
Defining the Universe

UCSC Data Warehouse's PPS universe contains information for analyzing payroll and personnel information about employees. Information exists in two separate time stamps: "what was in PPS yesterday" and "what was in PPS at the end of each month". This information is for use by campus staff whose job responsibilities include a need to view/use general personnel or payroll information. However, certain personal information is "restricted" and is only available for use by appropriate Central Office staff.

Source System(s)

The PPS universe receives data from various sources and integrates them for more robust reporting possibilities. Specifically, these sources include:

Payroll Personnel System (PPS)

- Employee Root – information about employees (ex. hire date, employment status, personal and confidential information)
- Appointment – information about employees' appointments (ex. begin and end dates, type of appointment, job title, active or inactive status, pay basis, appointment department, bargaining unit, etc.)
- Distribution – information about employees' distributions associated with their appointments (ex. begin and end dates, DOS code, percentage, pay rate, funding, etc.)
- Action – the reason or purpose for a transaction in PPS, such as hire, rehire, promotion. This information does not exist for all transactional records.

Identity Management (IdM)

- CruzId and @ucsc.edu email address

Distribution of Payroll Expenses (DOPE)

- Salary Expense – detailed salary and benefit expense by employee
- Salary Encumbrance – salary projections for each employee are calculated at UCSC based on previous salary expense (from DOPE) and distribution end date (from PPS). This is re-calculated each month; the totals are used in FIS Banner by some units and appear as encumbrances/liens.

Financial Information System (FIS Banner)

- Chart of Accounts – the following hierarchies can be used to summarize information from either Distribution records or Salary Expense/Encumbrance records
 - Org hierarchy (Org is known in PPS as Account)
 - Fund hierarchy
 - Account hierarchy (Account is known in PPS as Sub with Object)
 - Activity hierarchy (Activity is known in PPS as Program)
 - Service Center

UC Office of the President

- Job Title Hierarchy – also known as Class Title Outline, can be used to summarize information from either Appointment records, Distribution records or Salary Expense/Encumbrance records.

Features and Limitations

The PPS universe includes some custom analytical features, including:

- A few pre-defined query conditions are available such as:
 - Appt Department Name – prompts for one or more
 - Home Department Name – prompts for one or more
 - Org Code -- prompts for Org at any level
 - Regular Pay Only –restricts to certain DOS codes



Many of the corporate reports use some or all of these pre-defined conditions (as “OR” statements instead of “AND” statements) so that you can run reports by Appointment Department OR Home Department OR Org Code. This way the Staff HR Teams can use the reports for their campus-wide purposes, and Department or Division Staff can use the reports for their Unit-specific needs.

- “Bargaining Code (corrected)” is a calculated object that exists to “correct” the Title Unit Code, for collective bargaining purposes, to be 99 when the appointment has been designated as Supervisory or Uncovered.
- “Appointment Status” is a calculated object displays whether the appointment is “Active” or “Inactive” at a particular point in time. An appointment is active if the extract date (either daily or monthly) is between the begin date and the end date of the appointment. Otherwise the appointment is considered to be inactive.
- Several “Restricted” objects exist that you may or may not have access to use. These objects limit access to private or confidential information that has been deemed as “restricted” by the source system steward, in consultation with key constituents who either manage or receive the data. If you have been granted access to Restricted objects, they are identified in the universe by “-R” and “Restricted” in the object names and leading acronym. And, when used, they appear on the report in italic red font. In addition, any Corporate Report that includes Restricted objects have the word “Restricted” in their title. A full list of the PPS Restricted objects can be found on page 17.

Timing

PPS data is maintained in the Data Warehouse based on two specific snapshots in time:

- Daily - information that was in PPS at the end of the prior business day. It excludes employees who have had no employment activity for 18+ months, as well as information stored in “history” in PPS. This information is overwritten each time so it is not appropriate for trend analysis or reporting across time.
- Monthly - information that was in PPS at the close of the fiscal month. It is a preserved copy of the “Daily” extract on the last day of the month, but it is usually loaded around the 5th working day of the following month. Each monthly snapshot is maintained for historical and trend reporting purposes. Each monthly extract is static, it is not later updated to reflect

retroactive changes or corrections that occur in PPS. Such updates would appear in a later monthly extract, whenever appropriate. The monthly snapshot also contains the salary and benefit expense information from the DOPE/Distribution of Payroll Expense file, and corresponding salary and benefit encumbrances/projections

Exclusions

Only certain employee, appointment, distribution, and expense/encumbrance information is included in the Data Warehouse. Specifically, the following types of data are not available from the Data Warehouse:

- Employee contact information
- Supervisor or reporting relationship information
- “Working title” or primary function
- Timesheet information
- Vacation and sick leave balances
- Benefit plan elections
- UC Bencom or UC At Your Service transactions
- Employee recruitment, evaluations, or work location
- Details about additional compensation, such as stipends (e.g. duration, total amounts, purpose)
- Details concerning reclassification or transfers between departments (e.g. date hired by a unit)

Policies and Appropriate Use

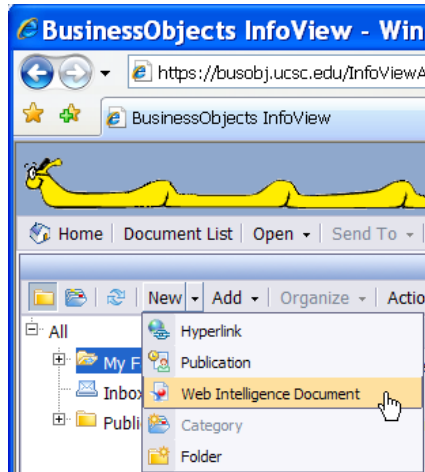
The PPS Universe contains some personal and confidential information about employees. Those with access must comply with certain policies and restrictions regarding use and disclosure of employee information. Following are a few policy links, but this is by no means a complete list:

