In the Know with OneUSG Connect

April 8, 2020
Facilitator: Jodi Frazier

✓ Muted on entry, please use the Q&A section to ask questions
✓ Please use the raise hand feature if you do not hear audio
Housekeeping Items

- This WebEx is being recorded and the archive/presentation will be available on the OneUSG Support Website. The recording will be sent out within 48 hours of the presentation.

- Please ask us your questions. We will review those at the end of the presentation during our Parking Lot Review.

- If time permits we will have an additional Question and Answer section after the formal presentation and review of Parking Lot items.
Agenda

• Release Information
• Payroll
• Commitment Accounting
• Benefits
• Human Resources
• Family First Coronavirus Response Act
• Faculty Events
• Time & Labor
• Upcoming Events
Release Information
Release 6.10- MSS Items

• Manager Self Service (MSS) Review Transactions tile now returns data when the dates are filled out (Manager Self Service Home Page> Review Transactions Tile)

• Supplemental Pay Transaction date has been fixed. You cannot submit this transaction with the begin date greater than the end date e.g Begin date 12/1/2020 and end date 7/1/2020.

• Manage Position Tile FLSA status has now been locked down. It is driven by the jobcode therefore no need to update it.
Login Best Practice

• OneUSG Connect data and information for employees can be accessed through two portals:
  – Employee and manager self-service content is accessible through the **Self Service portal** and this data can be accessed from any device
  – HR/Payroll professionals access content needed to perform their job functions through the **Core portal**, which is only accessible on specific campus networks or through VPN (Virtual Private Networks)

• There is a Careers portal as well that is accessible to applicants
Login Best Practice

- Both the Self Service and Core portal use Multi Factor Authentication

https://oneusgconnect.usg.edu/

https://core.hprod.onehcm.usg.edu/
Login Best Practice

• Even though HR/Payroll practitioners are able to perform some job functions while accessing OneUSG Connect using the Self Service portal, please take care to only utilize the Core portal when performing these activities.

• All practitioner functions should only be performed using a USG issued computer/device.
Payroll
Payroll

• TAX – 1st Quarter, 2020 Quarterly Payroll Tax Returns
  – Final 1Q2020 tax returns will be submitted to ADP Tax Services for processing today, Wednesday, April 8, 2020
  – 941 returns will be available on https://facs.adp.com/ later this month.
  – If you have questions, please contact the SSC Customer Support Team at oneusgsupport@usg.edu.
Payroll – TAP Reminder

• TAP – Tuition Assistance Program Reporting Update
  – See OneUSG Connect Payroll Communication sent Wednesday, 02/12/2020 for details.
  – Spreadsheets for 2020 Spring TAP reporting were loaded to FTP and due for completion by TAP coordinators by 02/21/2020.
  – Consolidate spreadsheets will be published late this week.
  – Please reach out to us at oneusgsupport@usg.edu if you have questions or need assistance with these updates.
Payroll

• **Modified 2020 Comp Time Payout Schedule**
  - Current Policy: All compensatory time balances on record as of May 31 must be paid out no later than the final bi-weekly pay period in June each fiscal year.
  - 2020 Payout schedule has been modified in order to provide appropriate time for processing
  - Exception: Payout amounts will be based on balances on record as of May 30, 2020 and will be paid out on the second June payroll (pay date June 19, 2020, RunID 06B2).
  - Watch for update processing guidelines later this week.
# Payroll-Upcoming Schedule

## Bi-Weekly On Cycle Payroll Schedule

<table>
<thead>
<tr>
<th>Pay Period Begin Date</th>
<th>Pay Period End Date</th>
<th>Time Detail and Adjustments to SSC by 1:00 PM</th>
<th>OneUSG Confirm Date</th>
<th>Pay Date</th>
<th>Pay Run ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>03/22/20</td>
<td>04/04/20</td>
<td>04/06/20</td>
<td>04/07/20</td>
<td>04/10/20</td>
<td>04B1</td>
</tr>
<tr>
<td>04/05/20</td>
<td>04/18/20</td>
<td>04/20/20</td>
<td>04/21/20</td>
<td>04/24/20</td>
<td>04B2</td>
</tr>
<tr>
<td>04/19/20</td>
<td>05/02/20</td>
<td>05/04/20</td>
<td>05/05/20</td>
<td>05/08/20</td>
<td>05B1</td>
</tr>
<tr>
<td>05/03/20</td>
<td>05/16/20</td>
<td>05/18/20</td>
<td>05/19/20</td>
<td>05/22/20</td>
<td>05B2</td>
</tr>
</tbody>
</table>

