PY-34 Run Payroll Recon to Generate Reports

Purpose

Payroll Reconciliation Report (PC00_M10_REC) is used to help balance yearend. These reports are run for all employee subgroups subject to FLSA overtime. See last page of this report for the list of employee subgroups subject to FLSA overtime.

Generate Reports

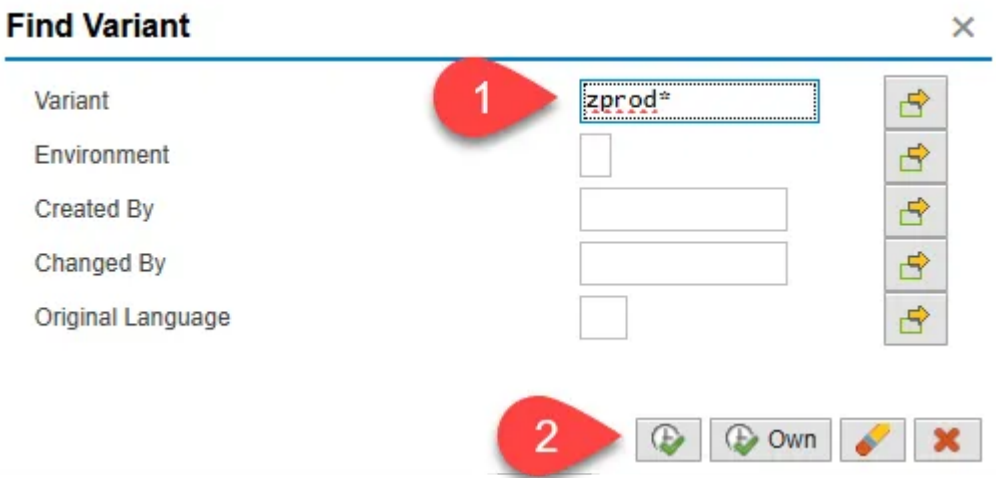
Variants are:

ZPROD-YTD 1212 YTD WT 1212 OT Premium
ZPROD-YTD 1300 YTD WT 1300 Comp Time Payout
ZPROD-YTD 1327 YTD WT 1327 Comp Leave
ZPROD-YTD 1343 YTD WT 1343 Comp Leave
ZPROD-YTD 1348 YTD WT 1348 Comp Time Payout

There are 14 steps to complete this process.

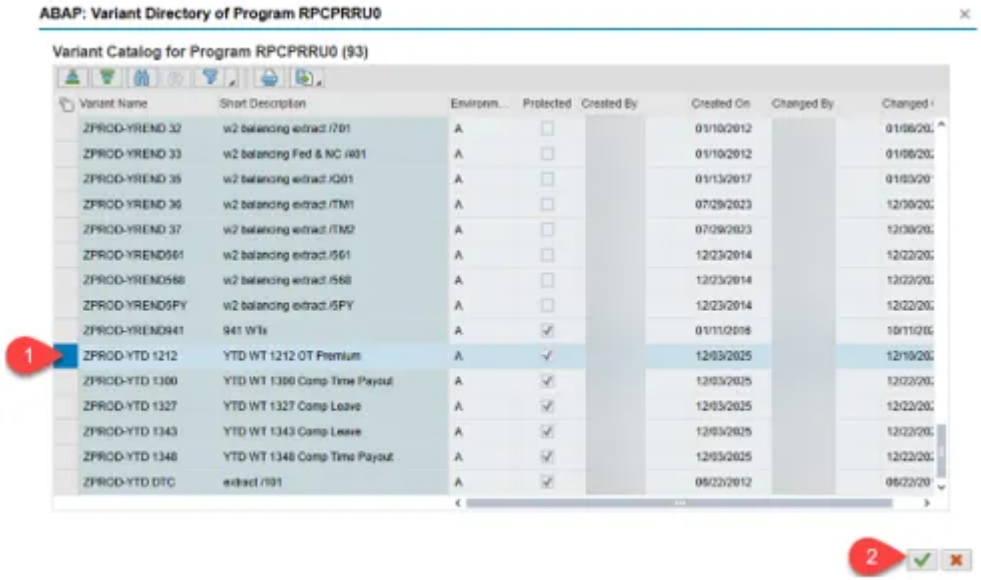
Step 1. To find the variants click the **Variant** icon. Enter **zprod*** in the Variant field and then select **Execute**.