UCSC Policies and Practices Regarding Access and Accountability:

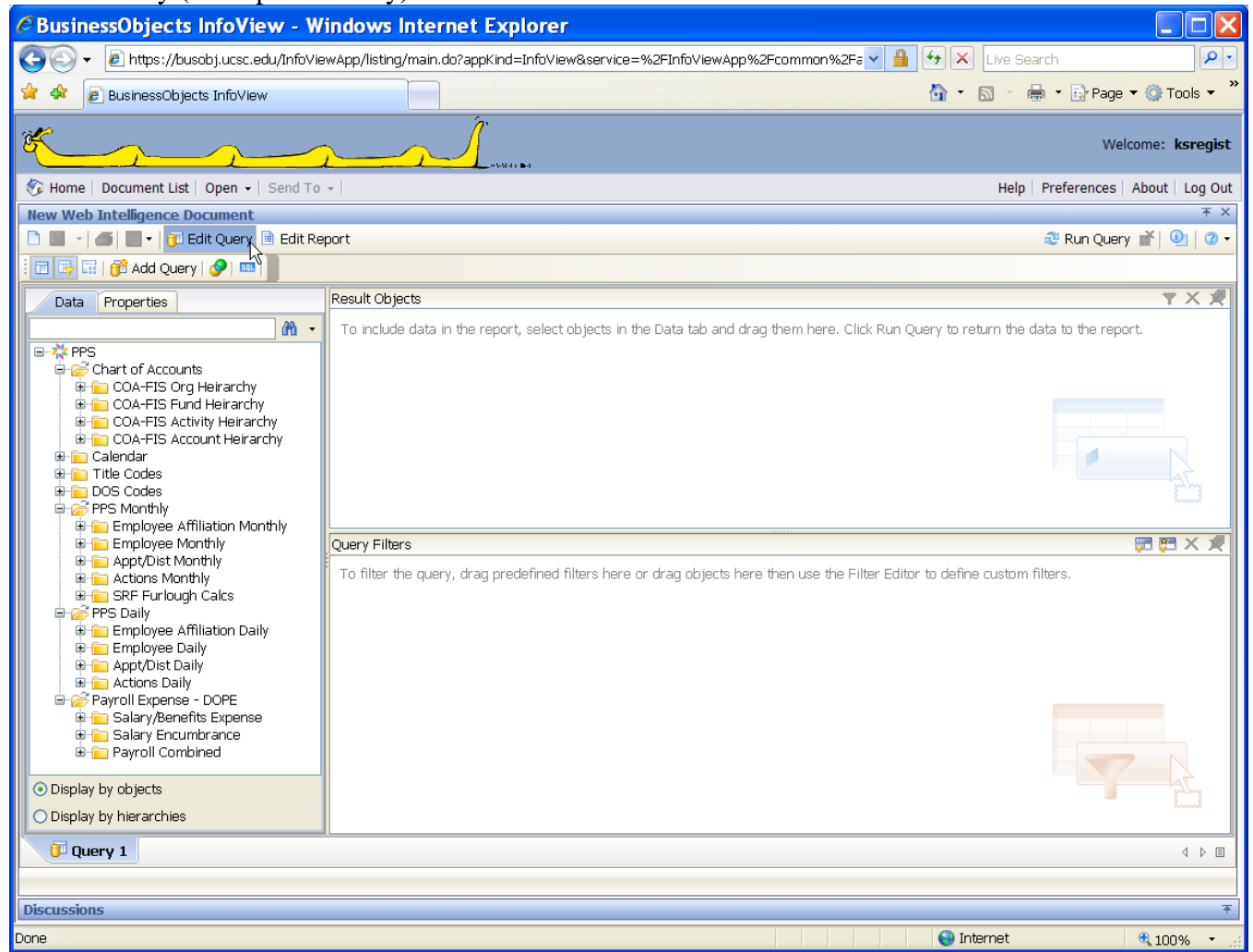
- PPS Office website https://financial.ucsc.edu/Pages/Launch_PPS.aspx
- PPS User Manual Section 1.3 https://financial.ucsc.edu/Pages/Launch_PPS.aspx
- UCSC ITS Computing Facilities Policy <http://security.ucsc.edu/policies/compuse.shtml>
Handling Confidential, Non-personal, Personal information for Academic Employees
- UCOP APM160-20-b <http://www.ucop.edu/academic-personnel-programs/files/apm/apm-160.pdf>
 - Confidential includes, but is not limited by law to, medical, psychological, or health care information about an individual.
 - Non-personal information is limited to that information which could not, in any reasonable way, reflect or convey anything detrimental to an individual’s rights, benefits, or privileges, such as: individual’s name, date of hire or separation, current position title, current rate of pay, organizational unit assignment including office address and telephone number, employment status, etc.
 - Personal information is any information about an individual that is not defined as “confidential” or “non-personal,” and the disclosure of which would constitute an unwarranted invasion of personal privacy of the individual.

Exploring the Universe

Activity #1: Start a new document to review the PPS universe contents in the “Edit Query” Panel.



The Query Panel shows the following classes of data available for use. Objects are arranged hierarchically (not alphabetically).



Classes Defined

Chart of Accounts (nightly update from FIS Banner):

A series of hierarchical sub-classes exist for conducting analysis at various FIS Banner Chart of Account levels for components of the FAU/Full Accounting Unit – the identified funding source for the payroll. These objects may also be used as elements-in-common when linking data in the PPS universe with another universe if needed.

