I/O routine for a specific file (for example, PIH07V works with the PWH07V file) and NN identifies the status as shown in the following table:

NN	Status
00	Normal
01	Not open
07	EOF
09	Invalid request
11	File full
13	Not found
16	Duplicate key on write
28	Already open
30	Permanent error
91	Key sequence error

Program PLH700 Messages

The following messages can be encountered during the processing of the PLH700 program.

NO P* CARD FOUND. RUN ABORTED

No P* control transaction was submitted. Provide P* control transaction and rerun.

INVALID LIMITS TESTING TRANS (PM-A) RUN ABORTED*****

The Limits Testing Override transaction was not a PM-A. Correct and rerun.

LIMITS TESTING PURGE DATE INVALID RUN ABORTED *****

The date provided in the Limits Testing Override transaction was invalid. Correct and rerun.

CENTRAL SYSTEM MASTER READ ERROR - JOB ABORTED

An update transaction was encountered for an employee that was not found on the Employee Master File. Ensure that central system Load and Validate have been run. This transaction should have been rejected in Validate.

T33 TABLES FILE READ PROBLEM - JOB ABORTED

Invalid Key on Tables File. A field number entry was not found for the Control Level being processed. Check Tables File for the inclusion of the field number.

NO FIELD SELECT RECORDS CREATED - JOB ABORTED

History has determined that none of the changes to the central system are subject to History processing.

****ABORT CAUSED BY I/O ERROR IN PROCEDURE xxxxxx-STATUS IS NN**

Where xxxxxx is the I/O routine for a specific file (for example, PIH07V relates to the PWH070 file) and NN identifies the status as shown in this table:

NN	Status
00	Normal
01	Not open
07	EOF
09	Invalid request
11	File full
13	Not found
16	Duplicate key on write
28	Already open
30	Permanent error
91	Key sequence error

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Introduction

This chapter provides instructions for running the Life-to-Date History module from an application perspective.

User How To

Run Control Transaction Overview

The run control transactions for the Life-To-Date History module are the P* Control transaction and the PM-A Limits Testing Override transaction. The P* Control transaction is required for the History Update Cycle. It is used to initiate the cycle and provide restart information, if necessary.

The Limits Testing Override transaction (PM-A) is also used in the update cycle to suppress limits testing (purge) or provide an alternate date for limits testing.

P* Transaction

The P* transaction must be included in every update cycle of the Life-To-Date History module. All Personnel modules use the P* Control transaction. History does not obtain, or use, its control transaction in the same way as other modules.

History uses the P* transaction for a restart function. The indicators are not used to select processing. They are used to indicate at what point to restart processing. For this reason, History's P* transaction is entered as a batch transaction. In this way, processing can be restarted without having to reload the Personnel Control Card File.

Because the P* indicators are used for restart purposes and identify the functions to perform, the submission of the P* transaction for a complete cycle should have all indicators set to perform all the functions. If the cycle terminated within any function, it can be restarted by supplying only indicators for the remaining functions to process.

PM-A Transaction

The Limits Testing Override transaction is not required. It is used to override limits testing (purge processing). Each update cycle of History automatically purges detail items held on the History Master File whose existence limits have been reached. For example, duration or occurrences Limits Testing is performed on all detail items that are held for a company (Level 1 - Level 2) for which transactions have been submitted. Detail items held for companies for which no transactions have been submitted during the processing cycle are not subjected to limits testing.

The Limits Testing Override Indicator can be used to prevent limits testing from being applied to all companies. If used, no detail items will be purged from the History Master File.

The limits testing override date can be used to force a purging date on History. The date specified in the AA transaction for each company is used by History as the date to use for limits testing for that company. Each company will have its own date. The limits testing override date can be used to supersede the AA transaction dates. If used, it applies to all companies for which transactions have been submitted. It will not apply to companies that are not being processed in this update cycle.

Maintenance Update Transaction Overview

Although detail items are automatically saved by Life-to-Date History, you might need to make manual changes to the History Master File. These changes can consist of changing details, adding new details, or deleting of details. The PM-1 transaction was designed for those maintenance functions.

The PM-1 transaction supplies the company (Level 1- Level 2) and employee number for the individual whose information you want to maintain, the field number of the field to maintain, the date that the field was saved, the iteration of the field within the saved date, and the data to save if the maintenance is an add or a change.

PM-1 Transaction

The PM-1 transaction is used to perform maintenance on the History Master File. Because PM-1 transactions operate on a one-for-one basis with History detail items, a PM-1 must be submitted for each maintenance function to perform. One exception to this rule is the use of the PM-1 for employee deletions (discussed later).

PM-1 transactions should be submitted to the central system load and validated with all other central system transactions. They are not validated in the central system, but they are passed on for History to validate.