Image



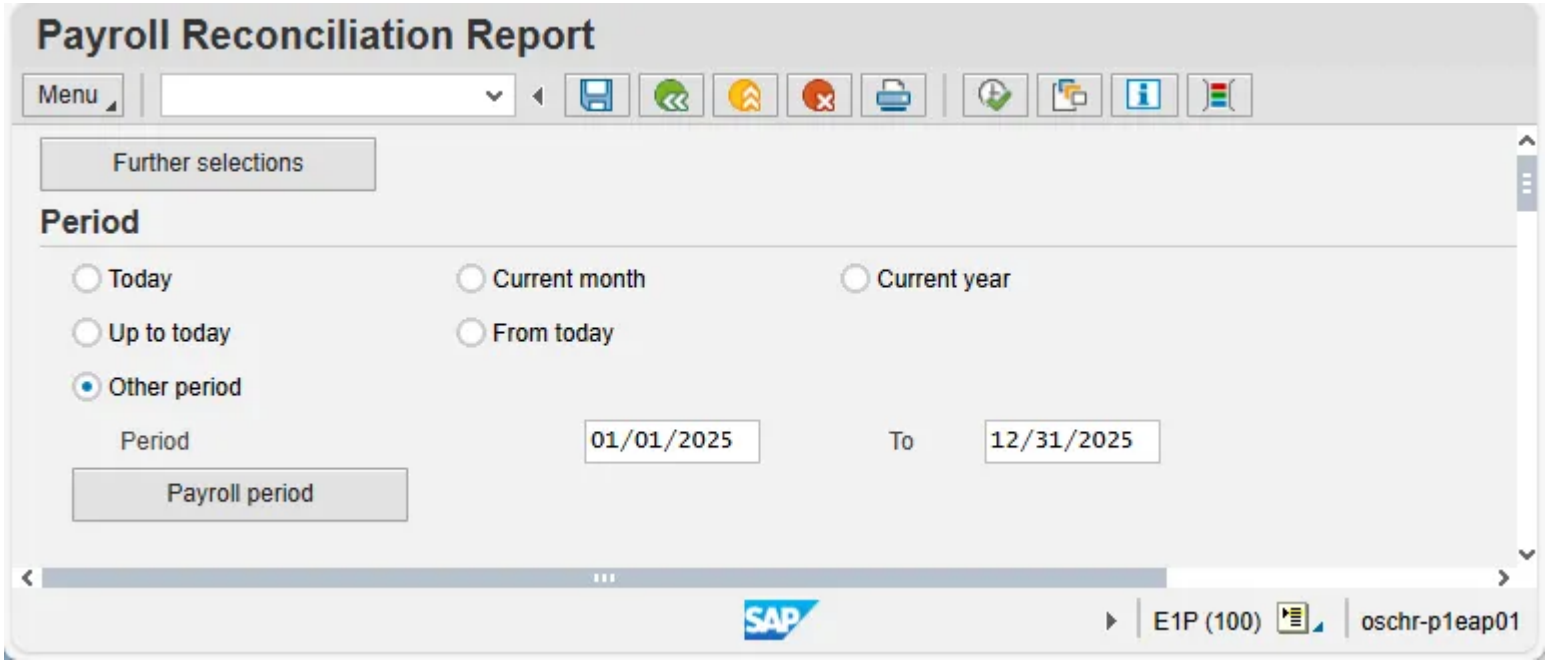
Step 2. Select the **variant** to run.

Image



Step 3. The variant run dates **must be** changed to support the period in which you are running for.

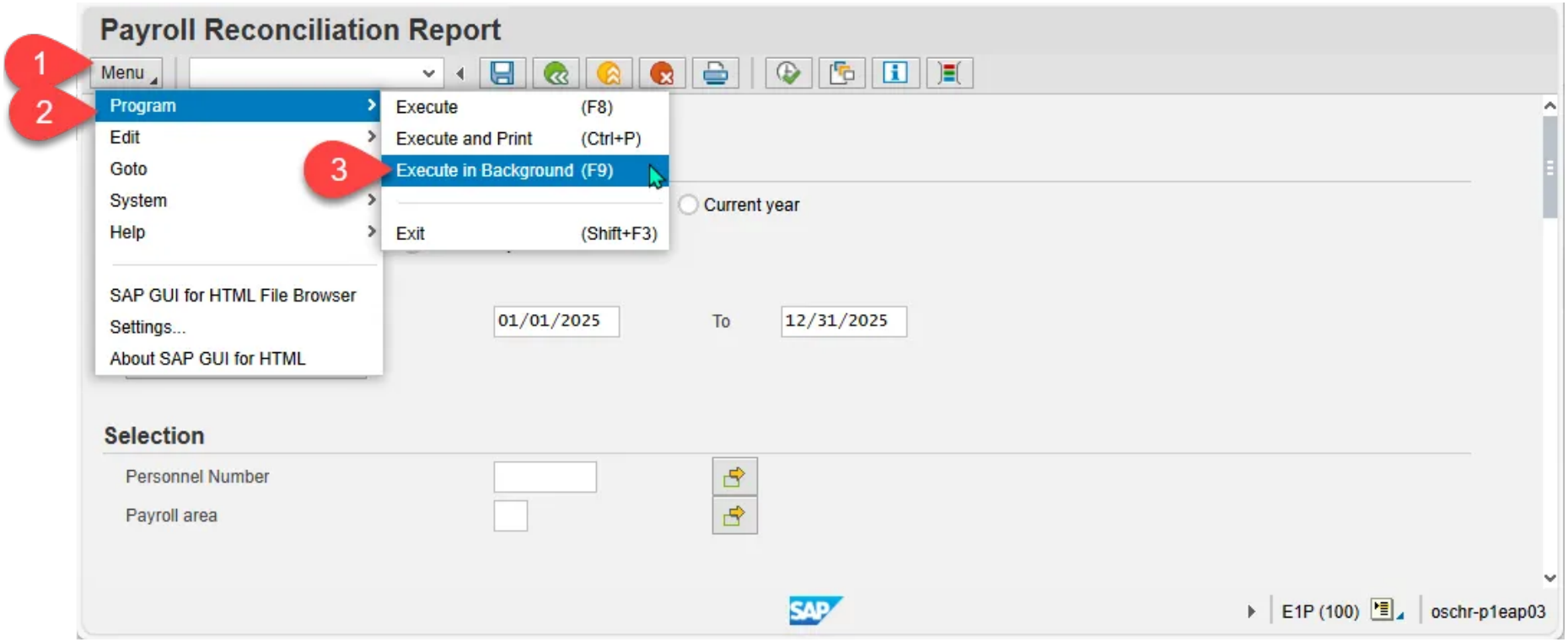
Image



Note: Each report must be run to gather the data needed to get year-to-date eligible overtime premium amounts. Reports should be run in the background if running without personnel numbers or for a large dataset.