FAU vs. FOAPAL: In PPS, and indeed in UCOP financial transaction processing, funding coded following the “FAU” components. However, at UCSC the FIS Banner system uses different names and repurposes some of these components. The following grid is intended to help with the translation between both worlds.

PPS FAU		FIS FOAPAL		Content Comparison
PPS Field	Description	FIS Field	Description	
Location	1 digit numeric code indicating the campus – for UCSC this is 7			Different
Account	6 digit numeric code representing the unit or department of budgetary responsibility	Organization or Org	6 digit numeric code representing the unit or department of budgetary responsibility	Same
Fund	5 digit code numeric representing the funding type/source	Fund	5 digit code numeric representing the funding type/source	Same
Project	A UCSC specific alpha-numeric code that is optionally used at the unit or department’s discretion	Activity	A UCSC specific alpha-numeric code that is optionally used at the unit or department’s discretion	Same
Sub	1 digit code representing general expense category, for payroll these are 0,1,2 for benefits this is 6	Account	6 digit alpha-numeric code that indicates the type of expense (or budget, debit or credit). For payroll and benefits, Account is comprised of the letter “P”, followed by the Sub code, followed by the Object code	Similar when composite
Object	4 digit code that indicates at a detailed level the expense category – this is auto-generated during payroll processing and is not displayed on the PPS IAPP screen			
		Program	2 or 3 digit code indicating the function served (e.g. Instruction, Research). The default is the first two or three digits of the Org	Different
		Location	Although intended to indicate the building, this field is not used. It is verbally part of the FOAPAL acronym (to avoid “faux pa”)	Different

Examples of common FAU and FOAPAL presentations:

FAU string:	7- 424610-67975-MHDSAL-2 Loc-Account-Fund-Project*-Sub
FAU alternative	424610-67975-MHDSAL-2 Account-Fund-Project*-Sub
FOAPAL string:	67975-424610-P21100-MHDSAL Fund-Org-Account-Activity*
FOAPAL alternative:	424610-67975-P21100-MHDSAL Org-Fund-Account-Activity*

*Field may be blank

Sub-classes in the Chart of Accounts class include:

Org Hierarchy: In PPS, the Account, a 6 digit numeric field, is what is referred to at UCSC in FIS Banner as the data entry “Org” or “Organization” Code. The Org Code defines the unit who is paying the transaction. This sub-class includes the hierarchical structure for Organization Code, including titles, from FIS Banner. Typically, Academic Divisions are defined at Org Level 3 whereas Academic Support Divisions are defined at Org Level 2. Similarly, Academic Departments are typically defined at Org Level 4 whereas Academic Support Departments are typically defined at Org Level 3. There are a few exceptions.

Fund Hierarchy: In PPS the Fund field is the same as what’s used in FIS Banner. The Fund Code identifies the type of funding or originating source of the funding, such as state, federal, etc. This sub-class contains the hierarchical structure for the data entry Fund Code and title, from FIS Banner, including campus custom fund type groupings.

Activity Hierarchy: In PPS the Program field is what is referred to at UCSC in FIS Banner as the “Activity” code. The Activity Code is a unique alpha or alpha-numeric code that can be used to group financial transactions across Funds and Orgs. Although not truly a hierarchy, this class contains additional information regarding Activity Codes from FIS Banner, including titles and effective dates.

Account Hierarchy: In PPS the combination of “P” plus the Sub Code plus the Object Code, for a total of 6 digits is what is referred to at UCSC in FIS Banner as the data entry “Account” code. This sub-class contains the hierarchical structure for the data entry Account Code, including titles and Account Code Pool (a.k.a Budget Pool), from FIS Banner.

Note: The use of the word “Account” can be confusing because UCOP and other UC campuses use the word “Account” to mean the 6 digit numeric code that at UCSC in FIS Banner is referred to “Org” – the organizational unit or department paying.

Calendar

A set of calendar objects available for use in analysis. It should be noted that these objects correspond with the Extract Date only, not any other date fields in the universe. The most useful of these objects is CAL End Date because you can define the data extract as “the end of the month” when using prompts instead of having to know what exact date the extract occurred on.

Title Codes:

This class contains information about the payroll job Title Codes, including UCOP’s Class Title Outline, a hierarchical grouping of payroll job title codes, as well as UCSC-specific Job Groups defined by EEO/AA.

DOS Codes:

DOS/Description of Service is a 3 digit alpha or alpha-numeric code that indicates the type of service or type of pay associated with the appointment. It is captured in the distribution record and also appears in the salary expense data (DOPE). Some DOS codes only appear in the salary expense data, and do not appear in appointment or distribution data, because they are generated from timesheet, pay or benefit calculation processes. An example is “VAC” vacation taken.

PPS Monthly (collected at fiscal month end – back to July, 1996):

This class contains information as it existed in PPS on the last day of each month. Each monthly data capture (called an “extract”) includes the full history as it existed in PPS at the time. When writing or using reports using PPS Monthly data, it is very crucial to properly define the time period you are interested in to minimize duplicate or conflicting data. Techniques for defining time are described later in this document in the “Helpful Hints” section.

Employee Affiliation Monthly:

There are several possibilities for defining “department” or “unit” in the PPS data. These objects are used for reporting from difference perspectives: one per employee, one per appointment, one per distribution.

Employee Monthly: This folder (“sub-class”) contains information about employees as individuals. This information can be demographic in nature, personal, or employment-specific. An example of each type would be education level, name, and hire date.