PM-1 transactions are used to add detail items, change the value of detail items, delete detail items, and delete employees. Matching with the History Master File is done on company, employee number, date, and field number. Additions can have no matching History Master record. Changes and deletions must have a matching History Master record. Data must not be entered for deletions, and it must meet editing criteria when supplied with an add or change.

Editing of PM-1 data (Columns 31 through 79) is based on the format code for the field number listed on the SRG Field Number table. Date values must meet date requirements. Name values must be entered as last name, comma, two spaces, and first name. Numeric data values with no decimals must be entered with leading zeros and must not end with a slash. Decimal data values (SRG format codes 04 and 06) can be entered without leading significant zeros and without trailing decimal zeros. These values must contain the decimal point and must end with a slash unless there are no decimal digits. In this case, the decimal point can be omitted.

Deleting an Employee from the LTD History File

An employee can be completely eliminated from the Life-to-Date History File by entering a PM-1 transaction with **E** coded in column 80. Employee delete transaction of this nature must contain the employee number and a field number value of zeros. When an employee deletion is encountered, all employee headers and employee details for that employee are deleted from the History file.

Transferring an Employee

Employee transfers can be recorded using two PM-1 transactions: one for the Level 1-Level 2 from which an employee is transferred and a second one for the Level 1-Level 2 into which the employee is transferred. The data portion of each transaction is used to cross-reference the transfer-from/transfer-to Level 1, Level 2 and employee number.

Example

Employee Number **A1122** is to be transferred from Level 1-Level 2 **ALWA** into a new Level 1-Level 2, **ACTR**, with a new employee number of **C4578**.

Positions	Description	First PM-1 Transaction (From)	Second PM-1 Transaction (To)
3 - 6	Level 1-Level 2	ALWA	ACTR
7 - 16	Employee Number	A1122	C4578
18 - 23	Field Number	TRANTO	TRANFM
31 - 79	Cross-reference Data		
	35 - 38 Level 1-Level 2	ACTR	ALWA
	39 - 48 Employee Number	C4578	A1122
80	Maintenance Code	A	A

The TRANTO and TRANFM transaction codes refer to the cross-reference Level 1-Level 2 and employee number contained in the data-portion of the transaction.

During the usual processing, the Employee Transfer program generates these two transactions when a transfer occurs. The user can enter them if required.

Report Control Transactions Overview

Life-To-Date History produces only one report format, but options are available to obtain the report in a manner that meets management's needs. The report control transactions are the PM-B and PM-C transactions. The PM-B transaction provides sorting, paging, and totaling parameters. The PM-C transaction provides the selection criteria.

One PM-B transaction is required for each company included on the report. It contains the reporting parameters to apply only to the detail items selected from the company. Even though the report is actually one report, each company appears on the report as needed.

A maximum of 100 optional PM-C transactions are allowed for a company. The PM-C transactions can be used to select up to 100 specific employees or up to 100 specific field numbers, or both, and provide beginning and ending dates for a range selection for the company.

PM-B Transaction

The PM-B transaction is used to identify companies to select for a report. Each level 1-level 2 can have only one PM-B.

You can use the options available on the PM-B transaction to choose the sequence in which the selected detail items are reported. Three options affect report sequence: Major sequence option, Low-Level sequence option, and Minor sequence option.

The Major Sequence Option allows the user to sort by

- Report number within Level 1 or Level 1 - Level 2
- Level 1 or Level 1 - Level 2 within report number
- Report number only.

(Because History currently provides only one report number, selection of control levels within report number does not differ from selection of report number within control levels.) Selecting a Major Sequence Option using Level 1 - Level 2 for each company segregates the companies. This simulates several reports because each company can appear in different minor sequences. However, it is possible to obtain reports in which employees from different companies are listed together. Submission of a number of PM-Bs, each of which contains a Major Sequence Option that specifies sequencing only on Level 1 will result in grouping all detail items for each Level 1 submitted regardless of Level 2s. Similarly, using the report-number-only Major Sequence Option will group all detail items regardless of their major levels of control.

The Low-Level Sequence Option is used to specify the lowest level of control to use in the sequence of the company. The Minor Sequence Option is used to specify the sequence of the detail items within the levels of control.

The Low-Level Total Option is used to specify the lowest level of control at which to accumulate totals and the Low-Level Page Option is used to specify the lowest level of control at which to make page ejection occur.

The Snapshot Indicator allows the user to see the latest values saved for employees within the selection criteria specified in the PM-C transaction. In this way, only the most recent changes for employees can be obtained regardless of the save date. When the Snapshot Indicator is used with an ending date on the PM-C transaction, the report shows the contents of the employees' Personnel Master records as they are on the effective ending date (for the fields saved to History).

PM-C Transaction

The PM-C transaction is used to provide selection criteria for each level 1-level 2. No PM-C can be submitted without an accompanying PM-B. Up to 100 PM-C transactions can be submitted for each company. If the PM-B transaction for a company is rejected by the transaction edit, all PM-C transactions for that company will be rejected. If a PM-C transaction fails the edit, only it is rejected, and all others are processed. If only one PM-C transaction is submitted and fails the edit, both the PM-B and PM-C transactions are rejected.