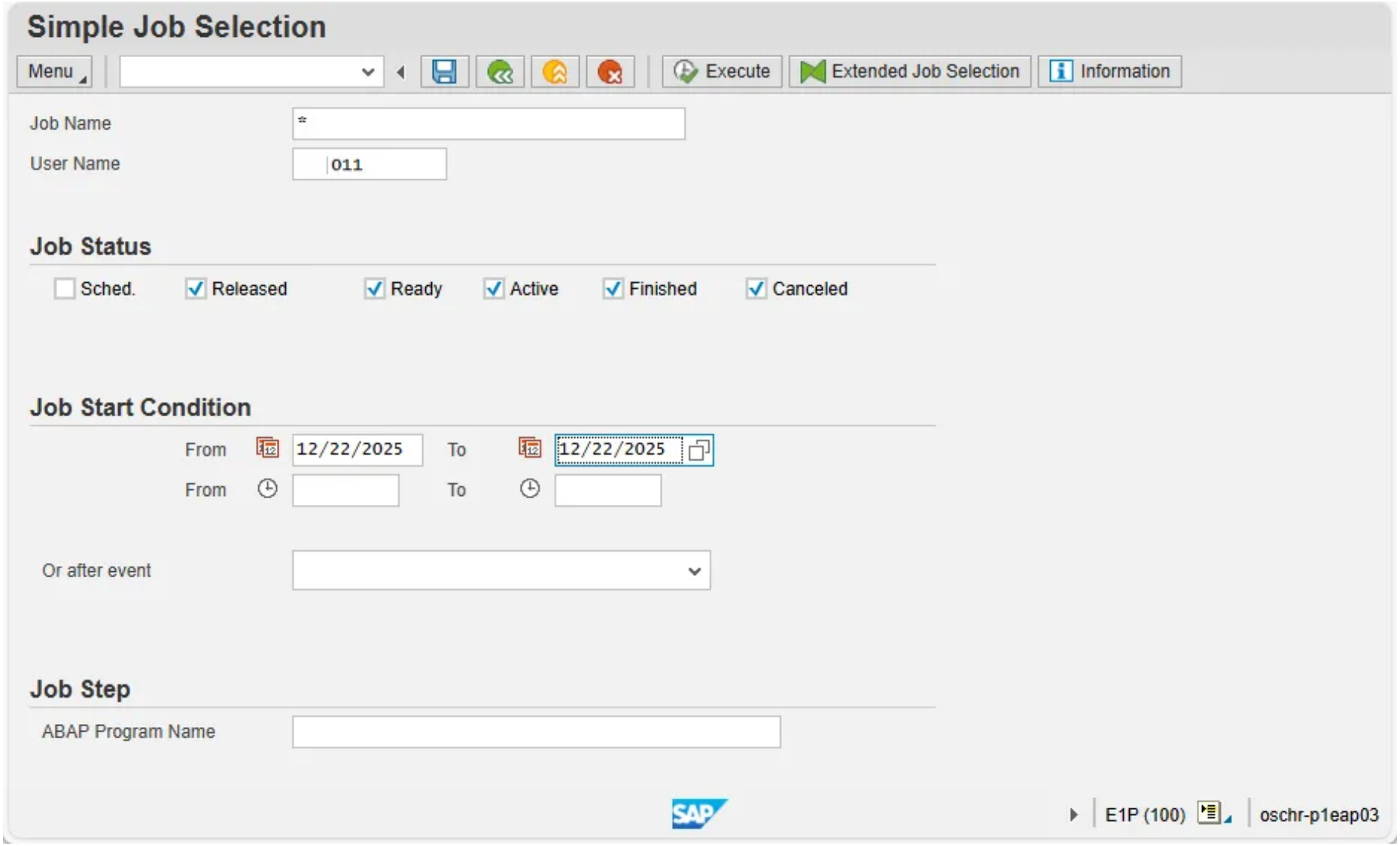
Step 4. To run in the background, select **Menu->Program->Execute in Background**.

Image



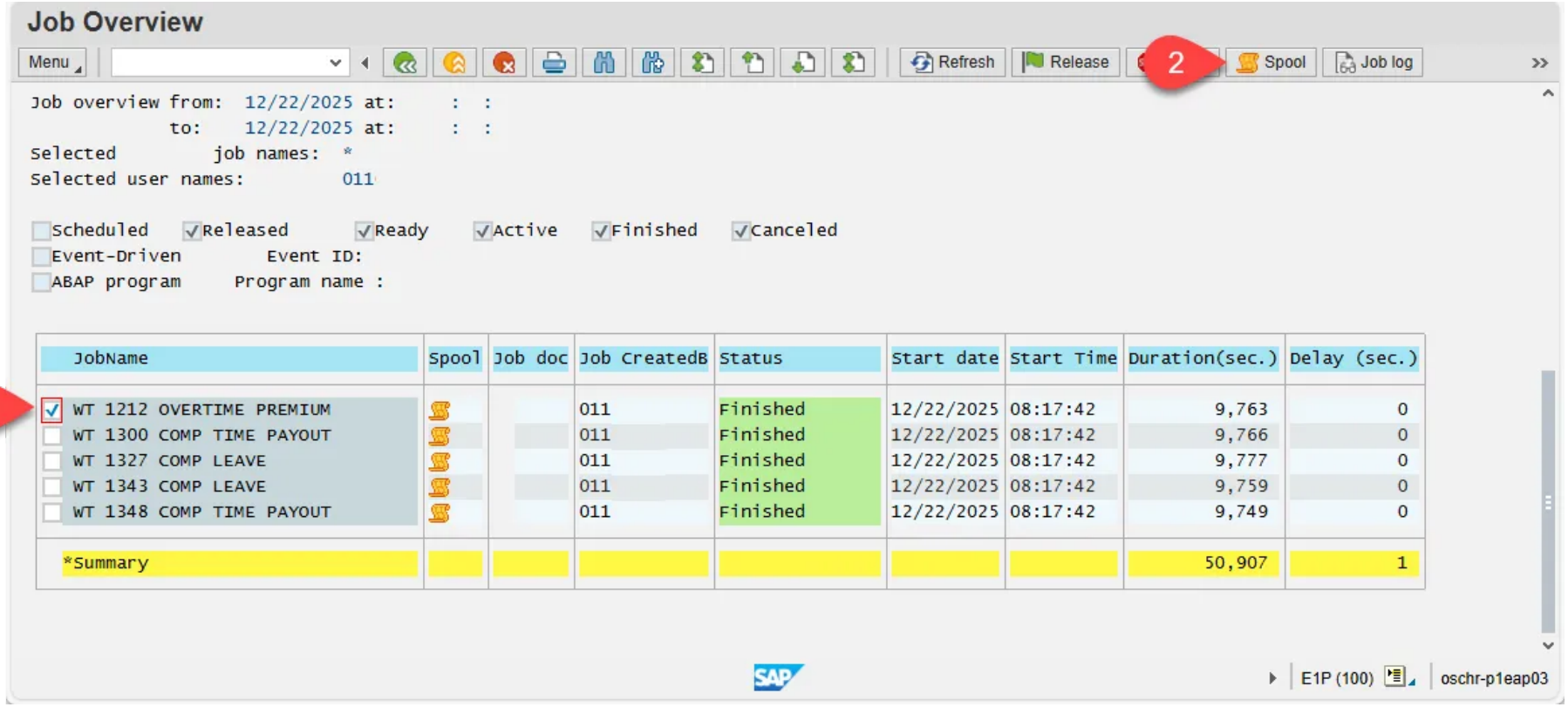
Step 5. Execute the **Overview of Jobs (SM37)** transaction to monitor and retrieve the reports.