Appointment/Distribution Monthly: This sub-class contains each employees appointment and distribution information. Appointment information is a record(s) of the employment relationship, such as job title, begin and end date, pay rate, percentage of time. Distribution is the record of whether/how the salary is actually to be paid, such as FAU/Full Accounting Unit (similar to FOAPAL in FIS Banner), percent, begin and end date of the funding, payment type (“DOS code”). In PPS an Appointment can have one or more Distribution, or it can exist without a Distribution. A Distribution cannot exist without an Appointment. Techniques for handling these different patterns of information are described in the “Helpful Hints” section of this document.

Actions Monthly: This sub-class contains transactional indicators associated with Actions (reason for the transaction entered in PPS). Examples include effective date, entry date, iteration. Examples of Actions include hire, re-hire, promotion, demotion. Specific definitions can be found at <http://pps.ucsc.edu/toolbox/manual/b-actncd.pdf>. Data entry for Actions field in PPS is optional in some cases, so the information may not be reliable for analysis.

SRF Furlough Calcs (*temporary for 2009-10*): Each month when payroll is loaded, furlough projections are calculated with the data warehouse for then-current employees with distributions that are eligible for the salary reduction and furlough program. These projections are “best guess” estimates of future furlough accrual and are both presented in hours and in hours rounded to the next quarter hour. These objects can be difficult to use because of the time constraints associated with them. Please contact Data Management Help at x95083 or data-mgmt@ucsc.edu for direction/assistance.

PPS Daily (snapshot of PPS at end of prior business day):

This class contains information as it existed at the end of the previous business day in PPS. The data is completely replaced each day, but it does include the full history as it existed in PPS at the time. Although extracts are not layered as they are with “Monthly” data, it is still important to properly define active vs. inactive appointments or distributions when desired. Techniques for defining active appointments and distributions are described later in this document in the “Helpful Hints” section.

Employee Affiliation Daily: Same as Employee Affiliation Monthly, but using the daily data.

Employee Daily: Same as Employee Monthly, but using the daily data.

Appointment/Distribution Daily: Same as Appointment/Distribution Monthly, but using the daily data.

Actions Daily: Same as Actions Monthly, but using the daily data.

Payroll Expense-DOPE:

The “DOPE” is the Distribution of Payroll Expense file that is received from UCOP on a monthly basis. The summarized totals by FAU are loaded to FIS Banner as salary and benefit expenses. However, the campus data warehouse receives the detail information, the full DOPE file. Each month there are a few FAU-to-FIS loading problems that can result in a mismatch between the FIS totals and the detail data loaded to the data warehouse. There are also certain DOS Codes that appear on the DOPE, but don’t result in salary expense (ex. perquisite meals) or don’t result in benefit expense (work study fund 23496).

Salary and Benefits data cannot be tied back to individual Appointments and Distributions. The DOPE data is the end of a series of processes. Although these processes begin with Distribution information, payroll preparation includes various calculation levels and some manual processes – there is no link throughout these processes that is available to us for use as a unique identifier or link between the DOPE data and the Appointment and Distribution data.

Salary/Benefits Expense: Payroll and benefits expense for each employee paid in a given DOPE extract month (“ET Month”). Includes the DOPE page and line number (the unique reference), employee ID and name, and amounts for gross earnings and various UC paid benefits (Social Security, Medicare, Unemployment Insurance, etc.). Employee paid benefits are not included. Objects in this class should not be mixed with objects in other classes.

Salary/Benefit Encumbrance: The campus calculates projections for salary and benefit costs for each month remaining in each employee’s active Distribution(s), based on the most recently loaded month’s salary and benefit amounts. For “Indefinite” appointments, the projection is calculated through the end of the current fiscal year. Projections are not calculated for certain conditions (e.g. distributions of 5 years or more, benefits on state funds, etc.)

These projections are loaded at the detail (employee) level to the data warehouse for all units. However, the summary totals by FAU are loaded to FIS Banner (as encumbrances) only for units that have elected to include them. This election is made on an individual Org code basis within FIS Banner, and can be turned on or off by FIS staff at the request of the unit. Objects in this class should not be mixed with objects in other classes.

Payroll Combined: This class exists for reporting both expense and encumbrance information in the same report - because objects in the Salary Expense and Salary Encumbrance classes cannot be used together.

Helpful Hints

Following are a few tips and techniques to help you produce quality reports. Regardless, we highly recommend that you carefully check (and double-check) all results. You are also encouraged to consult with appropriate subject-matter experts to prevent inadvertent mistakes or using or distributing misinformation. Please contact the Data Management Help Line at x95083 and we will connect you with an appropriate expert as needed.

Time Elements

Because the same Appointment and Distribution information can be repeated in several consecutive Monthly extracts, or when using DOPE data, it is important to carefully carve out a sense of time in queries. Here are a few suggestions:

To restrict a query to a single Monthly extract use the CAL End Date object (instead of the Extract Date object) in conditions. It’s easier for people to correctly fill in prompts because they know the last day of the month, but they may not know which extract date applies to which month of data.

To identify people paid for a specific pay period or set of pay periods, especially when it is across several Fiscal Months or ET Months to capture retro-active increases, decreases, or transfers, don't assume the "Pay Period End Date" is the last day of the month. People can be paid for any set of dates within a month and often have end dates that are earlier in the month. In this case, be sure to set prompts for capturing both the first and last date of the month or range of months, such as:

Pay Period End Date Equal to Prompt ('First Date in Range')
 And Pay Period End Date Equal to Prompt ('Last Date in Range')

Active Employee

The "ME Employee Status" object exists in the Employee Monthly class. This object is often used in query conditions to restrict information to include only active employees at-the-time (meaning whatever extract date or CAL End Date is also included in the query conditions). A similar object "DE Employee Status" exists in Employee Daily class. This is often used for identifying "currently active" employees. The code values for both objects are: A = Active; N = Leave without pay; P = Leave with pay; S = Separated; I = Inactive.

