

PY-26 Wage Type Reporter

Purpose

The purpose of this Business Process Procedure is to explain how to evaluate payroll results based on specific wage types in the Integrated HR-Payroll System.

Trigger

There is a need to evaluate payroll results on specific wage types.

Business Process Procedure Overview

The purpose of this transaction is to evaluate the wage types for a specific period and a specific payroll run. A regular payroll run can be compared with another regular payroll run using wage type reporter.

Access Transaction

Via Menu Path: Human Resources >> Payroll >> Americas >> USA >> Subsequent activities>>Per payroll period >> Lists/statistics >> Wage type reporter

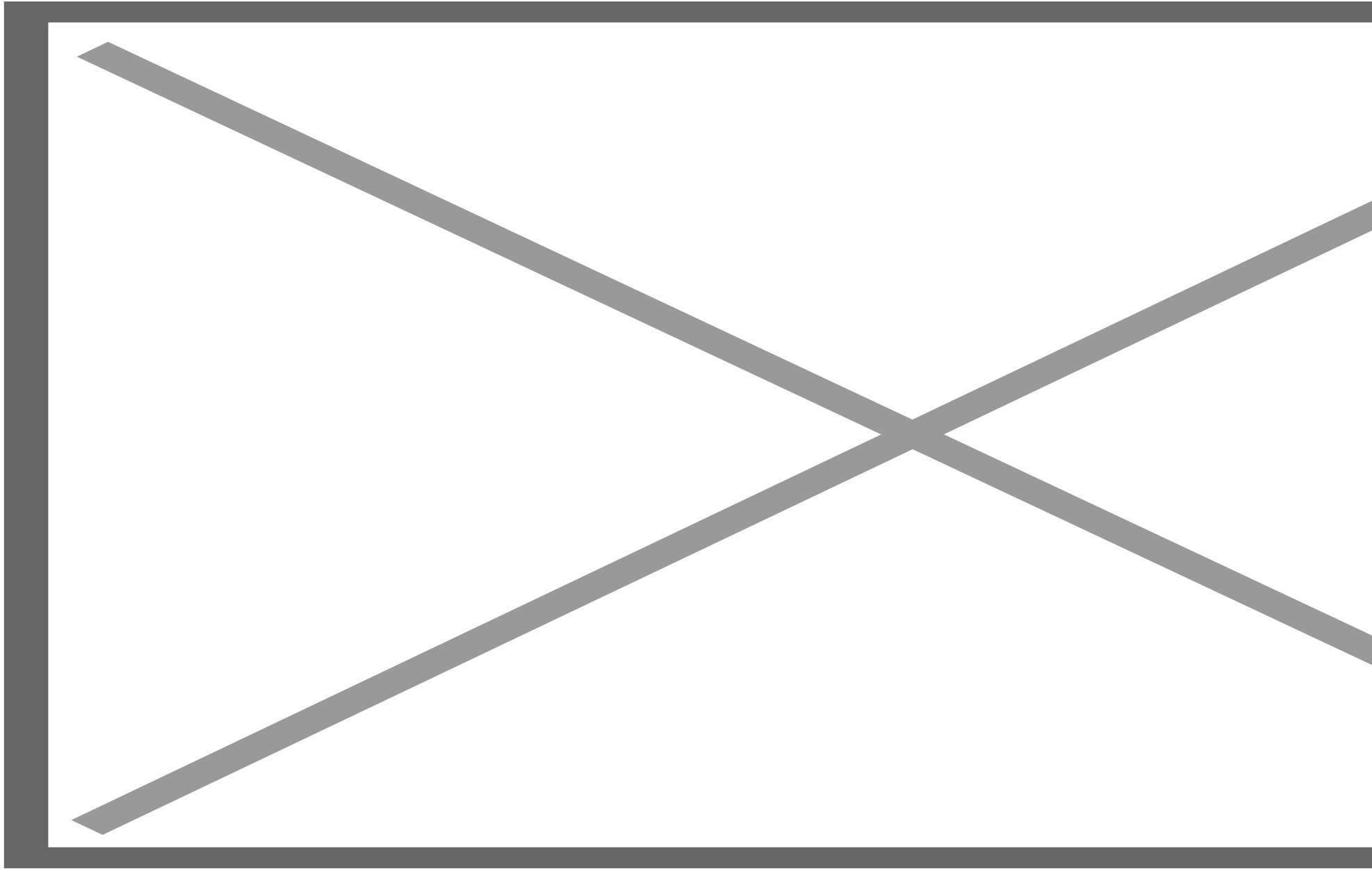
Via Transaction Code: PC00_M99_CWTR

Procedure

There are 13 steps to complete this process.