Only one PM-C transaction can specify a date range for the company. This date range, consisting of a beginning and ending date, is inclusive and applies to all detail items within the company.

Each PM-C transaction can specify one employee number for selection. While each transaction can specify up to five SRG field numbers with their driven fields, only the first 100 are used for selection. The total of 100 field numbers includes the driven fields. These driven fields can be included by entering the SRG field numbers on the PM-C transaction. The total number of fields is reached by taking the first driver and adding its drivens, the second driver and its drivens, the third driver and its drivens until the maximum of 100 is reached.

Control Field Description Transactions Overview

The Life-to-Date History module makes possible preserving any data fields in the personnel employee records for future reference. This is accomplished by saving the new value for the data field when that field is changed.

However, you must communicate to the system which fields to save, when to start saving them, how many times to save them, and how long to save them. This communication is accomplished using the HRMS Tables File. The History segment of the HRMS Tables File is created using T33, Control Field Description Transactions.

Control Field Description Transaction Usage

The T33 transaction is used to identify the fields to save on the History Master if the value in them changes on the central system Employee Master File. It specifies when to start saving the field, how many occurrences of the field to maintain for an employee, how long to maintain each occurrence, and what associated fields to save along with the control field. The T33 transactions are used to create the History segment of the HRMS Tables File, which is used by History to obtain that information.

A T33 transaction for each field to save for the company must be entered into the Table Update procedure. If the user has identified more than seven include fields for the control field, multiple T33 transactions can be entered for the control field by increasing the multiple record code by 1 for each additional transaction. The multiple record code for the first (or only) T33 transaction for a control field must be 001.

The control field number is most commonly called the driver because it drives the include fields to History. The include fields are most commonly called drivens. Driver and driven fields must be entered as standard Personnel SRG field numbers.

7 Transactions Descriptions

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7-2	HIS [80] - Driver and Driven Field Control (MH4)
7-3	P* Module Control Transaction
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7-9	PM-C History Report Selection
7-10	T-33 History Description Table Transaction

Introduction

This chapter contains the transaction descriptions for the Life-to-Date History module.

HIS [80] - Driver and Driven Field Control (MH4)

Function HRMS Tables File Report control - Life-to-Date History data

Associated Screens None

Positions	Field Name	Description
1-3	Transaction Code	Required, alphanumeric, reset not applicable Constant HIS
4-5	Level 1	Optional, alphanumeric, reset not applicable
6-7	Level 2	Optional, alphanumeric, reset not applicable
8	L1 L2 Page Break Switch	Optional, alphanumeric, reset not applicable Blank = Page break by Level 1 and Level 2 * = Do not page break by Level 1 and Level 2
9-14	Date	Optional, numeric, reset not applicable
15-80	Reserved	Blank

P* Module Control Transaction

Positions	Field Name	Description
1-2	Transaction Code	Required, alphanumeric. Constant P*
3-4	Level 1	Required, alphanumeric. Constant **
5-6	Level 2	Required, alphanumeric. Constant **
7-16	Reserved	Required, alphanumeric. Valid values are: Zeros
17	Separator Code	Required, alphanumeric. Constant *
18-27	Reserved	Required, alphanumeric. Valid values are: Blank
28-30	Life-To-Date History Options	
28	Update Option	Required, alphanumeric. Valid values are: 0 - Do not update 1 - Update
29	Validate Option	Required, alphanumeric. Valid values are: 0 - Do not validate PM transactions 1 - Validate PM transactions
30	Extract Option	Required, alphanumeric. Valid values are: 0 - Do not extract 1 - Extract
31-80	Reserved	Blank

PM-1 Employee Maintenance Transaction

Positions	Field Name	Description
1-2	Transaction Code	Required, alphanumeric. Constant PM
3-4	Level 1	Required, alphanumeric.
5-6	Level 2	Required, alphanumeric.
7-16	Employee Number	Required, alphanumeric.
17	Separator Code	Required, numeric. Constant 1
18-23	Field Number	Required, alphanumeric.
24-30	Change Date/Iteration	Required, numeric. <i>YYMMDDI</i> : where <i>YYMMDD</i> is the change effective date; and <i>I</i> is the iteration number. Iteration numbers are usually zero. If more than one change is entered for the same field on the same day, the second occurrence is iteration number 1, the third is iteration number 2, up to a maximum of 9.
31-79	Data	Required, alphanumeric. Data to History.
80	Maintenance Code	Required, alphanumeric. Valid values are: A - Add C - Change D - Delete E - Employee Delete