"Active Employee" is usually defined as:

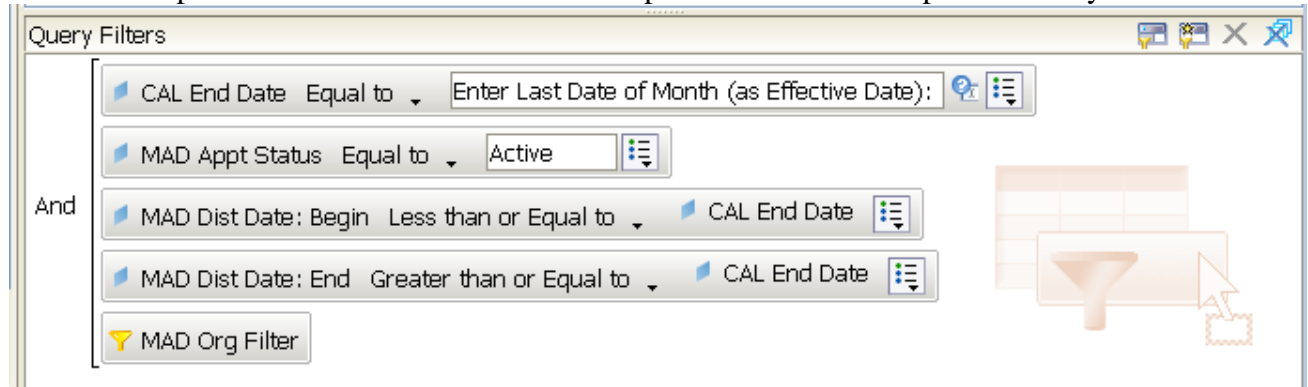
Employee Status In List A;N;P

Active Appointment and/or Distribution

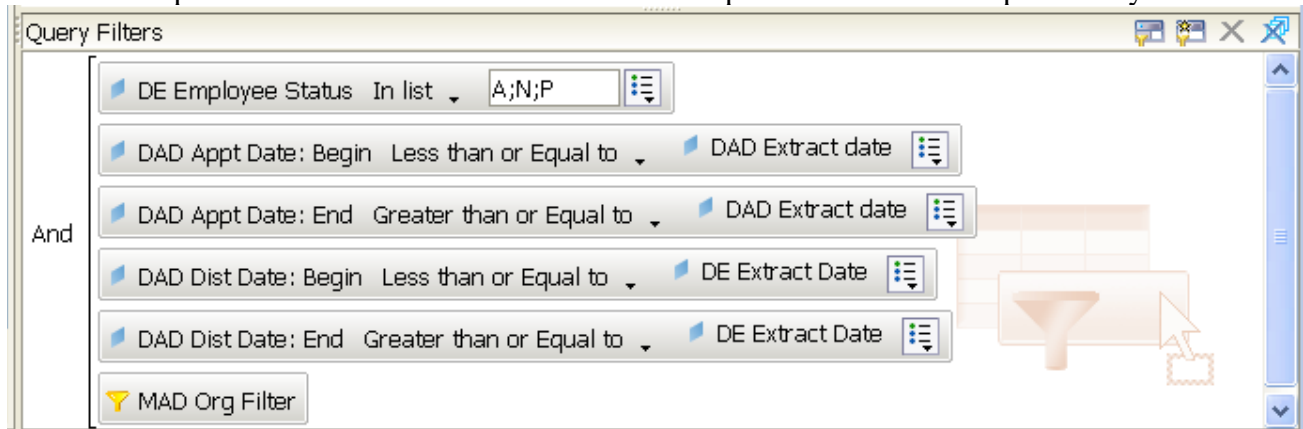
Because Appointment numbers (and Distribution numbers) are re-cycled, it is often difficult to determine which record is the current record (for Daily) or the active-at-the-time record (for Monthly). The "Appointment Status" object can be used in conditions to determine the "Active" appointment, but this does not carve out the active Distribution(s).

There are several variations for using a combination of the Appointment Status object, the Appoint and Distribution Begin and End Date objects, and either the Extract Date or the Cal Begin and End Date, to define the appropriate rows.

Here's a sample of the conditions as used in a corporate document that pulls Monthly data.



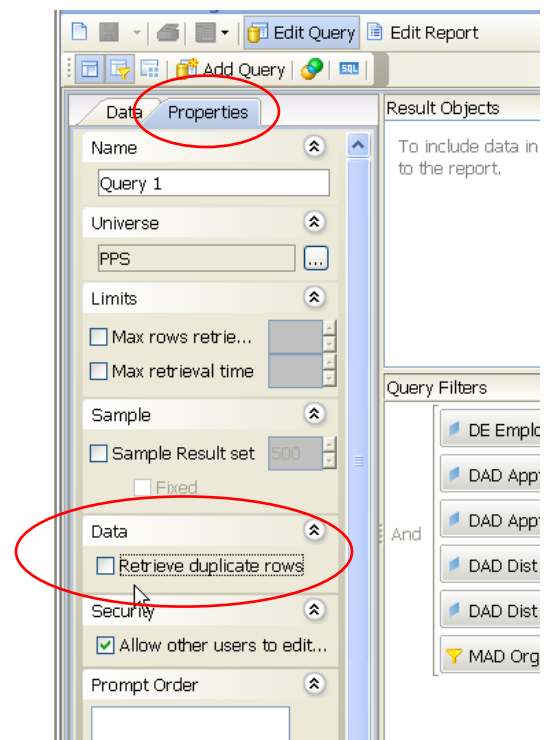
Here's a sample of the conditions used in a different corporate document that pulls Daily data.