Image



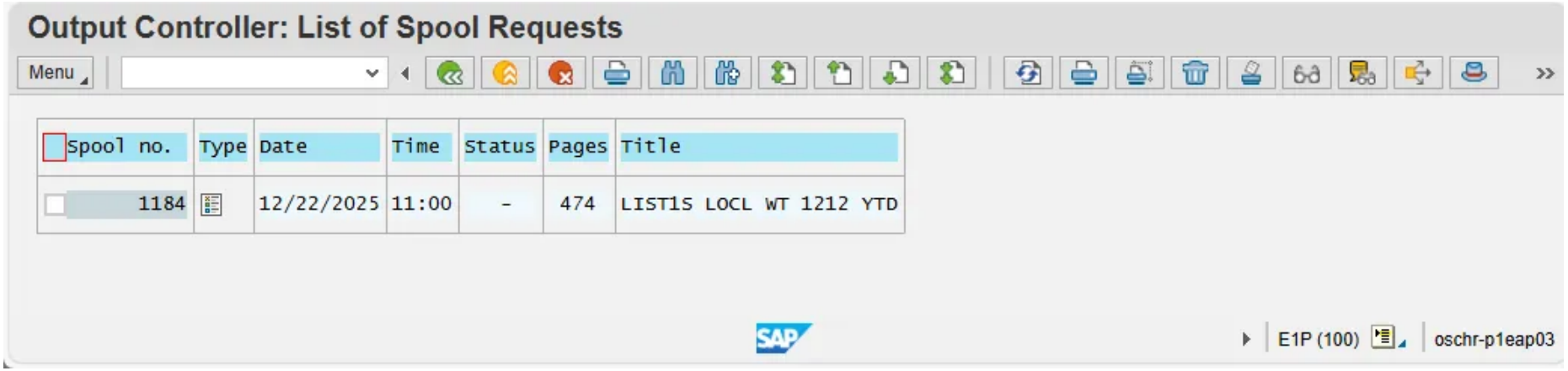
Step 6. Select the **JobName**, then select the **Spool** button to display the spool results.

Image



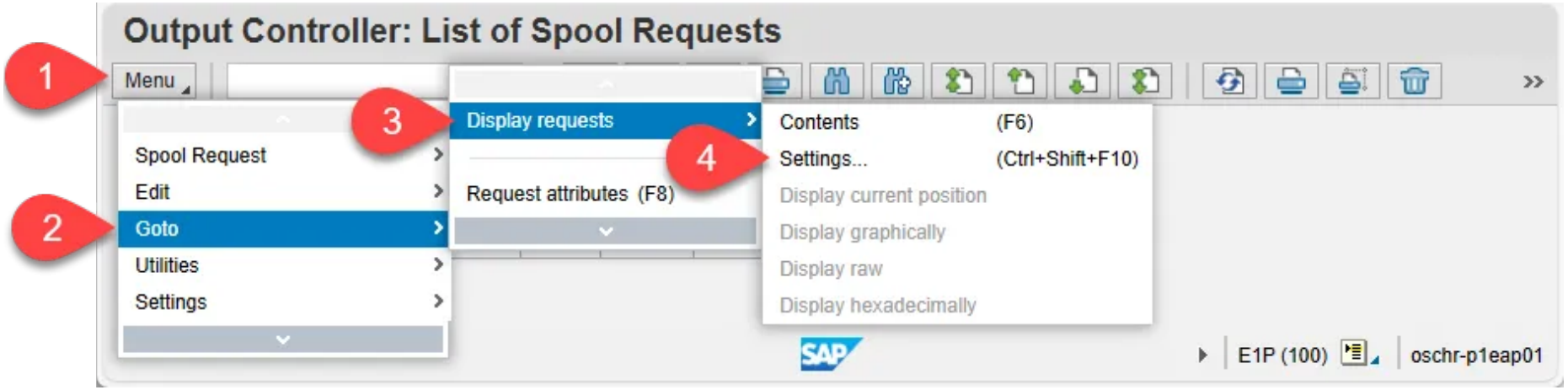
Step 7. Before opening the spool, make sure your settings will allow you to see the complete spool.