SAP Easy Access

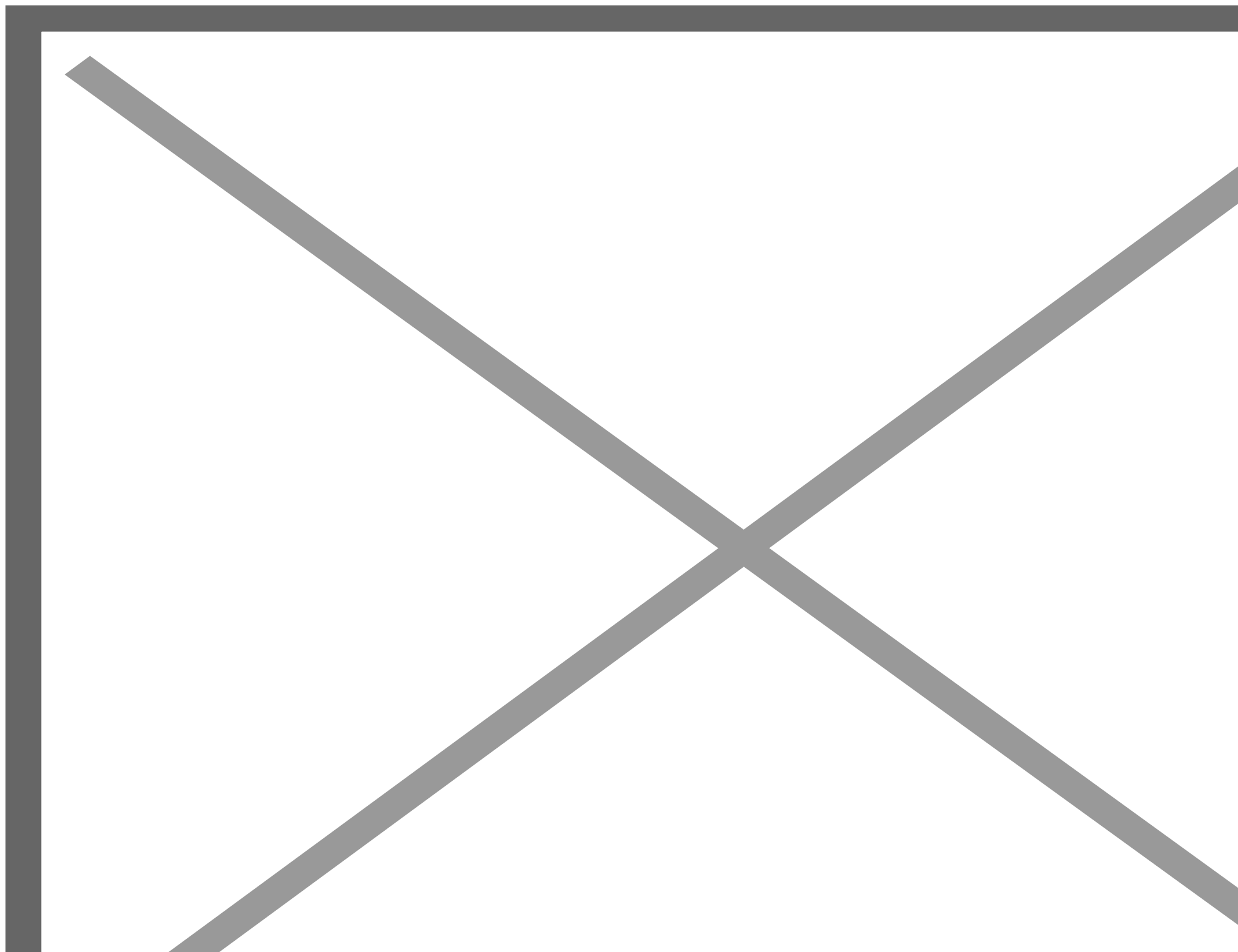
Image



Step 1. Enter **PC00_M99_CWTR** in