Remove Duplicate Rows

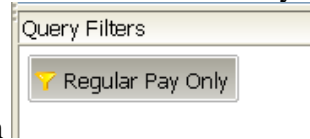
When including data from more than one monthly extract, or when mixing Active and Inactive appointments, duplicate rows of data will result. You can set the Query to not return duplicate rows by:

1. Go to the Edit Query Panel
2. Select the Properties tab
3. Uncheck "Retrieve duplicate rows"
4. Refresh the query
5. Save your changes



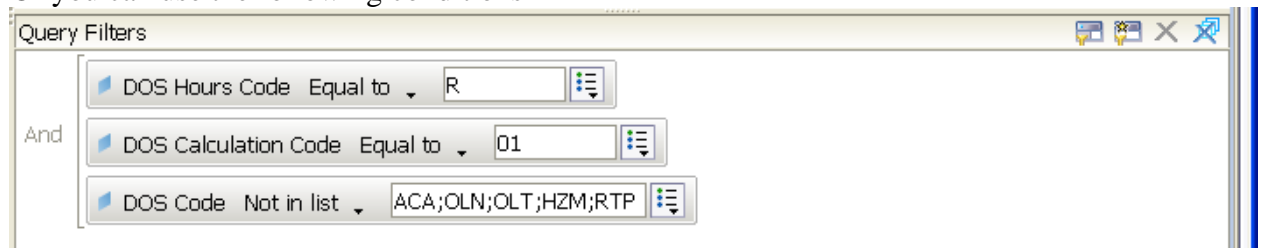
Definition of “Regular” Pay

Many people assume that DOS Code “REG” is the only code that means “regular pay”. This is not the case, there are a multitude of codes such as CSH (cost share), LWP (leave with pay), etc. The Office of Planning & Budget, Academic Human Resources, and the Compensation Office have identified the following combination of conditions for us in identifying “regular pay”.



You can use this pre-defined DOS Code condition

Or you can use the following conditions



Note: The DOS Codes specifically excluded in the example are Additional Comp, Faculty Summer Salary (two types), HazMat Handling, START Program reduction (*and in 2009-10 and 2010-11 the Salary Reduction and Furlough reduction code SRB*)

Primary Appointment

The Primary Appointment is a field calculated in the data load process. It looks at all Appointments that are Active (as of the last day of that month) and determines which record is the Primary Appointment based on the following logic:

1. If only one Appointment per person, choose it
2. If more than one Appointment, choose record with highest Appointment Percent
3. If Appointment Percents are tied, choose record with highest priority Personnel Program Code as follows:
 - a. Executives (Personnel Program Code = 2 and Title Code < 0200)
 - b. Academics (Personnel Program Code = A and Class Title Outline <400 or >499)
 - c. MAPS (Personnel Program Code = 2 and Title Code >0199)
 - d. APS and SPP (Personnel Program Code = 1)
4. If still tied, choose record with lowest Title Code

Appointments with Multiple Distributions

When writing reports that include Appointment and Distribution information, it is important to remember that each Appointment can have multiple Distributions. This results in duplicate rows of Appointment data in reports, one row for each Distribution.

A few techniques for handling these duplicates include:

- Setting Breaks in reports to “remove duplicates”
- Using formulas such as =Max() or =Average() to prevents overstated sums

Appointments without Distributions

Any Appointments that do not have a Distribution record are automatically excluded from reports that include any Distribution objects in the query results. It drops these records assuming that (by including distribution information) you only want Appointments that have Distributions. If you want a report of all Appointments, remove any Distribution objects. If you want a report that includes only Appointments without Distributions, set a condition that is Dist Num = 0.

Exploring Corporate Documents

A set of Corporate Documents has been loaded to InfoView XI™ for your use. You'll find a list of the available reports plus .pdf samples at <https://datamgmt.ucsc.edu/infoview/universes/report-samples.html>

The reports are organized under the following categories:

- Employee Count or Headcount – statistical reports
- Employee Status – reports indicating active or inactive employment
- Non-certified Drafts – only populated when testing reports for certification
- Personnel Action – reports indicating employee appointment, distribution, actions
- Salary or Payment – salary expense reports, including transfer of payroll expense forms
- Salary Reduction and Furlough – *temporary for 2009-10*
- Separation or Leave – reports indicating employment separation or leave status

The PPS set of corporate reports have a naming convention which is comprised of:

- Relevant employee population – Academic, Staff, Student or All Employees
- Report description – brief statement to give you an idea what the report is for
- Timing – Monthly (can be run on historical months) or Daily (what has in PPS yesterday)
- Restricted – literally the word “restricted” if the report contains restricted objects

Examples: All Employees-Current Appointment and Distribution Lookup-Daily
Staff-Career Staff Separations by Effective Date-Monthly-Restricted



Corporate reports have been specifically designed to meet common reporting needs and have undergone a certification process to validate accuracy and document their purpose. A full description of the certification process can be found at <https://datamgmt.ucsc.edu/infoview/corporate-docs/cert-process.html>

Not sure How to Find and Run Corporate Documents?