Image



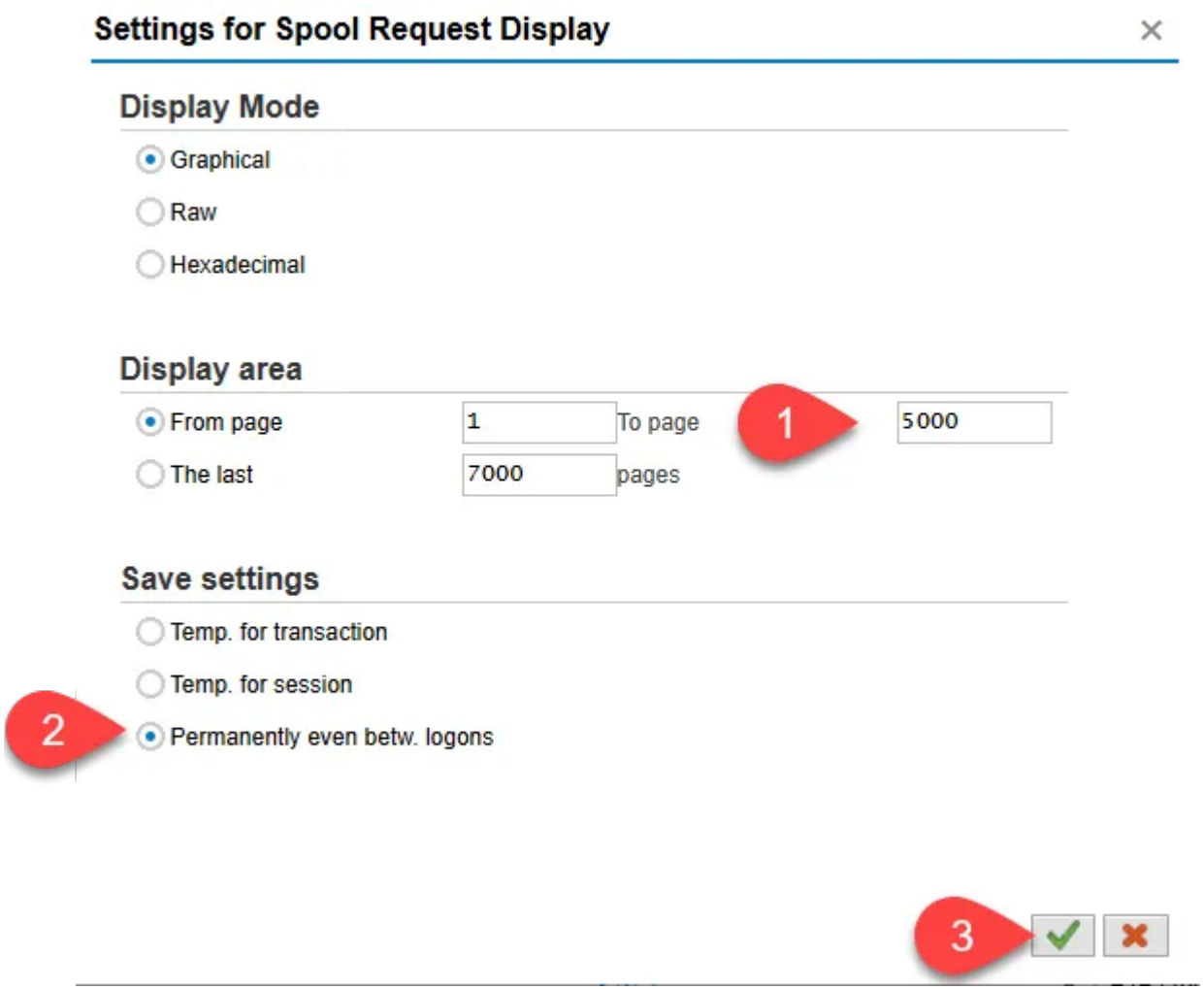
Step 8. Check your setting using **Menu->Goto->Display requests->Settings**.

Image



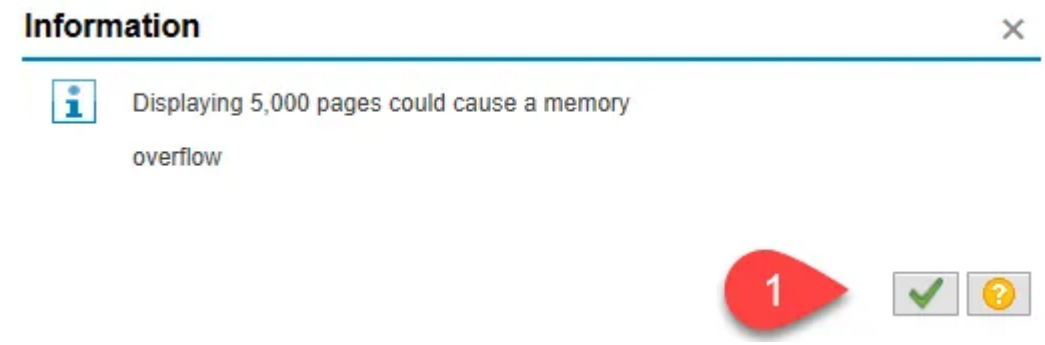
Step 9. Make sure you show enough pages to see the complete report. You can change this setting to be **permanent** or **temporary**.

