

**Uniform Staff Payroll
System
USPS Version 4.2 Release
Notes
Release Date: 2015.12**

This document contains information about changes, enhancements and problems corrected with the 2015.12 release of USPS Version 4.2.

1 Functional Enhancements and Changes

1.1 AFFORD: Added new fields to AFFORD.CSV file

In order to better support third party integration requirements we have add new fields to the AFFORD.CSV file. The new fields are the Federal EIN number, taxable gross pay, total gross pay, calculated hourly rate, calculated obligation amt and the current YTD taxable gross amount. All of these fields have been added to the end of the CSV file.

The Federal EIN number (unique for each district and found on USPSDAT/USPCON) is a 9 digit field. The csv heading is called "FEIN".

A second field that was added is the employees taxable gross pay. This amount is the total taxable gross amount from the deduction history from the Federal (001) records for the time period specified. The csv heading for the total taxable gross pay is "TAX_GROSS".

The total gross amount is also coming from the deduction history from the Federal (001) records for the time period specified. The csv heading name is "TOT_GROSS".

The calculated hourly rate is simply calculated as the total gross divided by the total retire hours. If the employee does not have hours associated with a given pay (examples include ACC during the summer months, LPA, LPE or MIS pay types with no hours), then the calculated hourly rate would be zero. The csv heading name is "CALC_HR_RATE".

The calculated obligation amount is only looking at active jobs. If the end date is after the JOBSCN contract start date, it will use that JOBSCN's obligation amount. If the end date is before or the same as the JOBSCN contract start date, it will use the most recent job history contract amount. The job history contract amount should be the amount from the last contract (before the contract was purged). The csv heading name is "CALC_OBL_AMT".

The last field we added was the current YTD taxable gross amount, which is from the Federal (001) record on DEDSCN. This field is called "YTD_TX_GROSS" on the csv heading line.

NOTE: These new calculated fields are calculated with our best attempt to provide you with this information. If an employee is close to the cutoff measurement standard being used, then we ask that you re-calculate and verify the amounts.

1.2 GENERAL: Tax tables updated for 2016

The tax tables have been updated for 2016. The following have been updated:

- The Federal tax tables (using the Percentage Method) by pay period for bi-weekly, semi-monthly, monthly and annually. The Federal withholding amount may be slightly lower for 2016, than it was for 2015.

- The Federal Withholding Allowances (FWA) for bi-weekly is now \$155.80, the semi-monthly is now \$168.80 and the monthly is now \$337.50.
- There are no changes for the Social Security and Medicare taxes.
- The Ohio state tax did not have any new changes at this time, since it was just changed August 1, 2015.

1.3 **USPRPT/SURCHG: SERS minimum salary for surcharge has been changed**

SERS has changed the SERS minimum salary requirement to \$23,000.00 for the fiscal year 2016. This amount is looked at for the USPRPT/SURCHG report. The tax table constant for SERS has been updated to reflect the amount of \$23,000.00 for the school year 2015-2016.

2 **Problems Corrected**

2.1 **CALCPAY: For deductions by job, the Section 125 annuities were incorrectly being taken out for each job, which affected the Medicare/FICA tax**

Over the years there has been an issue with the medicare/fica tax being calculated incorrectly when medicare/fica was set up for deductions by job. Those employees who did not have deductions by job set up were processed correctly. Also, if the employee did not have any Section 125 amounts, then the employee was processed correctly. The problem was that the Section 125 Annuities were taken out for EACH job for medicare/fica, therefore the medicare/fica amounts were incorrect. It looks like this problem has been in place since deductions by job was implemented in 2005. This has been corrected by taking a percentage of the Section 125 amount and splitting it up for each medicare/fica job.

To come up with a solution, there is a bit of calculations that must take place when Medicare or FICA is using deductions by job.

First, we need to add up all the Section 125 amounts.

Second, we need to take the gross of each job (only include NC2 amounts because that's how it is on PAYRPT) and divide that by all the jobs total gross to come up with a percentage of gross (took it out to four numbers after the decimal point).

Third, take Total Section 125 amount from step 1 and multiply it by the percentage of gross for that job from step 2. This gives you the annuity amount for each job.

Fourth, add in NC1 and NC3 amounts to jobs total gross amount because that was not in the total gross on PAYRPT. This is the TOTAL GROSS AMOUNT.

Fifth, take each jobs annuity amount from step 3 and subtract that from the job's gross amount.

Sixth, divide that number (from step 5) by the Percentage not picked up by the board. This is the TAXABLE GROSS AMOUNT.

Lastly, multiply the taxable gross amount from step 6 by the medicare deduction percentage (for each job) to get the MEDICARE DEDUCT AMOUNT.

2.2 **CALCPAY: NC1 or NC3 with supplemental wages not included in Ohio, other state, city and OSDI total and taxable gross amount**

When an employee is paid for only supplemental wages (MIS wages with tax option of 1 or 3 in UPDCAL), the NC1/NC3 amount was not included in the OHIO, other state, city or OSDI total and taxable amounts as it should have been. This was causing balancing issues for those taxes. The program has been modified to include the NC1/NC3 amount for those paid only for supplemental wages for the Ohio, other taxstate, city and OSDI total and taxable gross amounts.

FYI- Regular wages have always included the NC1/NC3 amounts in the total and taxable gross for these fields. It was those with only supplemental wages that did not include the NC1/NC3 amount. This has been fixed.

2.3 **CALCPAY: City taxation update for NC1,NC2 & NC3 if non-taxed**

The city taxation for all non-cash earnings NC1 (insurance), NC2 (Adoption) and NC3 (taxable benefits) amounts were always being reported as TAXED non-cash earnings on the employees city record in the Taxable Gross field.

