

**SUBJECT:** Security Roles Associated with Carrier Enrollment Accounting and Retiree Benefit Accounting Processes

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**ANNOUNCEMENT**

This announcement is to inform users of the security roles associated with the Carrier Enrollment Accounting and Retiree Benefit Accounting Processes. The table below details the security roles and menu items that each role accesses so that security administrators can provide users with the appropriate access.

Role	Menu	Item
BOR_GL_PAY_INTERFACE	Carrier Enrollment Accounting	Create CES Accounting Entries
		Correct CES Acctg Errors
		CES Mass Error Correction
		Personnel Services Detail
		Create CES Reporting Table
		CES Recon Errors (Aug to May)
		CES Reconciliation Detail
		CES Premium Reconciliation Rpt
		Faculty Pay Group Members
		CES Plan to Deduction Code Map (Read-only)
		CES Deduction Code Mapping
		CES Control Report
		ADP Account Progression Report
		Winflex Benefit Elections (Read-only)
ADP Process Audit		
BOR_GL_ADP_REPORT	Carrier Enrollment Accounting	Personnel Services Detail
		Create CES Reporting Table
		CES Recon Errors (Aug to May)
		CES Reconciliation Detail
		CES Premium Reconciliation Rpt
		Faculty Pay Group Members
		CES Control Report
ADP Account Progression Report		
BOR_ADP_RET_BEN_ACCTG	Retiree Accounting-> Retiree Benefits	Retiree Benefit Accounting
		Retiree Ben. Error Correction
		Personnel Services Detail
		CES Control Report
		ADP Net Receivables Change
		Job Earnings Distribution (Read-only)
		Retiree Benefit Parameters (Read-only)
ADP Process Audit		
BOR_ADP_SUPP_PDR	Retiree Accounting-> Supplemental PDR	Supplemental PDR Accounting
		Supplemental PDR Error Correct
		Supplemental PDR Mapping (Read-only)
		Personnel Services Detail

		ADP Process Audit
BOR_ADP_PAYROLL_ADJ	Payroll Adjustments	Enter/Maintain Account Codes
		Create Payroll Recon Adjustmnt
		Enter Payroll Adjustments
		Load Payroll Adjustments to GL
		Payroll Adjustments Not Posted
		Personnel Services Detail
		Print Payroll Adjustments
BOR_GL_PRC_JRNL_GEN_PRC	Carrier Enrollment Accounting	Journal Generate CES Acctg
	Retiree Accounting-> Retiree Benefits	Jrnl Generate Retiree Benefits
	Retiree Accounting-> Supplemental PDR	Jrnl Generate Supplemental PDR
	Payroll Adjustments	Jrnl Generate Adjustments
BOR_GSU_ADP_IMPORT	Carrier Enrollment Accounting	Import GSU Accounting

**SUPPORTING DOCUMENTATION**

N/A

**MORE INFORMATION AND SUPPORT**

For a production down, business interrupting (emergency) situation, call the ITS Helpdesk immediately at 706-582-2001 or 1-888-875-3697 (toll-free within Georgia). For anything else, contact the ITS Helpdesk at [http://www.usg.edu/customer\\_services](http://www.usg.edu/customer_services) (self-service support requests requires a User ID and Password; contact the ITS Helpdesk to obtain self-service login credentials), or email [helpdesk@usg.edu](mailto:helpdesk@usg.edu).

**ADDITIONAL RESOURCES**

For information about ITS maintenance schedules or Service Level Guidelines, please visit <http://www.usg.edu/oiit/policies>.