the Command field.

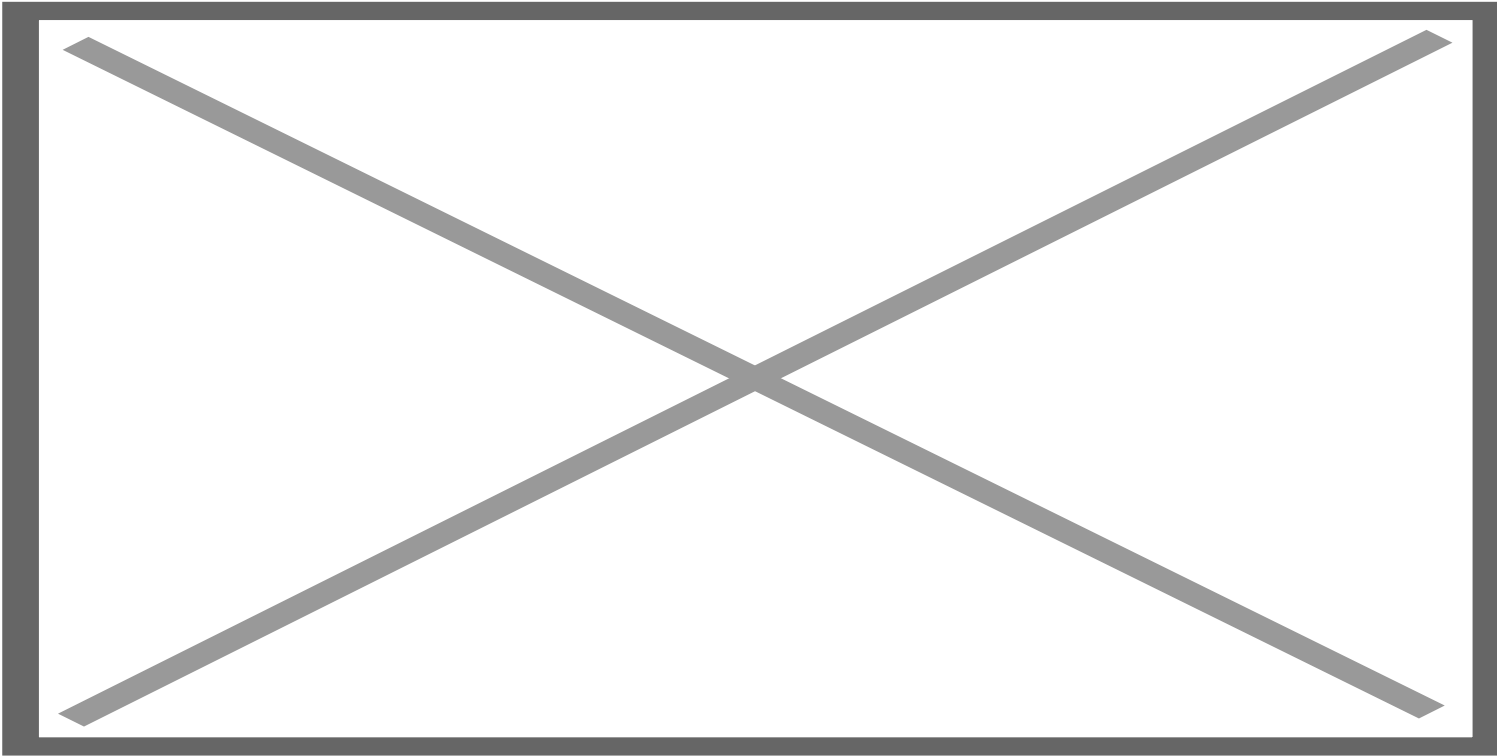
Step 2. Click **Enter**.