The program has been changed so that if the district has "NO" in the Tax Non-cash earnings field on DEDNAM, the NC1, NC2 and NC3 amounts will not be added to the Taxable Gross amount on the City Deduction record in DEDSCN.

3 **Technical Enhancements and Changes**

3.1 **STRSCOD.IDX: Added new STRS employers**

The following STRS employers were added:

- 9750 TOMORROW CENTER

4 **Modifications to Menu Files**

5 **Documentation**

The documentation is maintained by the SSDT in electronic form at the following web site: <http://wiki.ssd-t-ohio.org/display/usps/Home>

5.1 Documentation Summary

The following are documentation files for the Uniform Staff Payroll System package and a brief description of the contents and intended audience of the document.

Table 1 Documentation Summary

Document File	Description
http://wiki.ssd-ohio.org/x/2AYZ	USPS User Guide
http://wiki.ssd-ohio.org/x/gAYZ	USPS Reference Manual
http://wiki.ssd-ohio.org/x/ygYZ	USPS System Manager Manual

6 Package Installation and Logicals

Installing USPS involves first using the OECN_INSTALL procedure to unpack the savesets into the OECN\$ROOT:[USPS.V4P2.DIST]. After the distribution directories have been prepared, INSTALL_PACKAGE is used to transfer the package from the distribution directory into the user execution directory. See the VAXMGR_HANDBOOK in OECN\$ROOT:[DOCUMENT.DIST] for more information about OECN_INSTALL and INSTALL_PACKAGE.

Prior to executing INSTALL_PACKAGE it is necessary to define several system logicals required by the package. The table below lists the logicals which should be defined prior to executing INSTALL_PACKAGE for USPS:

Table 2 System Logicals

Logical	Description
OECN\$PAY_42	Shared directory. Contains executables and files shared by all USPS
OECN\$CDD_PAY_42	CDD path name (optional, see next section)
OECN\$MENU\$FILES ¹	Location for menu files
OECN\$HELP ¹	Location of VMS help libraries

¹Also used by other packages

Note: USPS also requires components from the OECN and CSSR packages. These packages should be installed prior to installation of this package.

6.1 Installing CDD/DTR Definitions

The USPS distribution contains optional CDD and DTR definitions that are acceptable for use with DTR, 20/20 and other products that are integrated with DEC CDD/Repository. Data names for COBOL are provided in the record definitions. The CDD definitions are optional and are not necessary to successfully install and utilize the base USPS package. However, there are a few "supported" DTR reports. If you wish to be able to use these reports, you must install the CDD definitions.

The INSTALL_PACKAGE procedure OECN\$UTL will load the CDD definitions into the CDD when either the "CDD" or "FULL" option is used to install USPS. INSTALL_PACKAGE is the only supported method for installation of CDD definitions for USPS Version 4.2

The USPS CDD definitions for USPS Version 4.2 will be loaded into the CDD path referenced by the OECN\$CDD_PAY_42 logical. This logical must be defined prior to executing INSTALL_PACKAGE and should be defined as a system logical. SSDT recommends that the USPS definitions be placed in a separate CDD directory from other CDD definitions. This increases the efficiency of the CDD, allows the USPS definitions to be treated as a 'database' from 20/20, and simplifies security maintenance. For example:

```
$ DEFINE/SYSTEM OECN$CDD_PAY_42 CDD$TOP.OECN.USPS42
```

After defining the OECN\$CDD_PAY logical, the INSTALL_PACKAGE may be executed. Below is sample run of the CDD installation:

```
$
$ @OECN$UTL:INSTALL_PACKAGE CDD OECN$ROOT:[USPS.V4P2.DIST]
OECN INSTALL_PACKAGE (V1.1-010) Copyright © 1991, Ohio Dept of Ed, IMS
%OECNINS-I-BEGIN, Begin CDD installation for USPS Version 4.2 on NWOCA0::
at 14-MAR-1994 15:09:36.41
%OECNINS-I-CDD, Loading CDD definitions to CDD$TOP.OECN.USPS42
OECN INSTALL_CDD (V1.0-001) Copyright © 1994, Ohio Dept of Ed, IMS
%OECNINS-I-START, Starting CDD install for USPS Version 4.2
%OECNINS-I-RECORD, Processing record OECN$CDD_PAY.ABSENCE_REC
.
.
```

7 UDMS Dictionary Implementation

USPS contains a dictionary for use with the UDMS Report Writer product. The dictionary will be installed automatically when OECN\$UTL:INSTALL_PACKAGE is executed with either the FULL or UDMS option. If a version of the dictionary has already been installed, INSTALL_PACKAGE will merge the updated version into the local copy. Thus, reports and additional views developed locally will be preserved.

USPS also contains a sharable image which is used by UDMS. The sharable image provides 3GL functions which are used in calculated fields by the UDMS dictionary. To make this image available to UDMS, you must define the following logical during system startup:

8 Implementation of this Release

Please implement this release as soon as possible. It is difficult for the SSDT to provide assistance to your problems if you are not utilizing the current version of the software supplied.

Please refer to the documentation files contained on the release tape to obtain a history of the modifications the software has gone through. The release documentation files are named in the format of "RELyymm.DOC" where yymm is the release date.

Should you experience any problems, or have any questions, concerning the OpenVMS/Alpha version of the USPS Version 4.2 software please feel free to contact SSDT for assistance using one of the following options:

Visit the OECN Public Forum at

<http://forums.oecn.k12.oh.us/forums/oecn/>

DAS restricted Forum at <http://forums.oecn.k12.oh.us/forums/das/>

SSDT Home Page at <http://ssdt.oecn.k12.oh.us/>

End of Documentation for USPS Version 4.2 Release: 2015.12