## Monthly On Cycle Payroll Schedule

<table>
<thead>
<tr>
<th>Pay Period Begin Date</th>
<th>Pay Period End Date</th>
<th>Pay Groups to SSC by 9:00 AM (Paysheets Created)</th>
<th>Time Detail and Adjustments to SSC by 11 AM</th>
<th>OneUSG Confirm Date</th>
<th>Pay Date</th>
<th>Pay Run ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>04/01/20</td>
<td>04/30/20</td>
<td>04/23/20</td>
<td>04/24/20</td>
<td>04/27/20</td>
<td>04/30/20</td>
<td>04M1</td>
</tr>
<tr>
<td>05/01/20</td>
<td>05/31/20</td>
<td>05/21/20</td>
<td>05/22/20</td>
<td>05/26/20</td>
<td>05/29/20</td>
<td>05M1</td>
</tr>
</tbody>
</table>

## Off - Cycle Payroll Schedule

<table>
<thead>
<tr>
<th>Pay Period Begin Date</th>
<th>Pay Period End Date</th>
<th>Off-Cycle Request to SSC by 5:00 PM</th>
<th>OneUSG Confirm Date</th>
<th>Pay Date</th>
<th>Pay Run ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>N/A</td>
<td>04/13/20</td>
<td>04/14/20</td>
<td>04/17/20</td>
<td>04X2</td>
</tr>
<tr>
<td>N/A</td>
<td>N/A</td>
<td>04/27/20</td>
<td>04/28/20</td>
<td>05/01/20</td>
<td>05X1</td>
</tr>
<tr>
<td>N/A</td>
<td>N/A</td>
<td>05/11/20</td>
<td>05/12/20</td>
<td>05/15/20</td>
<td>05X2</td>
</tr>
<tr>
<td>N/A</td>
<td>N/A</td>
<td>05/22/20</td>
<td>05/26/20</td>
<td>05/29/20</td>
<td>05X3</td>
</tr>
</tbody>
</table>
Payroll

Federal Student Loan Garnishments temporarily stopped

- Effective March 13, 2020 the US Department of Education directed employers to temporarily stop deductions.
- This temporary suspension will remain in effect for a period of (at least) 60 days.
- Any funds received by the Department of Education on or after 03/13/2020 will be returned directly from the DOE to the borrower.
- Employees with questions about private or state-held student loan garnishments should contact their load servicer (agency/company/bank where they received their student loan).
- If you have questions or concerns, please contact OneUSG Connect Support at oneusgsupport@usg.edu.
Automated Adjustment Uploads

- Modifications to the Deductions and Earnings Adjustment Loads have been applied to HPROD.
  - Practitioners should make sure that they are using the most up to date Earnings Adjustment Spreadsheet that has the correct format.
Commitment Accounting
Changes Only Encumbrance Calculation Known Issue

• Encumbrance Calculation does not process vacant positions.
  – If the position is vacant on the date the full encumbrance calc is run, the position is not encumbered.
  – Even if a future dated hire is in the system on the date that the full encumbrance calc is run, the position is not encumbered.

• Changes Only Enc Calc is run for changes from the date of the previous enc calc.
  – The future dated hire which was in the system prior to the last enc calc is not picked up as a change.
  – Therefore, the position is still not encumbered.
Changes Only Encumbrance Calculation Known Issue

• Will be correct with next full encumbrance calculation after the effective date of the hire.

• Can request encumbrance calc for one position if needed sooner than the next full encumbrance calc.

• Query BOR_CA_JOB_CHG_ENCUM_CALC
  – Will help to identify these.
  – Currently in testing. Plan to release ad hoc as soon as testing is complete.
Changes Only Encumbrance Calculation Known Issue

Example:

• Hire on Job Date entered 2-5-20, effective 3-15-20.

• Position vacant before this hire.

• Full Encumbrance ran on 3-1-20.

• Position is not encumbered, as it is vacant on 3-1-20.
Changes Only Encumbrance Calculation Known Issue

Example:

- Changes Encumbrance ran on 4-1-20 with changes from 3-1-20.