PM-A Limits Testing Override

Positions	Field Name	Description
1-2	Transaction Code	Required, alphanumeric. Constant PM
3-16	Reserved	Blank
17	Card Separator	Required, alphanumeric. Constant A
18	Reserved	Blank
19	Override Code	Required, alphanumeric. Valid values are: Blank - No Suppression 2 - Suppress Purge Processing
20-25	Override Date	Required, numeric. YYMMDD
26-80	Reserved	Blank

PM-B History Report Control Parameters

Positions	Field Name	Description
1-2	Transaction	Required, alphanumeric. Constant PM
3-10	Major Levels of Control	Required, alphanumeric. (Levels 1 and 2 in positions 7-10)
11-30	Reserved	Blank
31	Separator Code	Required, alphanumeric. Constant B
32	Major Sequence Option	Required, alphanumeric. Valid values are: 0 - Sort by report number only. * - Sort by report number within level 1 and level 2. 1 - Sort by level 2 within report number. 2 or Blank - Sort by level 1 and level 2 within report number. Note: Option limits - 0 - no level page breaks or total breaks can be used. # and 1 - no level, page, or total breaks other than level 1 can be used.
33	Low Level Sequence Option	Required, alphanumeric. Valid values are: 0 or Blank - Ignore all levels 3 - Sort by level 3 4 - Sort by level 4 5 - Sort by level 5

(continued)

Positions	Field Name	Description
34	Minor Sequence Option	Required, alphanumeric. Valid values are: 1 - Sort by Employee Number 2 or Blank - Sort by Employee Name 3 - Sort by Change Date 4 - Sort by Field Number
35	Low Level Total Break	Required, alphanumeric. Valid values are: 0 - Ignore all levels 1 - Print totals by level 1 2 or Blank - Print totals by level 2 3 - Print totals by level 3 4 - Print totals by level 4 5 - Print totals by level 5 Cannot exceed entry for Low Level Sequence Option
36	Low Level Page Break	Required, alphanumeric. Valid values are: 0 - Ignore all levels 1 - Page break on level 1 2 - Page break on level 2 3 - Page break on level 3 4 - Page break on level 4 5 - Page break on level 5 Only codes 1 and 2 are allowed if Low Level Sequence Option is 0. Cannot exceed entry for Low Level Sequence Option.
37	Selection Option	Required, alphanumeric. Valid values are: Blank - No selection * - Print selected records only

(continued)

Positions	Field Name	Description
38	Snapshot Indicator	Required, alphanumeric. Valid values are: Blank - No snapshot * - Print most recently saved fields only
39-80	Reserved	Blank

PM-C History Report Selection

Positions	Field Name	Description
1-2	Transaction Code	Required, alphanumeric. Constant PM
3-10	Major Levels of Control	Required, alphanumeric. (Levels 1 and 2 in positions 7-10)
11-20	Employee Number	Required, alphanumeric.
21-30	Reserved	Blank
31	Separator Code	Required, alphanumeric. Constant C
32-37	Beginning Date	Required, numeric. YYMMDD
38-43	Ending Date	Required, numeric. YYMMDD
44-50	Field Selector 1	
44-49	Field Number to be Selected	Required, numeric.
50	Code Number	Required, alphanumeric. Valid values are: * - include driven fields blank - do not include driven fields
51-78	Field Selectors 2-5	Required, alphanumeric. Repeat positions 44-50.
79-80	Reserved	Blank

T-33 History Description Table Transaction

Note: All driver and driven fields must be standard Personnel SRG numbers.

Positions	Field Name	Description
1-3	Transaction Code	Required, alphanumeric. Constant T33
4-6	Multiple Record Number	Required, numeric. For first or only entry for this Driver, must be 001.
7	Maintenance Code	Required, alphanumeric. Valid values are: A - Add C - Change D - Delete
8-15	Major Levels of Control	Required, alphanumeric. (Levels 1 and 2 in positions 12-15)
16-21	Control Field Number (Driver)	Required, numeric.
22-24	Occurrence Limit	Required, numeric. 001-999
25-30	Start Date	Required, numeric. YYMMDD
31-34	Duration Limit	Required, numeric.
35	Reserved	Required, alphanumeric.
36-41	Include Field Number 1	Required, numeric. Driven Field 1
42-47	Include Field Number 2	Required, numeric. Driven Field 2
48-53	Include Field Number 3	Required, numeric. Driven Field 3
54-59	Include Field Number 4	Required, numeric. Driven Field 4
60-65	Include Field Number 5	Required, numeric. Driven Field 5
66-71	Include Field Number 6	Required, numeric. Driven Field 6
72-77	Include Field Number 7	Required, numeric. Driven Field 7
78-80	Reserved	Blank

Chapter Contents

8-1	Introduction
8-2	Employee History File Maintenance Report
8-4	Employee History Survey
8-6	History Module Transaction Report

Introduction

This chapter provides a description and sample of each report produced in the Life-to-Date History module.