Watch our Online Training modules at <https://datamgmt.ucsc.edu/help-training/infoview-help/how-do-i/read-reports/index.html>

Activity #2: Review All Employees-Current Appointments and Distributions-Daily

Observations:

- It is like the IAPP screen, search by partial name
- Employee vs. Appointment vs. Distribution information -- break levels to prevent duplication

Current Department Appointments and Distributions as of 11/16/09 Run Date: 1

Employee Name	Empl ID	Empl Status	Home Dept	Leave of Absence	LOA Effective Dates
Name, Fake	7something	Active	Staff HR-B		-

Appointment: 50 Primary Appointment

Effective Dates	Rate Type	Appt %	Rate	Basis	Paid Over	Grade	FM Time	Bargaining Unit	AREP
01/01/07 - 06/30/10	Annually	100.00%	\$37,488.00	0	0		Fixed	CX	Covered
Title Code	Job Title	Appt Dept							
4722	ASSISTANT III	Dept Name							

Distribution: 52

Effective Dates	DOS	Dist %	Rate	Full Accounting Unit	FTE	Step O/A	WSP	Dist Dept
10/01/07 - 06/30/10	REG	100.00%	\$3,124.00	FAU OR FOAPAL	0.00%	1.0		Dept Name

Distribution: 53

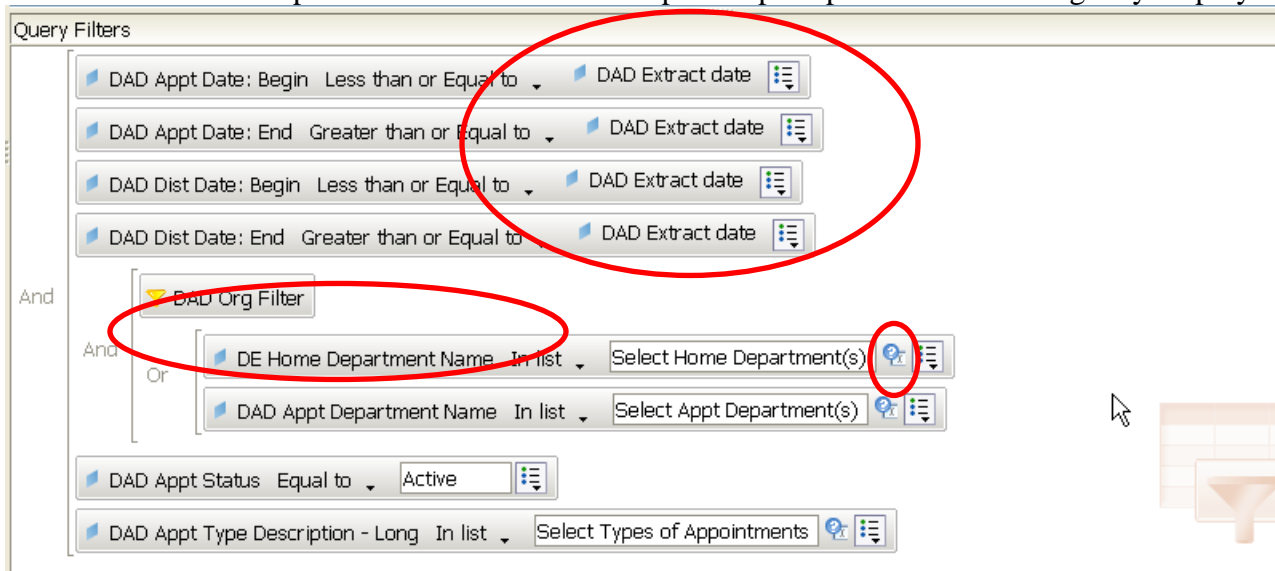
Effective Dates	DOS	Dist %	Rate	Full Accounting Unit	FTE	Step O/A	WSP	Dist Dept
11/01/09 - 06/30/10	RTP	-5.00%	\$3,124.00	FAU OR FOAPAL	0.00%	1.0		Dept Name

Windows taskbar: Purpose Mimics IAPP Screen in PPS

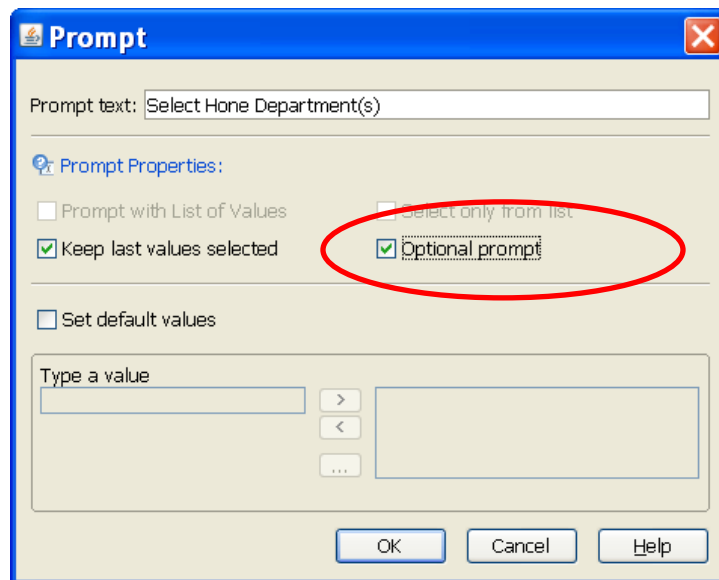
Activity #3: Review All Employees-Unit Roster-Daily

Observations:

- Answers: “Who are my current employees and what are their (end dates, pay rates, etc.)”
- The use of pre-defined condition and “optional prompts” for determining “my employees”