- Position is not picked up by Changes Encumbrance calc as the job data was not “changed” between 3-1-20 and 4-2-20.

- Full Encumbrance ran on 4-1-20.

- Position is encumbered because it is filled on 4-1-20.
Encumbrance Schedule

April 10        Changes 120 & 180
April 17        Changes All Institutions (excluding 030 & 180)
                Full 180
April 24        Changes 120 & 180
May 1 – 3       Full All Institutions (excluding 030)
May 8           Changes 120 & 180
May 15          Changes All Institutions (excluding 030 & 180)
                Full 180
May 22          Changes 120 & 180
May 29          Full All Institutions (excluding 030)
June 5          Changes 120 & 180
June 12         Changes 120
                Full 180
June 19         Changes All Institutions (excluding 030)
June 26         Zero Encumbrances All Institutions
FYE Accrual

• Accrual will be for 12 days.

• If using 06B2 for accrual, information for accrual will be available June 18, 2020.

• No FYE Adjustment payrun.

• Manual JE to accrue items not processed with a June payrun.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 30</td>
<td>Last day to enter EDR without BOR_CA RETRO_ACCTDT role.</td>
</tr>
<tr>
<td>July 2</td>
<td>AA’s will be able to be keyed for FY21. Be aware of accounting date.</td>
</tr>
<tr>
<td>July 15</td>
<td>Last day for FY20 AA’s. Last day for FY20 EDR’s for BOR_CA RETRO_ACCTDT security role users.</td>
</tr>
<tr>
<td>July 16</td>
<td>DBI to change unprocessed EDR’s to denied.</td>
</tr>
<tr>
<td>July 17</td>
<td>EDR’s for FY21 begin.</td>
</tr>
</tbody>
</table>
EDR, AA, MSS Change Position Funding

- Review transactions that are in process as part of month-end close.

- Especially important as fiscal year-end approaches

- Queries Available
EDR Queries

• **BOR_CA_EDR_PSB_VS_HRA**
  – Uses PSB and HRA tables.
  – Identifies out of balance transactions. Each transaction should sum to zero on both tables.

• **BOR_CA_EDR_STATUS**
  – Uses EDR tables.
  – Displays an overall status report for EDR transactions.
AA Queries

• **BOR_CA_ACCTG_ADJUSTMENTS**
  – Uses the HR_ACCTG_LINE table.
  – Queries for accounting template of PAYROLL_AA.

• **BOR_CA_AA_APPR_NOT_PROCESSED**
  – Uses the AA tables.
  – Identifies AA's that are approved, but not journal generated.

• **BOR_CA_AA_NOT_APPROVED**
  – Uses the AA tables.
  – Identifies AA's that need approval.

• **BOR_CA_AA_STATUS**
  – Uses the AA tables.
  – Provides an overall view of all AA's entered within an accounting date, including the status.
MSS Change Position Funding Queries

- **BOR_CA_CHG_FUND_LOCKS**
  - Displays change position funding locks.

- **BOR_CA_CHG_FUND_NOT_APPR**
  - Displays change position funding transactions that have not been approved.

- **BOR_CA_CHG_POS_FUND_DETAIL**
  - Displays an overall view of change funding position transactions.
Suspense Items

- Review items in suspense combo codes and/or suspense account as part of month-end close.
- Especially important as fiscal year-end approaches
- Queries:
  - **BOR_CA_EDR_DATE_FOR_SUSPENSE**
    - Provides items for a specific payrun that are in a SUS combo code and/or 599500.
    - Should only be items that still need to be corrected.
  - **BOR_CA_CURRENT_SUSPENSE**
    - Provides items for specific budget reference that are in a SUS combo code and/or 599500.
    - Should only be items that still need to be corrected.
  - **BOR_CA_DIST_LINES_SUPSENSE**
    - Provides items that originally distributed to a SUS combo code and/or 599500.
    - Includes items that have already been corrected.
Benefits
Alight Update

• Delay in loading files due to the large amount of data that was sent, includes all data from March 12 until April 2

• Alight has loaded the file but is now working on any edits that were needed

• The regular daily file resumed April 7, included data from April 2 through April 7

• Please allow a few days for updates to occur
Human Resources
Service Dates

• Changing Service Dates
  – Reminder to institutions to watch for service dates flipping
    • Comparison query to identify employees with mismatched dates:
      BOR_HR_EE_SERVICE_DT_COMPARE
    • Institutions are currently working with SSC when changes are found.
Families First Coronavirus Response Act (FFCRA)
Families First Coronavirus Response Act (FFCRA)

- Families First Coronavirus Response Act (FFCRA) requires certain employers to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions will apply from April 1, 2020 through December 31, 2020.