Employee History File Maintenance Report

FILE MAINTENANCE AND ERROR REPORT				PRH110	MH4	PERSONNEL		PAGE	1
RUN DATE 10-03-1997						MANAGEMENT		PERIOD END DATE 08-31-2001	
EMPLOYEE HISTORY									
APPL CD	L1L2	RTYP	EMP NO	SEQ NO	CHG DATE	FID NO	MCD DLEN	REMARK	
MH4	ALWB	1		101	200108310	000000		HEADER RECORD-REPLACED	
MH4	ALWB	2	9999	301	200108310	000000		HEADER RECORD-ADDED	
MH4	ALWB	2	9999	302	200108310	000000		HEADER RECORD-ADDED	
MH4	ALWB	2	9999	311	200108310	601007	30	AUTO GENERATED	
MH4	ALWB	2	9999	311	200108310	601021	06	AUTO GENERATED	
MH4	ALWB	2	9999	311	200108310	601021	06	DUP REC-REJECT	****
MH4	ALWB	2	9999	311	200108310	601021	06	DUP REC-REJECT	****
MH4	ALWB	2	9999	311	200108310	601021	06	DUP REC-REJECT	****
MH4	ALWB	2	9999	311	200108310	601021	06	DUP REC-REJECT	****
MH4	ALWB	2	9999	311	200108310	607009	05	AUTO GENERATED	
MH4	ALWB	2	9999	311	200108310	607029	05	AUTO GENERATED	
MH4	ALWB	2	9999	311	200108310	610051	05	DUP REC-REJECT	****
MH4	ALWB	2	9999	311	200108310	610051	05	DUP REC-REJECT	****
MH4	ALWB	2	9999	311	200108310	615009	06	AUTO GENERATED	
MH4	ALWB	2	9999	311	200108310	615018	05	AUTO GENERATED	
MH4	ALWB	2	9999	311	200108310	615041	06	AUTO GENERATED	
MH4	ALWB	2	9999	311	200108310	615041	06	DUP REC-REJECT	****
MH4	ALWB	2	9999	311	200108310	615043	03	AUTO GENERATED	
MH4	ALWB	2	9999	311	200108310	615043	03	DUP REC-REJECT	****
MH4	ALWB	2	9999	311	200108310	615044	06	AUTO GENERATED	
MH4	ALWB	2	9999	311	200108310	615045	04	AUTO GENERATED	
FILE MAINTENANCE AND ERROR REPORT				PRH110	MH4	PERSONNEL		PAGE	2
RUN DATE 10-03-1997						MANAGEMENT		PERIOD END DATE 08-31-2001	
EMPLOYEE HISTORY									
L1L2	HIST-TRANS-FILE		HIST-MAST-FILE		HIST-MAST-FILE-OUT				
ALWB	RCD IN	36	227						
	RCD OUT				246				
	REJECTED	16							
	ADDITIONS		1		1				
	CHANGES								
	DELETES								
	AUTO GEN	17	140		157				
	HEADERS	3	86		88				

Report Sequence

The Employee History File Maintenance report is sequenced by level 1 - level 2, employee number, sequence number (which distinguishes employee detail records from employee headers and organization headers), change date, and SRG field number. In this manner, the organization header (level 1 - level 2) appears first, followed by the employee headers and employee detail records for each employee.

Purpose

To provide a listing of activity for the employee Life-to-Date History Master File in an update cycle.

Report Explanation

This report is generated and printed by PPH760.

Headings

Formatted by the system. See the sample report for specifics.

Details

The report lists the SRG field numbers for the fields saved for an employee. Each field number is accompanied by the date it was changed on the Employee Master File (supplied by the AA transaction for the level 1 - level 2) and a remark describing the nature of the activity. Remarks identify the activities that were maintenance adds, maintenance deletes, maintenance changes, automatic adds, invalid updates, duplicate rejects, and limits deletes.

All activities listed as limits deletions apply only to driver fields. Driven fields deleted because of the deletion of a driver field are listed by company on an addendum to this maintenance report.

Deleted driven fields are listed separately from the usual activities on the maintenance report because their deletion occurs in subsequent processing during the update cycle. They are listed by level 1 - level 2 and identified as either deleted or not deleted, additional drivers. Deleted implies removal from the file; and not deleted, additional drivers implies nonremoval from the file. (A not deleted, additional driver occurs when a driven field has been driven by multiple drivers, but only one is currently deleted.)

Totals

Totals by level 1 - level 2 to reflect transactions and master file functions (adds, changes, deletions).