Image



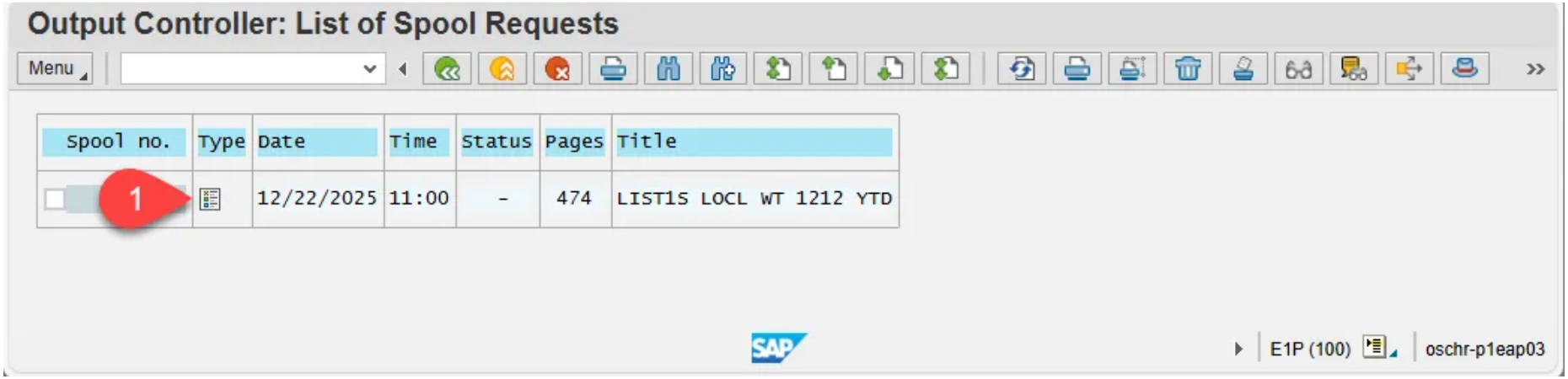
Step 10. Select the **Green** check mark through the information message.

Image



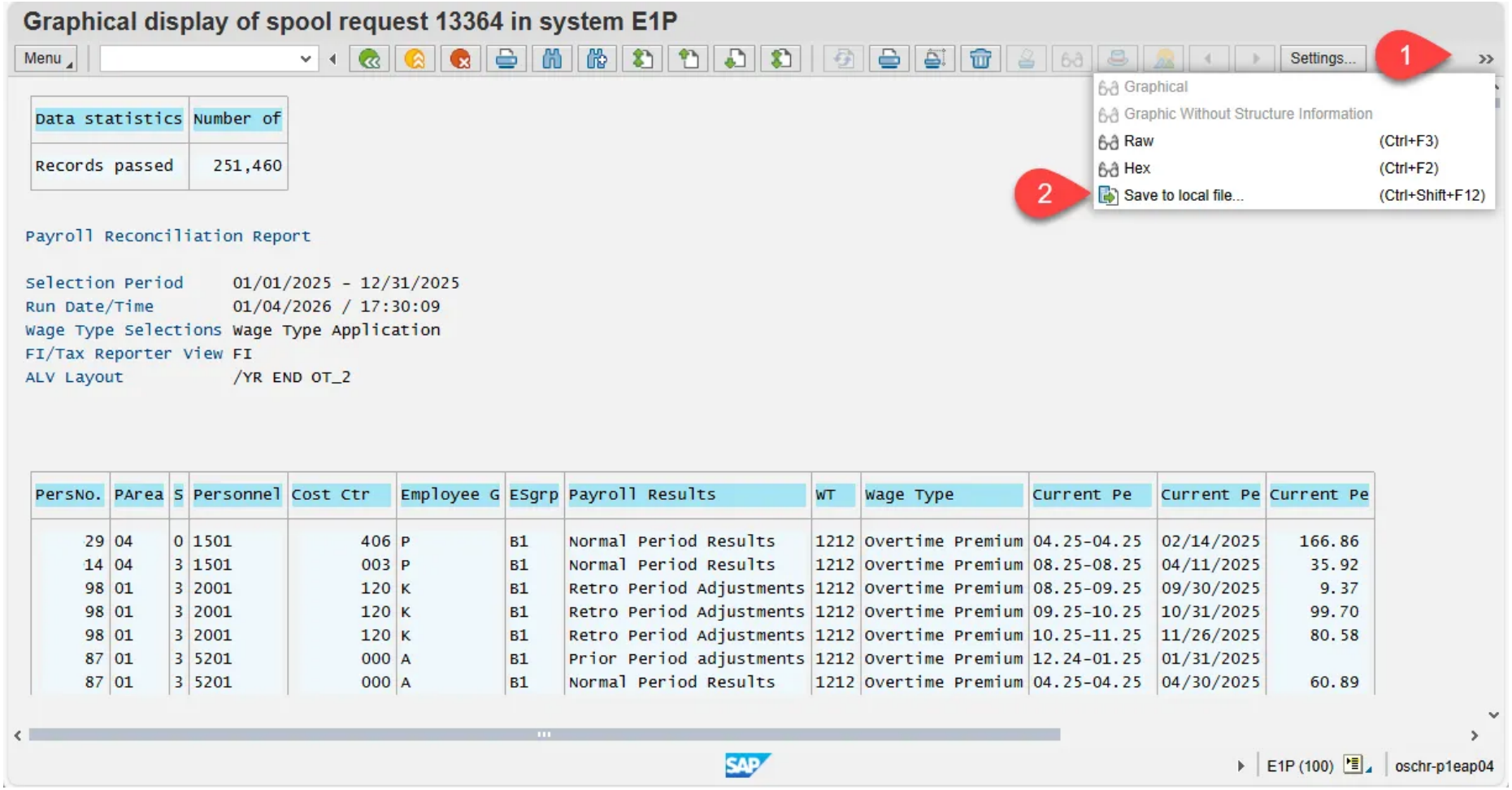
Step 11. To open the spool, select the **Type** button.

