SUBJECT: GeorgiaFIRST HRMS Project Release 3.06

PURPOSE: Release of BOR fixes and enhancements (see details below).

TECHNICAL IMPACT:

DATABASE: Your PeopleSoft HRMS database has been upgraded with BOR Release 3.06, and is available. You can verify your release level by navigating to any page, hitting [CTRL][J], and verifying the last three digits of the Application Release field. Please note: during the release process, all server-side cache files are deleted; this may cause performance issues during initial page loads.

WORKSTATION: As with any release, we recommend clearing your internet browser cache files before logging in to your database.

SECURITY: Several security modifications were made as a part of this release (see details below).

<table>
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<tr>
<th>Functional Fixes and Enhancements</th>
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Modifications to Existing BOR Functionality:

Age Monthly Maintenance-Employee Report (BORR019B) – This report has been corrected to eliminate historical rows from printing for employees who switch health plans.

AP Garnishment Vendor Report (BORR123) – This Crystal report has been modified to correctly report the AP Vendor ID information on the report. The font size has also been increased to make the report easier to read. A modification has also been made to insure that the report breaks by Vendor ID, rather than Vendor Name.

Biweekly Time Entry – When additional time entry rows are inserted for an employee, the Biweekly Time Entry page is being modified to: 1) have the cursor default to the Earn Code field, and 2) leave the Earn Code field blank. Before the modification, the cursor was placed in the Week 1 field when an additional row was inserted and the value of the Earn Code field defaulted to REG.

Blue Cross/Blue Shield Interface (BORI021) – This interface has been corrected for an error with processing addresses for employees with blank address rows. In the previous version, if an employee on the interface did not have any address information, the interface would apply the address of the preceding employee to the non-address employee. This release provides for the interface to error-out and print a message indicating the missing address on the Trace File.

BORR_BEN_DATA View – The BORR_BEN_DATA record, which is a benefit reporting view used in Query, did not previously include the benefits tables new to version 8. This reporting view now uses the Benefit Snapshot tables.

Edit ERS/DEFCON Temp Table – PeopleCode associated with the ERS/DEFCON Temp Table is being modified to select the DEDCD from the PS_GENL_DED_CD table whenever a manual addition is made to the Temp Table. Not selecting the DEDCD from the PS_GENL_DED_CD table caused the information for an employee added to the ERS/DEFCON Temp Table with a DEFCON deduction to incorrectly show under the ERS section of the Contribution Record ERS (BORIF28F) report.

GL Interface (BORIF01) – Since the upgrade to version 8, the GL Interface will delete any payroll error messages for that particular payroll. This can be a problem if the user has not looked at error messages prior to running the interface, so during this release this program has been modified to print the error messages at the bottom of the SQR log (trace file), prior to deleting them.

Job Earnings Distribution Fix – A script is included in this release which makes a correction to EARNS_DIST_TYPE in PS_JOB to make = 'N' for all effective dated rows after June 1, 2004. Many
individuals hired after the version 8.8 release generated a row in PS_JOB_EARNS_DIST that caused them to have either A17 or A19 earnings on their paychecks. Release 3.05 included a fix to clear and disable PS_JOB_EARNS_DIST to prevent this earnings code error. This release includes a fix to clear the related EARNSDIST_TYPE flag in PS_JOB which would have been set to 'P' for Percent and would have generated an error message during payroll for these employees. This fix will reset the flag to 'N' for “None” and should eliminate this error, allowing these employees to process normally for payroll.

Last Applicant Register ID Update Process – The PeopleCode behind the process to update the Last Applicant Register ID in Recruit Workforce has been modified to correct for errors in assigning sequential Applicant Register IDs in the PS_ER_INSTALLATION (eRecruit Installation) table. The PeopleSoft released PeopleCode allowed for the Last Applicant Register ID to be updated incorrectly, occasionally causing the system to attempt to assign a Register ID that was already in use. This condition appears to primarily happen only under heavy workloads creating Applicants.

Manage Employee Cases Page – Several modifications have been made to this page in this release. 1) The Case ID Field will now start from 001 instead of 1. This modification will allow cases to be sorted correctly when there are more than 9 cases for an employee. 2) The Contract Type field on the Case Review 1 page was originally a required field in order to save the PT Appt case type. The PeopleCode has been modified so that a PT Appt case type can now be saved without populating that field. 3) The Position Title field on Case Review 1 page was not a required field in order to save the Status Change case type but it would become "required" if new cases are added for the same employee. PeopleCode has been modified to fix the problem.

MFE Search Pages - Search pages under Workforce Development have been modified so that the search results will only pull the Primary Job record, thus eliminating the duplicate records listed in the search results.

My Reports Pagelet – The My Reports pagelet off the home page can now be customized to show reports run in the last number of hours or days. Previously, customizing the My Reports homepage pagelet would result in an error.

Paycheck and Advice Print (PAY003/DDP003) – These two programs are being modified to correctly display YTD amounts for ORP and ORPLMT when an employee receives a check but is no longer enrolled in ORP or ORPLMT. Before the modification, if an employee had YTD ORP or ORPLMT amounts, but no longer enrolled in the plan, the YTD information did not display on the check or advice.

Populate ERS/DEFCON Temp Table (BORIF28A) – This process has been modified to use the employee’s mailing address if they have one, and if not, the employee’s home address.

Premium Reconciliation Report (BORR025A) – This report has been corrected to use Check Date for determining which earnings in PS_PAY_DEDUCT should be compared to the premiums calculated in BORR025 (Comprehensive Benefits Report). In the previous release, this report could show a shortfall for all biweeklyes, depending on what time of the month the report was run. Also column spacing was corrected to make the report easier to read, and rounding errors on Supplemental Life that would show differences of between .01 and .02 cents have been eliminated.

VISA/Permit Data Table – A script has been run to reset the effective date (EFFDT) of the V8.8 upgrade row of the VISA_PMT_DTA table. This will eliminate the error received when attempting to update information on the VISA/Permit Data page.

Security Fixes and Enhancements

Modifications to Model Security:

MFE Foundation Tables – Several foundation tables were added to the BOR MFE Manager role, which will give a user with this role access to modify three foundation tables: Honors and Awards, Licenses and Certifications, and Memberships. These new pages can be found by navigating to Set Up HRMS -> Common Definitions -> Accomplishments.
PeopleTools Pages – Security was modified in this release to cleanup Tree Manager and various PeopleTools pages that are not used in the GeorgiaFIRST model. Mainly, a role called BOR Tree Administrator has been deleted. If you have users in the database that previously had this role, the security administrator should replace this role with BOR Tree User. We have simplified the Tree Manager security such that now there are only two roles: BOR Tree User and BOR Tree User Read-Only. Any user who should have access to add departments to the department security tree should be given BOR Tree User.

**RELEASE DOCUMENTATION:** Detailed Release documentation is available at the HRMS/GeorgiaFIRST website: [http://www.usg.edu/gafirst/hrms](http://www.usg.edu/gafirst/hrms) - Release Information - Current Release. This includes any other documents related to this release, if applicable, as well as these release notes.

The following business processes have also been recently created or updated, and are available for viewing on our website:

- PAY 475 – Wages Paid After Death

**NEXT SCHEDULED RELEASE:** The next regularly scheduled release for Version 8 – 3.07 – is scheduled for December 2, 2004. This release will include PeopleSoft Tax Updates 04-A through 04-E (which includes the programs for W2 processing), as well as BOR fixes and enhancements.