Update: Known Issue: KI9.2-002-BP - Budget Prep Load Process Not Updating Department or Job Entry Dates Correctly

**POSTED:** July 17, 2019

**STATUS:** Active

**Audience:** HR Practitioners/Benefits Practitioners

**Update:** As a workaround, a correction has been made to the Department Entry and Job Entry dates for affected employees. Use the following navigation in OneUSG Connect to view the Job Entry Date:

NavBar > Navigator > Workforce Administration > Job Information > Job Data > Job Information Panel

A list of affected Job rows was loaded onto the Shared Services Center FTP.

To access the list of affected Job rows, follow instructions below:

1. Input the following URL into a browser: https://ftp.ssc.usg.edu/
2. Search for the institution's folders/schools/hxxx/ONEUSG/HR

Click on the file named XXX Dept and Job Entry Dates ("XXX" represents the institution's company code)
**Original Known Issue:** The Budget Prep Load process failed to update Department or Job Entry dates correctly for employees with changes to Department or Job Code fields. Typically, Department Entry Date on Job updates if the employee’s position changes HR Departments, and Job Entry Date on Job updates if the employee’s Job Code changes.

However, Budget Prep Load updated Department Entry Date if an employee's Department or Job Code changed, but did not update the employee's Job Entry Date. The location where users can reference an employee's Job Entry date on the Job Information page is shown below:

![Job Information](image)

**Functional Workaround:** At this time there is no functional workaround for users. However, ITS is working on a global DBI to correct these fields for FY2020 for institutions that used the BORBLOAD process in OneUSG Connect and will provide a list of affected job rows to each institution.

**Estimated Resolution:** ITS will update the BORBLOAD for the 2021 Budget Prep cycle.

**More Information and Support:** Contact OneUSG Connect Support at oneusgsupport@usg.edu.
Information on all active and resolved known issues is available at www.usg.edu/oneusg_connect under Practitioner Services.