Image



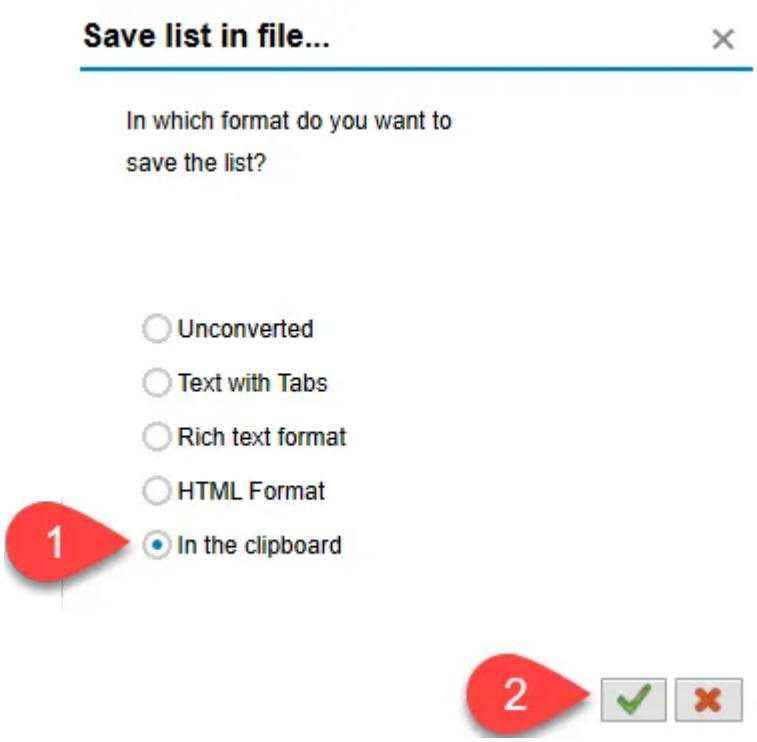
Step 12. To Copy the report to the clipboard, select the **More** button, and then select **Save to local file…**.

Image



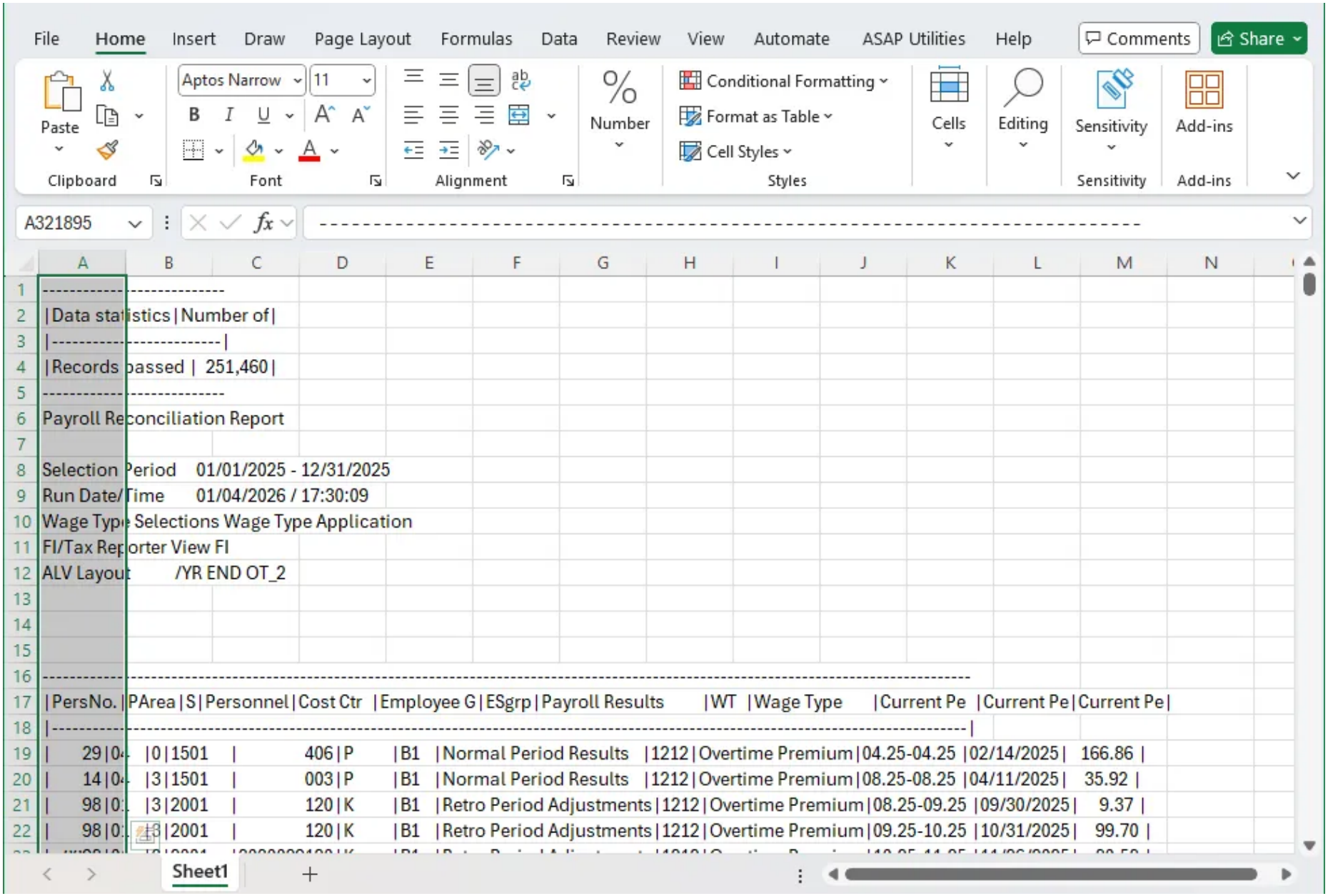
Step 13. Select the **In the clipboard** radio button, followed by the **Green** check mark.