- New Absence Takes:
  - FED EMERG PD / Fed Emergency Paid Leave – up to two weeks (80 hours, or part-time employee’s two-week equivalent) of paid sick leave
  - USG FMLA FED E / Fed Emergency FMLA – Expanded FMLA

*Note: Employees who meet the eligibility requirement of the expanded FMLA and have been employed less than a year, on override to the USG FMLA AT event will be necessary. Please submit an incident to SSC / ITS for assistance in processing the override.*

- New Time Reporting Codes – Reg / Non-benefited employees:
  - 00ENH – Fed Emergency Leave Hrly Non-Benefited
  - 00ENM – Fed Emergency Leave Exempt Non-Benefited
FFCRA – System Overview

• Approach will utilize a combination of:
  • Job Data Updates
  • Absence Management Request
  • Time Sheet Reporting

• All FFCRA time must be recorded in Absence Management or Time and Labor
  • New Absence Takes are available to administrators only
  • New TRCs are available to managers and administrators only

• Pay lines should not be directly updated
FFCRA – Job Data

• Before getting started, you will need to know the qualifying reason and appropriate compensation rate for employees impacted by FFCRA

FFCRA – Job Data

- FFCRA Reduced Rate Calculator is available for generating the employee’s FFCRA hourly compensation rate.
- Hourly rate will need to be converted to an annual rate for exempt employees.

![FFCRA Reduced Rate Calculator](image-url)
FFCRA – Job Data

- **FFCRA Emergency Paid Sick Leave, Qualifying Reason 1, 2, or 3 (Tier 1)**
  - Compensation for employees who fall under Tier 1 coverage is capped at $511 per day and an aggregate total of $5,110.

- **FFCRA Emergency Paid Sick Leave, Qualifying Reason 4, 5, or 6 (Tier 2)**
  - Compensation for employees who fall under Tier 2 coverage will be at two-thirds (2/3) of their regular pay rate but capped at $200 per day and an aggregate total of $2,000.

- **FFCRA Extended Family & Medical Leave**
  - The remaining 10 weeks of FMLA must be paid – unlike other FMLA leave. That pay rate is at two-thirds (2/3) of their regular pay rate but capped at $200 per day and an aggregate total of $10,000.
FFCRA – Job Data

• Action will be Paid Leave of Absence
• Two new reason codes have been created:
  • Coronavirus Response Act (CRA)
    – used for Emergency Paid Sick Leave
  • Extended Coronavirus Response Act (ECR)
    – used for Extended Family & Medical Leave
FFCRA – Job Data

• Annual Benefits Base Rate
  • Leave the employee’s normal base rate
  • To avoid the ABBR Update Process from changing the Annual Benefits Base Rate while the employee is on paid leave due to FFCRA, check the ABBR Update Override box
FFCRA – Job Data

• Return from Leave
  • Action/Reason is Return from Leave/Return from Leave
  • Update compensation to reflect the normal rate of pay
  • Uncheck ABBR Update Override box if your institution utilizes the ABBR Update Process to populate Annual Benefits Base Rate field
Non-Closure Emergency Leave

- University System of Georgia has issued Non-Closure Emergency Leave Procedures that give the USG Presidents the authority to allow Leave with Pay for emergency leave where the institution remains open but with reduced operations.
- This is in accordance with the Department of Education’s guidance at: [https://ifap.ed.gov/electronicannouncements/030520Guidance4interruptionsrelated2CoronavirusCOVID19](https://ifap.ed.gov/electronicannouncements/030520Guidance4interruptionsrelated2CoronavirusCOVID19)
- Time reporting codes:
  - 00NHP – Non-closure Emergency Hourly Paid – can be recorded by Managers and Practitioners
  - 00NSP – Non-Closure Emergency Salaried Paid – can be recorded by Managers and Practitioners
  - 00WSP – Work Study Payments – can be recorded by Managers and Practitioners – not to exceed normal work schedule
FFCRA – Job Aids