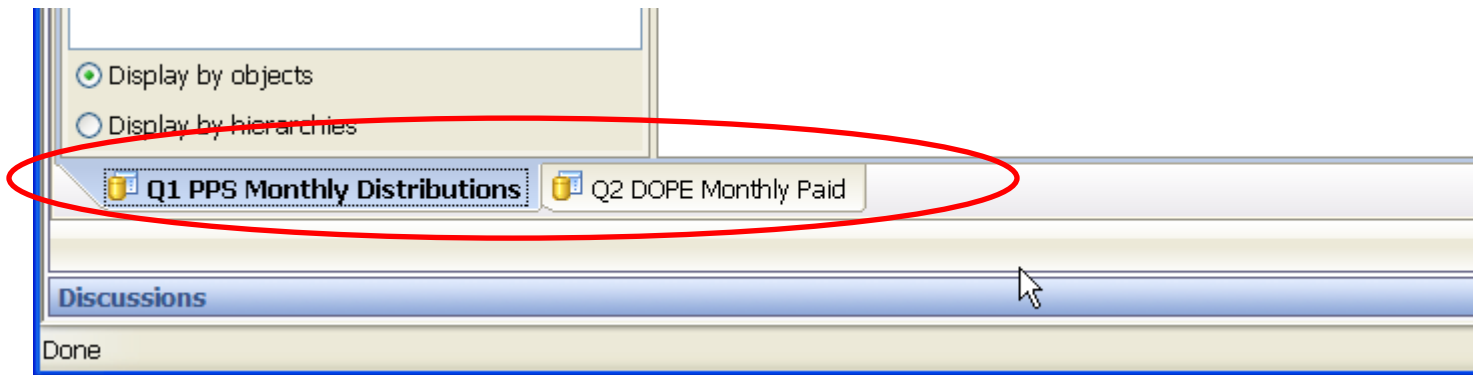
When the “?” button is clicked, the Prompt properties box appears. You can set a prompt to be Optional.



Activity #4: Review All Employees-Payroll Reconciliation-Monthly

Observations:

- Answers: Any anticipated salary savings or late timesheets?
- Two Queries



Activity #5: Review “You pick” any report you’re interested in
PPS Universe – List of Restricted Objects

When these objects are used in reports, data appears in *red italic* format

Class	Object
PPS Daily - Employee Daily	DE-R Action Code: Last
PPS Daily - Employee Daily	DE-R Action Other: Last
PPS Daily - Employee Daily	DE-R Age on Jan 1
PPS Daily - Employee Daily	DE-R Birth Date
PPS Daily - Employee Daily	DE-R Citizen Code
PPS Daily - Employee Daily	DE-R Citizenship Description
PPS Daily - Employee Daily	DE-R Ethnic Code
PPS Daily - Employee Daily	DE-R Ethnic Description
PPS Daily - Employee Daily	DE-R Ethnic Group
PPS Daily - Employee Daily	DE-R Ethnic Group Description
PPS Daily - Employee Daily	DE-R Gender
PPS Daily - Employee Daily	DE-R LOA Type
PPS Daily - Employee Daily	DE-R LOA Type Description - Short
PPS Daily - Employee Daily	DE-R LOA Type Description - Long
PPS Daily - Employee Daily	DE-R Separation Reason Code
PPS Daily - Employee Daily	DE-R Separation Reason Label - Short
PPS Daily - Employee Daily	DE-R Separation Reason Label - Medium
PPS Daily - Employee Daily	DE-R Separation Reason Label - Long
PPS Daily - Employee Daily	DE-R Social Security Number (last four digits only)
PPS Daily - Employee Daily	DE-R Terms Extension To 8 Yr Rule
PPS Daily - Employee Daily	DE-R Visa End Date
PPS Daily - Employee Daily	DE-R Visa Type
PPS Daily - Employee Daily	DE-R Visa Type Description
PPS Daily - Actions Daily	DAC-R Action Code
PPS Daily - Actions Daily	DAC-R Action Description
PPS Daily - Actions Daily	DAC-R Action Description - Long
PPS Monthly - Employee Monthly	ME-R Action Code: Last
PPS Monthly - Employee Monthly	ME-R Action Code Other: Last
PPS Monthly - Employee Monthly	ME-R Age on Jan 1
PPS Monthly - Employee Monthly	ME-R Birth Date
PPS Monthly - Employee Monthly	ME-R Citizenship Code
PPS Monthly - Employee Monthly	ME-R Citizenship Description
PPS Monthly - Employee Monthly	ME-R Ethnic Code
PPS Monthly - Employee Monthly	ME-R Ethnic Description
PPS Monthly - Employee Monthly	ME-R Ethnic Group
PPS Monthly - Employee Monthly	ME-R Ethnic Group Description
PPS Monthly - Employee Monthly	ME-R Gender
PPS Monthly - Employee Monthly	ME-R LOA Type
PPS Monthly - Employee Monthly	ME-R LOA Type Description - Long
PPS Monthly - Employee Monthly	ME-R LOA Type Description - Short
PPS Monthly - Employee Monthly	ME-R Separation Reason
PPS Monthly - Employee Monthly	ME-R Separation Reason Label - Long
PPS Monthly - Employee Monthly	ME-R Separation Reason Label - Medium
PPS Monthly - Employee Monthly	ME-R Separation Reason Label - Short
PPS Monthly - Employee Monthly	ME-R Social Security Number (last four digits only)
PPS Monthly - Employee Monthly	ME-R Terms Extension To 8 Year Rule
PPS Monthly - Employee Monthly	ME-R Visa End Date
PPS Monthly - Employee Monthly	ME-R Visa Type
PPS Monthly - Employee Monthly	ME-R Visa Type Description
PPS Monthly - Actions Monthly	MAC-R Action Code
PPS Monthly - Actions Monthly	MAC-R Action Description
PPS Monthly - Actions Monthly	MAC-R Action Description – Long

List updated 7/1/2007