Image



Step 14. Open an MS-Excel session. Paste the clipboard into the first column in MS-Excel.

Image



	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	----------	----------												
2	|Data sta	istics | Number of |											
3	|----------	---------- |											
4	|Records	passed | 251,460 |											
5	----------	----------												
6	Payroll Re	conciliation Report												
7														
8	Selection	Period 01/01/2025 - 12/31/2025												
9	Run Date/	Time 01/04/2026 / 17:30:09												
10	Wage Typ	Selections Wage Type Application												
11	FI/Tax Re	orter View FI												
12	ALV Layou	/YR END OT_2												
13														
14														
15														
16	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------
17	|PersNo.	|PArea | S | Personnel | Cost Ctr	| Employee G | ESgrp | Payroll Results							| WT	| Wage Type	| Current Pe	| Current Pe	| Current Pe |	
18	|----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------
19	| 29 | 0	|0 | 1501	| 406 | P	| B1	| Normal Period Results	| 1212 | Overtime Premium | 04.25-04.25	| 02/14/2025 | 166.86 |						
20	| 14 | 0	|3 | 1501	| 003 | P	| B1	| Normal Period Results	| 1212 | Overtime Premium | 08.25-08.25	| 04/11/2025 | 35.92 |					
21	| 98 | 0	|3 | 2001	| 120 | K	| B1	| Retro Period Adjustments	| 1212 | Overtime Premium | 08.25-09.25	| 09/30/2025 | 9.37 |					
22	| 98 | 0	|3 | 2001	| 120 | K	| B1	| Retro Period Adjustments	| 1212 | Overtime Premium | 09.25-10.25	| 10/31/2025 | 99.70 |					

Subject FLSA Employee Subgroups

ESgrp	Name of EE subgroup
0A	PT S-FLSAOT Perm MAG
0C	PT S-FLSAOT TL MAG
0E	PT S-FLSAOT Temp MAG
72	FT S-FLSAOT Perm MAG
74	FT S-FLSAOT TL MAG
81	FT S-FLSAOT Perm CR
83	FT S-FLSAOT TL CR
85	FT S-FLSAOT Temp CR
8A	PT S-FLSAOT Perm CR
8C	PT S-FLSAOT TL CR
8E	PT S-FLSAOT Temp CR
B1	FT S-FLSAOT Perm
B2	FT S-FLSAOT Prob
B3	FT S-FLSAOT TL
B4	FT S-FLSAOT TL Prob
B5	FT S-FLSAOT Temp
B6	FT S-FLSAOT Student
B7	FT S-FLSAOT Intermit
B8	N/A FT S-FLSAOT Trne
B9	N/A FT SFLSAOTFldTrn
BL	FT S-FLSAOT Perm
BP	FT S-FLSAOT Prob
C5	FT S-FLSA Perm 12C

ESgrp	Name of EE subgroup
C6	FT S-FLSA Prob 12C
C7	FT S-FLSA TL 12C
C8	FT S-FLSA TLProb 12C
D5	FT S-FLSA Perm 11C
D6	FT S-FLSA Prob 11C
D7	FT S-FLSA TL 11C
D8	FT S-FLSA TLProb 11C
F5	PT S-FLSA Perm 11C
F6	PT S-FLSA Prob 11C
F7	PT S-FLSA TL 11C
F8	PT S-FLSA TLProb 11C
G2	Pick-up FireFighter
G8	Temp FT S-FLSAOT
GB	Temp PT S-FLSAOT
GD	Temp Sol FT S-FLSAOT
GF	Temp Sol PT S-FLSAOT
H5	FT S-FLSA Perm 10C
H6	FT S-FLSA Prob 10C
H7	FT S-FLSA TL 10C
H8	FT S-FLSA TLProb 10C
I5	PT S-FLSA Perm 10C
I6	PT S-FLSA Prob 10C
I7	PT S-FLSA TL 10C

ESgrp	Name of EE subgroup
I8	PT S-FLSA TLProb 10C
P5	FT S-FLSA Perm 115C
P6	FT S-FLSA Prob 115C
P7	FT S-FLSA TL 115C
P8	FT S-FLSATLProb 115C
R5	PT S-FLSA Perm 12C
R6	PT S-FLSA Prob 12C
R7	PT S-FLSA TL 12C
R8	PT S-FLSA TLProb 12C
SM	FT S-FLSAOTPerm ACJP
SN	FT S-FLSAOT TL ACJP
SO	FT S-FLSAOTTemp ACJP
SP	PT S-FLSAOTPerm ACJP
SQ	PT S-FLSAOT TL ACJP
SR	PT S-FLSAOTTemp ACJP
V0	FT S-FLSAOT Perm JBS
V3	FT S-FLSAOT TL JBS
V5	FT S-FLSAOT Temp JBS
V7	FT S-FLSAOT Perm MC
VA	PT S-FLSAOT Perm JBS
VC	PT S-FLSAOT TL JBS
VE	PT S-FLSAOT Temp JBS
VX	PT S-FLSAOT Perm MC

ESgrp	Name of EE subgroup
X5	PT S-FLSA Perm 115C
X6	PT S-FLSA Prob 115C
X7	PT S-FLSA TL 115C
X8	PT S-FLSATLProb 115C
Y1	PT S-FLSAOT Perm
Y2	PT S-FLSAOT Prob
Y3	PT S-FLSAOT TL
Y4	PT S-FLSAOT TL Prob
Y5	PT S-FLSAOT Temp
Y6	PT S-FLSAOT Student
Y7	PT S-FLSAOT Intermit
Y8	N/A PT S-FLSAOT Trne
Y9	N/A PT SFLSAOTFldTrn

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