- FFCRA Paid Leave of Absence/Return from Leave Job Aid (HR)
  https://www.usg.edu/assets/oneusg/documents/HR_JA_Families_First_Coronavirus_Response_Act_04062020.pdf

- FFCRA Reduced Rate Calculator (HR)
  https://www.usg.edu/assets/oneusg/documents/FFCRA_Reduced_Rate_Calculator_04062020.xlsx

- FFCRA Paid Sick Leave and Expanded FMLA Job Aid (AM)
FFCRA – Job Aids

• Guidance on Reporting Non-Closure Emergency Paid Leave
  https://www.usg.edu/assets/oneusg/documents/OneUSG_Connect_Time_and_ABS_Job_Aid_Non-Closure_Emergency_Guidance.pdf

• Work Study Payments
  https://www.usg.edu/assets/oneusg/documents/OneUSG_Connect_Job_Aid_FWS_Guidance.pdf
FFCRA – Additional Resources

• Query –
  • BOR_HR_COVID_RECS

• University System of Georgia FAQs
  • [https://www.usg.edu/assets/hr/benefits_docs/COVID-19_Benefits_Frequently_Asked_Questions_updated_4.3.2020_.pdf](https://www.usg.edu/assets/hr/benefits_docs/COVID-19_Benefits_Frequently_Asked_Questions_updated_4.3.2020_.pdf)

• Department of Labor websites
  • [https://www.dol.gov/agencies/whd/ffcra](https://www.dol.gov/agencies/whd/ffcra)
  • [https://www.dol.gov/agencies/whd/pandemic/ffcra-questions](https://www.dol.gov/agencies/whd/pandemic/ffcra-questions)

• Manager template for Non-Closure Emergency Procedures – see communication from April 1
FFCRA - Benefits

• USG Benefits website
  • [https://www.usg.edu/hr/benefits/coronavirus](https://www.usg.edu/hr/benefits/coronavirus)
  • Spending Accounts
  • Healthcare Plans
  • April Well-being
• Next USG Benefits WebEx
  • April 9th at 2:00 pm
Faculty Events
BOR_MFE Queries

• Criteria of the queries are being updated
  – When we locked down the tenure data record based on SETID, the queries now need additional criteria to pull the max effective date based on SETID

• As of 4/6/2020 the following have been updated in HPROD
  – BOR_MFE_FACULTY
  – BOR_MFE_TEN_CALC_TEMP
Annual Tenure Calc Update

- The annual tenure calc will not be run the first week of April
- ITS is testing updates to the query
- Process update to be provided to MFE Practitioner Group the week of April 12th.
Time & Labor
Workgroup Selection – MTR Panel

• Maintain Time Reporter (MTR) Panel - Workgroups
  - Workgroups listed below should only be used by the following institutions:

<table>
<thead>
<tr>
<th>Augusta State University (AU)</th>
<th>Georgia Institute of Technology (GT)</th>
<th>Georgia Research Tech Institute (GTRI)</th>
<th>University of Georgia (UGA)</th>
</tr>
</thead>
<tbody>
<tr>
<td>12HRRCMP</td>
<td>03HRRCMP</td>
<td>03RIHBOVT</td>
<td>18HRRCMP</td>
</tr>
<tr>
<td>12HRROVT</td>
<td>03HRROVT</td>
<td>03RIHNBOVT</td>
<td>18HRROVT</td>
</tr>
<tr>
<td>12HRTOVT</td>
<td></td>
<td>03RISBEXR</td>
<td>18HRTOVT</td>
</tr>
<tr>
<td></td>
<td></td>
<td>03RISNBEXT</td>
<td></td>
</tr>
</tbody>
</table>

• Run the **BOR_TL_AUDIT_TIME_REPORTER_DAT** query to validate.
Impact of Deleting Historical Data in T&L

Maintain Time Reporter Panel (MTR)

- Deleting rows from the Maintain Time Reporter Panel once time has processed against the data causes an Invalid Parameter error.

Message

Invalid parameter 3 for function CallAppEngine. (2,116) FUNCLIB_TL_WEEK.APPLY_RULES.FieldFormula Name:RunValidation  PCPC:7311  Statement:69
Called from:TL_MSS_EE_SRCH_PRD.GBL.SavePostChange  Statement:4

The specified parameter is not correct for the function. It may be the wrong type of parameter (string, number, record.field, etc.) or an invalid value in this context.