Employee History Survey

PERSONNEL MANAGEMENT AND REPORTING - HISTORY SURVEY										DATE 1997/09/24		PAGE 0001
* * * * * C U R R E N T D A T A * * * * *												
EMPL NO	N A M E		SEX	SSN	BIRTH	EEOC DATE	I	FLD-NO	* * FIELD	NAME * *	VALUE	
LEVEL-CONTROLS 0-2			ALWB 3-		5-							
3010	ATKINS,	MICHAEL	ALWB3010 M	523478222	19690121 W	199801310	606014	EMPLOYEE BIRTHDAY	-00019551125000000{000000			
3016	ATKINS,	MARY-LOUISE	ALWB3016 F	312678005	19670302 AA	200012310	2601021	NORMAL SALARY	- 571.38			
							2610001	SALARY CHG DATE	-00019910401000000{000000			
							2610006	SALARY CHG DATE	-00019910601000000{000000			
							1610051	SALARY CHG NEXT DATE	-00019981201000000{000000			
3020	CRAWFORD,	DANIEL F.	ALWB3020 M	456328976	19650504 FIL		2609041	PERFORM REV NEXT DATE	-00019980101000000{000000			
							2615041	MIDPOINT SALARY	- 100,000.00			
							2615043	COMPA-RATIO	- .0520			
							2615044	PREV. ANNUAL SALARY	- 55,000.00			
						200012311	1601021	NORMAL SALARY	- 200.00			
							2610001	SALARY CHG DATE	-00000000000000000{000000			
							2610006	SALARY CHG DATE	-00000000000000000{000000			
							1610051	SALARY CHG NEXT DATE	-00019981201000000{000000			
3018	CRAWFORD,	RAMON	ALWB3018 M	318432092	19660403 AI		2612008	PREVIOUS LOCATION	-DENVER			
							1612010	PREV TRANS DATE	-00019990101000000{000000			
							2612011	PREV TRANS REASON	-02			
3012	ATKINS,	JOSEPH R.	ALWB3012 M	111111180	19680201 B	200112310	611005	SKILL LST YR USED	-2001			
3016	ATKINS,	MARY-LOUISE	ALWB3016 F	312678005	19670302 AA		610006	SALARY CHG DATE	-00020000131000000{000000			
TOTALS LEVEL 2							601021	NORMAL SALARY	- 771.38			
							615041	MIDPOINT SALARY	- 100,000.00			
							615043	COMPA-RATIO	- .0520			
							615044	PREV. ANNUAL SALARY	- 55,000.00			
TOTALS LEVEL 1							601021	NORMAL SALARY	- 771.38			
							615041	MIDPOINT SALARY	- 100,000.00			
							615043	COMPA-RATIO	- .0520			
							615044	PREV. ANNUAL SALARY	- 55,000.00			

Report Sequence

The sequence of the Employee History Survey is user determined. Options controlling the sequence are specified in the PM-B transaction.

Purpose

To display the data captured by the History Update procedure.

Report Explanation

This report is generated by PPH430 and printed by PPH460.

Headings

Formatted by the system. See the sample report for specifics.

The indicator immediately to the left of the Field Number identifies the type of field: 1-driver; 2-driver; blank-add.

Details

Each line item appearing on the Employee History Survey report provides the date the field changed, the Iteration number of the change, and the SRG field number that identifies the field. This information provides a literal translation of the SRG field number and the contents of the changed field. An additional indicator identifies the reason the field was saved, for example, a driver, a driven or a PM-1 add.

Vital information provided for each employee on the report includes employee number, employee name, sex, social security number, date of birth, and EEOC code.

Options available on the PM-B and PM-C transactions allow for the selection of up to 100 employees, selection on up to 100 fields, specification of an upper or lower date boundary (or both), and snapshot selection.

Totals

User determined by levels chosen.

