

ATTACHMENT B

HELPFUL QUERIES FOR THE SUMMER MONTHS

Payroll/HR JOB DATA

M_PY_JOB_INFO_V1: List of EE's, Positions, FTE, Salaries and the Active Pay Months.

M_PY_MCOP_VALIDATION: List of EE's, MCOP rate codes, Annual amounts, Monthly amounts and Active Pay months.

M_HR_NAANNL_STEP_ENTRY_DT: For Annual Salaried EE's. Lists step for date range selected for Salaried EE's.

M_HR_NAHRLY_STEP_ENTRY_DT: For Hourly EE's (if applicable). Lists step for date range selected for Hourly EE's.

M_PY_AUDIT_JOB_PAYLINE: Lists Employees (in the M Paygroup) Compensation Rate on Jobs and their Compensation on the Paysheet. Look for differences. In most cases the difference is due to proration (late hire, termination, mid month FTE change...)

M_HR_EE_ACTIONS: Shows the Employee Actions on Job Data within date range.

M_PY_ADDL_PAY_OVERRIDE: List of EE's, Additional Pay Codes, Monthly amounts or %, and Active Pay months.

M_PY_ADDL_PAY_NO_OVRRD: List of EE's, Additional Pays with Overrides missing. The Query returns all Addition Pays without a corresponding override set up.

M_PY_PAYSHEET_SEARCH: Will list all paysheets for the payroll month.

Benefit and General Deductions:

M_BN_EMPL_DED_PROC_GENDED: Benefit and Non Benefit General Deduction Codes, Monthly Amounts and Active Deduction Months (only for active employees).

M_BN_EMPL_DED_PROC_HLTH: Health Plan Deductions (Medical/Dental/Vision) and Active Deduction Months (only for active employees).

M_BN_EMPL_DED_PROC_NONHLTH: Non Health Plan Deductions (Disability, Life, Long Term and Legal Plans) and Active Deduction months (only for active employees).

M_BN_EMPL_DED_PROC_SVNGS: 403B/457/Roth Savings plan deductions and Active Deduction Months (only for active employees).

M_BEN_DED_OVERRD_MISSING: Benefit and general deduction enrollments that do not have a corresponding override. NOTE: It's possible that certain benefits and general deductions listed in the results may not require an override, such as OPEB or Workers' Comp. Includes both active and inactive employees – check HR Status column.

Time and Labor

M_TL_PAYABLE_TIME_AUDIT_TERM_SWB: List of timesheet entries with a status of Estimated, Rejected or Taken for Employees who are terminated or on SWB status on JOB DATA

M_TL_NEEDS_APPROVAL: Lists EE's who have reported time which has yet to be approved.

M_TL_PAYABLE_TIME_AUDIT: Lists all reported time which has been approved, picked up by Time Administration and moved over to payable time.

M_TL_EXCEPTIONS: List of all timesheet exceptions

- High Severity exceptions will not be paid (Ex. Reporting an Override Rate for an Amount TRC, or an Invalid Combo code)

M_TL_SCHED_VALIDATION: Lists work schedule assigned to corresponding employee position.

DNP (Delayed Net Pay)

M_PY_DNP_BALANCE_DISTRICT: List of employee's DNP balances