Image



Step 3. Click **Get Variant (Shift+F5)** if selecting an existing variant.

Image



Step 4. Remove personnel number in the **Created by** field if searching for a variant created by another user

Step 5. Click the **Execute** button.

Step 6. Select the **ZPROD-MO/101 PROD-MO Gross Earnings** row.

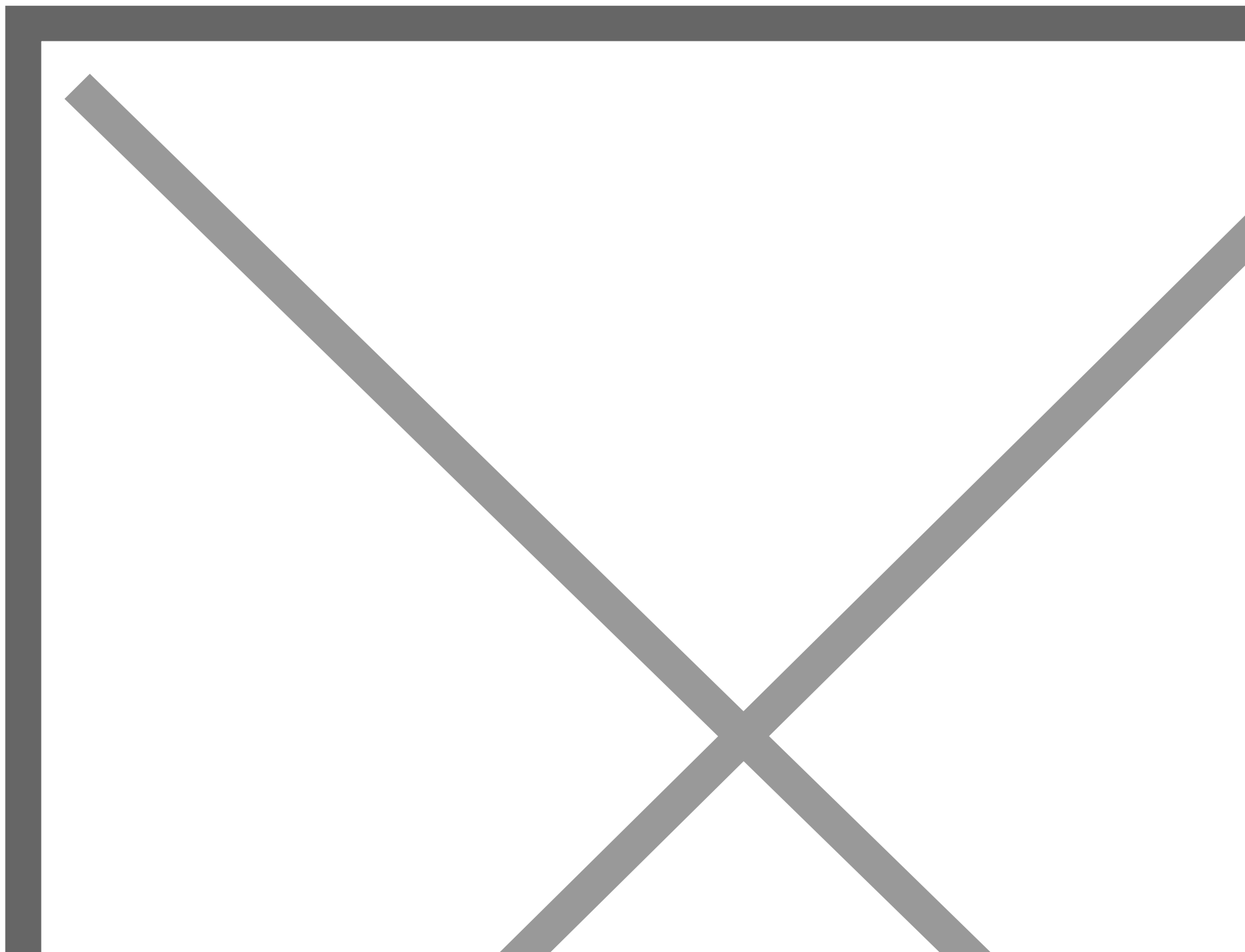
Image



Step 7. Click **Choose (F2)** button.

Note: The variants beginning with the variant name **ZPROD** have been created by OSC. These variants are available for all State agencies to use when running reports and cannot be changed.

Image



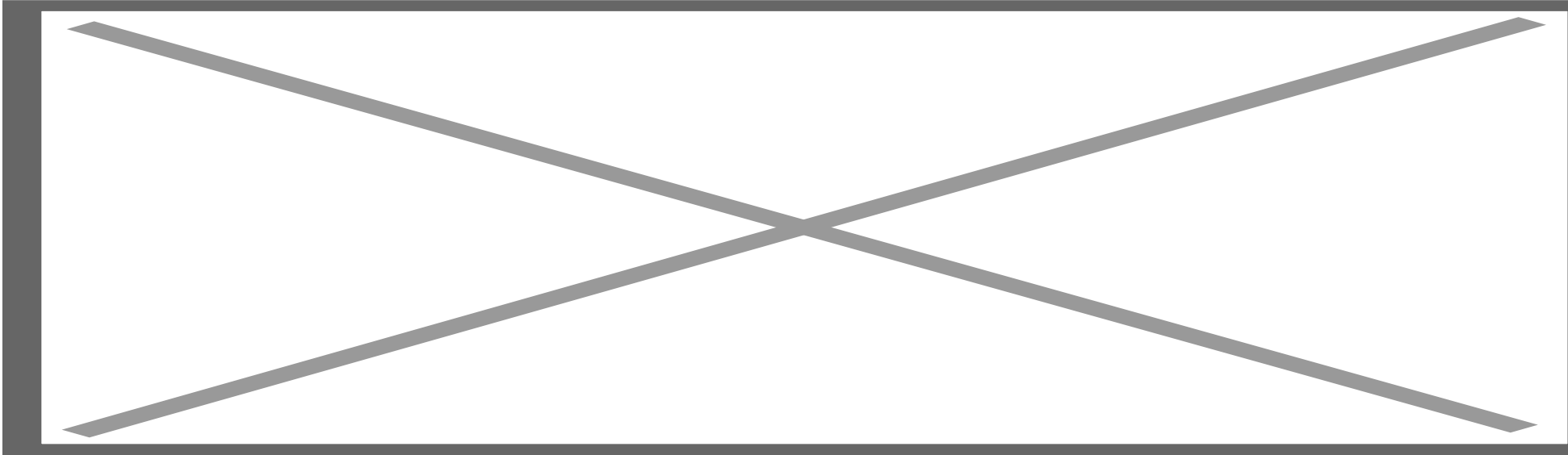
Step 8. Update the following field(s) in the Selection section.

Field Name	Description	Values
Personnel Number	Unique number identifying an individual's master record data in the system.	Enter value in Personnel Number. Example: 80001039
Company Code	NC01 for all Agencies except Transportation, which is NC02.	Enter value in Company Code. Example: NC01
Personnel area	Code identifying the agency and division associated with the position.	Enter value in Personnel area. Example: 4601
Personnel subarea	Code that defines various working schedules so that Time Management can define groups of specific time entry rules. Some examples include: • NC01 7-day Norm See the Personnel Area and Subarea (PSA) job aid on the OSC Training HELP website for detailed information concerning the relevant PSAs associated with each Personnel Area.	Enter value in Personnel subarea. Example: NC01
Employee group	Employee's working classification (e.g. permanent, temporary, probationary, etc.).	Enter value in Employee group. Example: A

Field Name	Description	Values
Employee subgroup	Code identifying the employee's exempt, non-exempt, or other working status,	Enter value in Employee subgroup. Example: A1
Payroll area	Code identifying the payroll area, or frequency of payroll (bi-weekly, monthly, etc.). Payroll area 01 for Monthly or 04 for Bi-Weekly.	Enter value in Payroll area. Example: 01

Note: More selection criteria selected will narrow down the report results.

