

Release Notes 1.6

9/23/02

The following items have been moved (migrated) to Production for use by Agencies beginning on September 23, 2002.

- The calculation for the retention earnings codes (R5, R10, R15, R20, R25) has been modified. The calculation for the retention allowance associated with those earnings codes is now calculated on Base Pay alone instead of Base plus locality.
 - **PROCESSING REMINDER:** Users may use the percentage Retention earnings codes where applicable. The flat rate (RET) earnings code is also available but the user would need to calculate the per pay period amount.
- The Agency Table was loaded with the OPM descriptions (names) for Federal agencies. The Description was added to the Description field on the Payroll Interface Information tab. These full descriptions will now print on the SF50 for transfers. The 50 will now show for example, Transfer from: Department of Labor. Prior to this table being loaded, a blank space appeared after Transfer from.
- Modifications were made to the SF-50 and SF-52 generation program. The approval date (box 49) is now the date the PAR status of the action is changed to Processed (PRO). This is the date the action is approved by HR and meets the OPM requirement for the approval date. Also, a change was made for remarks, specifically the ZZZ remark. The modification addresses the following ZZZ issues, formatting problems, overlapping remarks and duplicate remarks.
 - **PROCESSING REMINDER:** In order for the ZZZ or other free form remarks to print correctly, it is important for the users to do the following: 1.) Enter them as if you are writing a sentence or paragraph as opposed to a bulleted list, 2.) Do not hyphenate across lines, if a word is breaking, enter the full word on the next line, 3.) Fill each line before moving onto the next one even though it may be counterintuitive, like an address we want to enter it like it would appear on a label, but enter it on one line separated by commas. Also, remember the ZZZ remark can only be entered once. **FOLLOWING THESE STEPS IS CRITICAL TO ENSURING THE ZZZ REMARKS PRINT CORRECTLY.**
- The Tenure Conversion automatic actions processing program has been modified so the correct Legal Authority will generate on these actions based on the employees type of appointment.
- The incorrect description appearing in the NOA description field next to the NOA Ext (ie. Start/Chg) has been fixed by modifying a field on the Data Control page. The correct descriptions now appear in the NOA description fields.
- The geographic location (Geo Loc) table has been updated to reflect correct foreign geographic location code descriptions.

- There were incidents where users were trying to create a requisition but they received an error upon saving. This error referred to the system erroneously trying to give out the same requisition number to two requisitions. A fix was migrated to ensure this would not occur again. The fix entailed selecting the next number in sequence to set a placeholder in the requisition number until the record is saved in order to prevent two people being assigned the same number.
- The payroll interface was modified to send only the FEGLI effective date and FEGLI Code for Hires and NOAC 881 actions.
- The payroll interface was modified for the Comp Level code. Prior to this change, the interface combined the Comp Area and Comp Level code fields. Now the interface will only use the Comp Level code field. Since this is a three-character field and the Legacy requires four, the interface will add a 0 to the front of the value entered.
 - **PROCESSING REMINDER:** Be sure to enter the 3-digit Comp Level into the Comp Level Field. It is no longer necessary to split up the value in the Comp Area and Comp Level Fields.
- The following queries have been modified:
 - HE0001 – Possible WGI – This report contains all active employees with a WGI due date between dates entered in the parameters.
 - HE0002 – Automatic WGI – This report contains all active employees with an effective dated row between the dates entered in the parameters and the NOA code on that row is 893.
 - HE0021 – WGI Elig – Missing Reports To - This report contains all active employees with a WGI due date between the dates entered in the parameters who are missing a reports to position.
 - HE0022 – WGI Elig – No Employee Review – This report contains all active employees with a WGI due date between the dates entered in the parameters who are missing a performance review.
 - HE0025 – Terminated Employees Query – This report was modified to include the NOA code and it now reports terminated and retired personnel.
- A series of public queries have been migrated to allow those individuals with access to run the queries. Please see the table below for detailed information about the queries.

EHRP Public Queries

Name	Purpose	Parameters	Data Provided
HE0038 – Union Report by Dept ID <i>NOTE: Requested by IHS.</i>	This provides data about who is part of the Local Union 1376-LIUNA AFL-CIO.	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • Dept ID • Employee Name • Position Title • Pay Table • Occ Series • Grade • Bargaining Unit • Union Code • Deduction Code • Description • Effective Date • Rate/Pct
HE0039 – Job Requisition Query	This report provides a list requisitions created for a specific recruiting office.	<ul style="list-style-type: none"> • Set ID • Recruiting Office 	<ul style="list-style-type: none"> • Recruiting Office • Job Requisition Number • Status • Status Date • WIP Status
HE0043 – Actions Processed within a Dept	This report provides list of actions that have been processed for a Dept ID for a period of time.	<ul style="list-style-type: none"> • Start Date • End Date 	<ul style="list-style-type: none"> • Dept ID • Empl ID • Employee Name • Position Number • Job Code • Action • Reason • NOA Code • NOA Description • NOA Ext • Effective Date
HE0044 – Employee Union info by Dept ID <i>NOTE: Requested by HRSA.</i>	This report provides a list of employees who are in Unions sorted by Dept ID.	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • Dept ID • Employee Name • Bargaining Unit • Pay Plan • Occ Series • Grade • Official Title • Job Code • Location Code • Union Code