History Module Transaction Report

RUN DATE 03-16-1998		HISTORY MODULE TRANSACTION		PAGE 4	
RUN TIME 09-21-31		REPORT			
AF03	6742 PV 7	AL19770511AL72-33792-34			
AF03	6742 RG	50198			
AF03	7104 PF 7		012		
AF03	7104 PF 8GH100100000002LI4000250000LI5001500000LI6000400000				
AF03	7104 PH 5STIN12100010001 19730324000568200012077 SPEC3 08 05				
AF03	7104 PH 6STIN1210001STENOGRAPHER	197303248 000568200077			
AF03	7104 FM 1611001770101023/		A		
AF03	7104 FM 16110027701010124/		A		
AF03	7104 FM 1611003770101003/		A	NOT TWO NUMERIC DIGITS	REJECT
AF03	7104 FM 161100477010101		A		
AF03	7104 FM 1611005770101077/		A	INVALID DATE	REJECT
				NOT FOUR NUMERIC DIGITS	REJECT
AF03	7104 FM 161100677010102		A		
AF03	7104 FM 161100777010103		A		
AF03	7104 FM 1611001770101023/		A		
AF03	7104 FM 16110027701010124/		A		
AF03	7104 FM 1611003770101003/		A	NOT TWO NUMERIC DIGITS	REJECT
AF03	7104 FM 161100477010101		A		
AF03	7104 FM 1611005770101077/		A	INVALID DATE	REJECT
				NOT FOUR NUMERIC DIGITS	REJECT
AF03	7104 FM 161100677010102		A		
AF03	7104 FM 161100777010103		A		
AF03	7104 FM 16070117508010035		A		
AF03	7104 FM 1611001770101023/		A		
AF03	7104 FM 16110027701010124/		A		
AF03	7104 FM 161103770101003/		A		
AF03	7104 FM 161100477010101		A		
AF03	7104 FM 1611005770101077/		A	INVALID DATE	REJECT
				NOT FOUR NUMERIC DIGITS	REJECT
AF03	7104 FM 161100677010102		A		
AF03	7104 FM 161100777010103		A		
AF03	7104 FM 16070087508010ES		C		
AF03	7104 FM 16070097508010730115		C	INVALID DATE	REJECT
				NOT EIGHT NUMERIC DIGITS	REJECT
AF03	7104 FM 16070107508010034		C		
AF03	7104 FM 16060217508010		D		
AF03	7104 FM 16060227508010		D		
AF03	7104 FM 16060257508010		D		
AF03	7104 FM 16060267508010		D		
RUN DATE 03-16-1998		HISTORY MODULE TRANSACTION		PAGE 5	
RUN TIME 09-21-31		REPORT			
AF03	9465 FM 10000007508010		E	EMP. DEL SUBMITTED W/ CHANGES	REJECT
AF03	15421 FM 1TRANFM7306300 MS04 15421		A		
AF03	26312 FM 1TRANIO7703010 MS04 1492		A		
AF03	52109 FM 10000007508010		E	EMP. DEL SUBMITTED W/ CHANGES	REJECT
** TOTAL	AF03	RECORD COUNT CONTROL			
		IN REJECT ACCEPT OUT			
		527 9 147 518			

Report Sequence

The History Module Transaction report for Personnel transactions is sequenced by level 1- level 2, employee number, transaction type, and field number.

Purpose

To provide an edit list for all PM-1 transactions that were submitted. Even though all transactions are listed on this report, only the PM-1 transactions are subjected to the edit/validate because all other transactions were validated in Transaction Validate (PLP400).

Report Explanation

This report is generated and printed by PPH710.

Headings

Formatted by the system. See the sample report for specifics.

Details

All PM-1 transactions that fail the edit or validate are identified by an appropriate rejection message. Page breaking is performed for each level 1 - level 2.

Totals

Totals by level 1 - level 2 are given for the number of transactions read, rejected, and accepted. Final totals are also given for all level 1 - level 2s.

9 Messages

Chapter Contents

9-1	Introduction
9-2	PM-1
9-4	PM-B
9-5	PM-C
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Introduction

This chapter lists error messages you can receive during processing of transactions for the Life-to-Date History module.

PM-1

Message	Reason	Action
INVALID MAINT. CODE 80-80	Maintenance code is not A , C , D , or E .	Correct and resubmit.
INVALID DATA 31-79 INVALID DATA FOR THIS FIELD	The data submitted for a manual add or change does not conform to the editing criteria for the specified SRG field number.	See the Transaction Descriptions for the editing criteria. Correct and resubmit.
INVALID CHANGE DATE 24-30	The date submitted as the change date is not a valid date.	Correct and resubmit.
INVALID FIELD NUMBER 18-23	The field number is not an SRG field number.	Correct and resubmit.
INVALID DATE	The date submitted as a data entry in positions 31-79 is not a valid date.	Correct and resubmit. Must be <i>YYMMDD</i> format.
NOT TEN NUMERIC DIGITS	Data submitted in positions 31-79 must be 10 numeric digits.	Correct and resubmit.
NOT NINE NUMERIC DIGITS	Data submitted in positions 31-79 must be 9 numeric digits.	Correct and resubmit.
NOT SEVEN NUMERIC DIGITS	Data submitted in positions 31-79 must be 7 numeric digits.	Correct and resubmit.
NOT SIX NUMERIC DIGITS	Data submitted in positions 31-79 must be 6 numeric digits.	Correct and resubmit.
NOT FIVE NUMERIC DIGITS	Data submitted in positions 31-79 must be 5 numeric digits.	Correct and resubmit.
NOT FOUR NUMERIC DIGITS	Data submitted in positions 31-79 must be 4 numeric digits.	Correct and resubmit.

(continued)

Message	Reason	Action
NOT THREE NUMERIC DIGITS	Data submitted in positions 31-79 must be 3 numeric digits.	Correct and resubmit.
NOT TWO NUMERIC DIGITS	Data submitted in positions 31-79 must be 2 numeric digits.	Correct and resubmit.
NOT ONE NUMERIC DIGIT	Data submitted in positions 31-79 must be 1 numeric digit.	Correct and resubmit.
INVALID YYMM	Short date submitted in positions 31-79 is not a valid date.	Correct and resubmit.
DATA NOT EQUAL TO M OR F	Sex submitted in positions 31-79 not F or M.	Correct and resubmit.
INVALID EMP. DELETE 18-23, 80	An employee delete transaction contains an invalid combination of fields.	An employee delete must have a field number of zeros, and it must contain a valid employee number and a maintenance code of E .
EMP. DEL SUBMITTED W/CHANGES	An employee delete transaction was encountered along with manual changes to the same employee.	The system accepts the delete or all the manual changes, whichever is encountered first. The others are rejected.