Review the program for errors. If necessary, run a PeopleCode trace to determine the program that failed. Alternatively, for functions defined within PeopleCode, check the function declaration to verify that they are correct.

OK

- Prevents all (Managers, Employee, and Practitioner) to lose access to the Time-Sheet. It can only be resolved via a DBI intervention.
Impact of Deleting Historical Data in T&L

- Work Schedules
  - Deleting of historical Work Schedules impacts many areas.
    - The Earliest Change Date will update back to the effective date of the deleted schedule and recalculate prior Period Payable Time.
    - Recalculates Leave taken during the period of the deleted schedule and adjusts any Comp Time or OVT Earned.
Reports To vs. TA Approver Logic

- If there is no value on the MTR panel for Time Approver (TA), then MTR TA = Reports To on Job.

- If Reports To = TA and Reports To changes, TA is updated.

- If Reports To <> TA and Reports To changes, TA remains the same.
## Time Reporting Codes to Earnings Codes Cross Walk

<table>
<thead>
<tr>
<th>Eligible Pay Groups</th>
<th>TRCs</th>
<th>Absence TRCs</th>
<th>Earnings Code</th>
<th>Earnings Program</th>
<th>GL Account Mapping</th>
</tr>
</thead>
<tbody>
<tr>
<td>xxE, xxH, xxJ</td>
<td>00NHP</td>
<td>00EMH</td>
<td>NHP</td>
<td>SB</td>
<td>xxE – 522100 - staff xxH – 522100 xxJ – 522100</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| xxA, xxE, xxF, xxP, xxX, xxY | 00NSP| 00EMM        | NSP           | SB, SNB, FB      | xxA – 521100  
xxE – 521100 – faculty  
xxF – 511100  
xxX – 521100  
xxY – 511100 |
|                     |      |              |               |                  |                   |
| xxC, xxT, xxV, xxW  | 00NHP| N/A          | NHP           | HNB              | xxC – 525100  
xxT – 524100  
xxW - 723100 |
|                     |      |              |               |                  |                   |
| xxC                 | 00ENH| N/A          | ENH           | HNB              | xxC – 525100 |
|                     |      |              |               |                  |                   |
| xxG, xxL, xxP       | 00NSP| N/A          | NSP           | SNB              | xxG – 523100  
xxL – 525100  
xxP – 512100 |
|                     |      |              |               |                  |                   |
| xxG, xxL, xxP       | 00ENM| N/A          | ENM           | SNB              | xxG – 523100  
xxL – 525100  
xxP – 512100 |
|                     |      |              |               |                  |                   |
| xxW                 | 00WSP| N/A          | WSP           | HNB              | xxW – 723100 |
Upcoming Events
Release Schedule

• Release 6.10 4/24/2020
  - UAT 4/20-4/22 in HPLAY
  - Skype to prepare for UAT will be on 4/17
    • 10 a.m. – 11 a.m.
    • Please email jules.orcutt@usg.edu if you want anyone added to the testing invitation

• Release 6.12 is scheduled for 7/17/2020
  – Includes a database upgrade and will contain a period of voluntary regression testing by the institutions (dates TBD).

Downtimes associated with the release dates will be announced and posted here: https://www.usg.edu//oneusg_connect/practitioner_services/scheduled_downtime_calendar
Release details: https://www.usg.edu/oneusg_connect/practitioner_services/releases
Upcoming Events

• USG Benefits Update (Skype)
  - April 9, 2020
  - 2:00 pm

• In the Know
  - May 13, 2020
  - 11:00 am
Review Parking Lot
Links Requested During Parking Log Review

• Date Definitions Document: https://www.usg.edu/assets/oneusg/documents/HR_RA028_Date_Field_Definitions_Personal_and_Job_Data.pdf

• CARES Act FAQs: https://www.usg.edu/assets/hr/benefits_docs/CARES_Act_Frequently_Asked_Questions.pdf
  – Employer is able to decide to add provisions to plan or not – to any defined contribution plan they maintain. The USG will add to the USG 403(b) and 457(b) plans, but NOT to ORP.

• DOL website that addresses intermittent leave: https://www.dol.gov/agencies/whd/pandemic/ffcra-questions
Questions and Wrap Up