Image



Step 9. Update the field(s) in the **Payroll Period** section.

Field Name	Description	Values
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Payroll Area Code identifying the payroll area, or frequency of payroll (bi-weekly, monthly, etc.). Payroll area
01 for Monthly or 04 for Bi-Weekly.

Enter value in Payroll Area.

Example: 01

Select Other Period in list box.

Period
Selection Click the dropdown menu if selecting period other than Current Period,

Enter value in Month

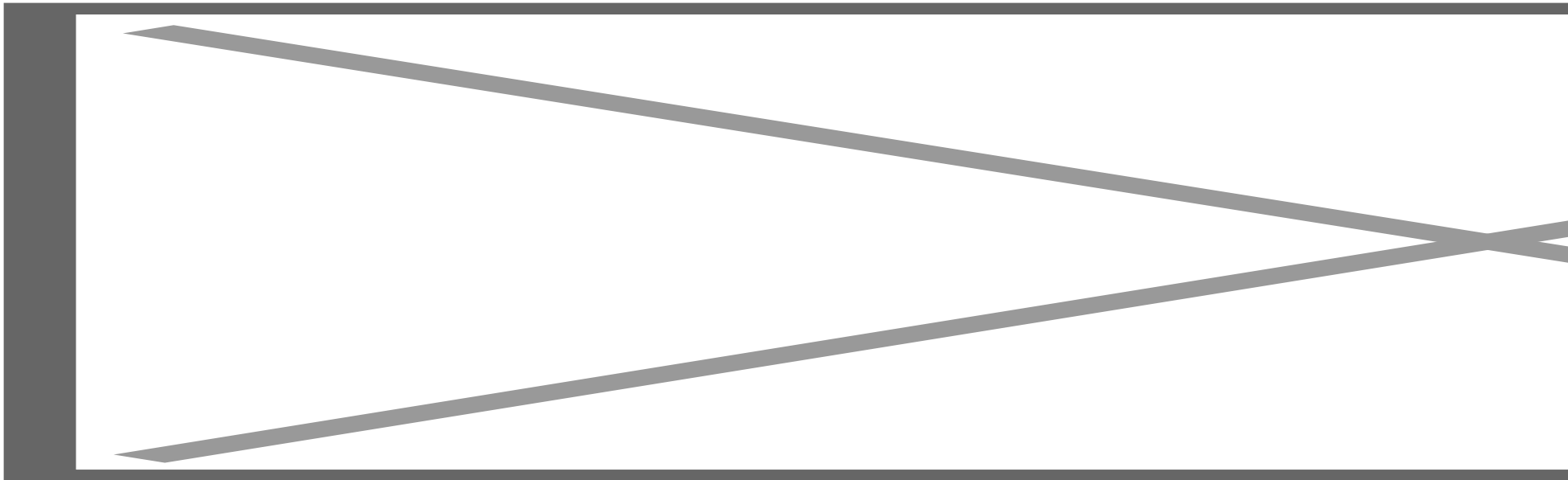
Example: 01

Enter value in Payroll Year

Example: 2017

Step 10. Click **Execute (F8)**.

Image



Step 11. Click **Scrollbar** to view additional data which is not displayed on the screen.

Note: This report contains the data related to Personnel Number 80001039. The variant allows you to view the total gross wages (WT /101) for the other period of 01/2017.

Step 12. Click **Exit** button.

Step 13. The system task is complete.

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