PM-B

Message	Reason	Action
SEQ PM-B, PM-C, BY MAJ LVLS	Input sequence of PM-B and PM-C transactions is not correct. Sort module MPH415 failed or was not run, or required PM-B not submitted with PM-C.	Ensure a matching PM-B indicating detail selection (column 37) is included for each PM-C.
01-02 MUST BE PM	Input control transaction not recognized by this system. Possibly incorrectly entered in columns 1 or 2, or foreign transaction got mixed in.	Correct and resubmit.
03-06 MUST BE SPACES	Level 0 cannot be entered	Correct and resubmit.
07-10 CANNOT BE SPACES	Level 1 - Level 2 must be entered	Enter levels of control and resubmit.
31 MUST BE B	Transaction separator required - see 01-02 above.	Correct and resubmit.
32 MUST BE *, #, 0-2	One of the acceptable options is necessary to prepare the report.	Enter appropriate option and resubmit.
33 MUST BE 0-5	One of the acceptable options is necessary to prepare the report.	Enter appropriate option and resubmit.
34 MUST BE 1-4	One of the acceptable options is necessary to prepare the report.	Enter appropriate option and resubmit.
35 MUST BE 0-5	One of the acceptable options is necessary to prepare the report.	Enter appropriate option and resubmit.
36 MUST BE 0-5	One of the acceptable options is necessary to prepare the report.	Enter appropriate option and resubmit.
37 MUST BE SP, * NEED PM-C	If * is entered, a matching (Level 1- Level 2) PM-C must be entered; otherwise, code must be blank , and no PM-C can follow.	Enter appropriate option and resubmit.
38-80 MUST BE SPACES	Unused portions of the transaction must be left blank.	Correct and resubmit.

PM-C

Messages	Reason	Action
01-02 MUST BE PM	Input control transaction not recognized by this system. Possibly incorrectly entered in positions 1 or 2, or foreign transaction got mixed in.	Correct and resubmit.
03-10 CANNOT BE SPACES	Level 1 and level 2 must be entered.	Enter levels of control and resubmit.
31 MUST BE C	Transaction separator required - see 01-02 above.	Correct and resubmit.
32-37 INVALID DATE FORMAT	Date must be valid and in year, month, day format.	Correct and resubmit.
38-43 INVALID DATE FORMAT	Same as 32-37 above.	Correct and resubmit.
44-49 MUST BE NUM OR SP	Field number field must contain a field number (numeric) or be left blank.	Correct and resubmit.
50 MUST BE * OR SP	Code for referencing driven fields according to the LTD History Tables File must be *, or blank.	Correct and resubmit.
51-56 MUST BE NUM OR SP	Same as 44-49 above.	
57 MUST BE * OR SP	Same as 50 above.	
58-63 MUST BE NUM OR SP	Same as 44-49 above.	
64 MUST BE * OR SP	Same as 50 above.	
65-70 MUST BE NUM OR SP	Same as 44-49 above.	
71 MUST BE * OR SP	Same as 50 above.	
72-77 MUST BE NUM OR SP	Same as 44-49 above.	

(continued)

Messages	Reason	Action
78 MUST BE * OR SP	Same as 50 above.	
79-80 MUST BE SPACES	Unused portions of the transaction must be left blank.	Correct and resubmit.
MATCHING PM-B FAILED	This control transaction could not be processed because the required matching PM-B control transaction failed to pass edit specifications.	Transaction can be resubmitted with corrected PM-B.

T-33

Message	Reason	Action
DUPLICATE REJECTED	Multiple transactions with identical driver field number, level 1, level 2, and multiple record code.	
INVALID TRANSACTION CODE	Transaction code not T33 .	
INVALID MULT REC. CODE	Multiple record code is not numeric .	
INVALID MAINT. CODE	Position 7 must be A, C or D.	
INVALID CONTROL FIELD NO.	Driver field number is not numeric.	
INVALID FIELD NO.	One of the field numbers is not an SRG field number.	
INVALID OCCURRENCE LIMIT	Occurrence limit is not numeric.	
INVALID DATE LIMIT	Date limit is not numeric.	
INVALID DATE	Date limit not valid.	
INVALID TIME LIMIT	Time limit not numeric.	
INVALID NUMERIC RANGE	Life-to-Date History was designed to maintain Personnel information only. Driver and driven fields must be entered as standard Personnel SRG field numbers.	

