TM-44 PT-ERL00 Liability Leave Time Evaluation Messages

Purpose

The purpose of this job aid is to explain the Adverse Weather Time Evaluation Messages viewable on transaction PT_ERL00.

With the changes to the Adverse Weather policy effective 1/1/2015, an employee is not allowed to use Adverse Weather Leave if the employee has available Comp Leave. Additionally, an employee going out on extended LOA is required to repay outstanding Adverse Weather liabilities prior to going out on LOA.

Time Evaluation will generate ‘LA – AW Lv Recorded & Comp Lv Available’ and ‘LB – EE LOA w/Liability Lv- Check for AW’ as a warning message to support these updates to the Adverse Weather policy.

- **LA** – AW Lv Recorded & Comp Lv Available
- **LB** – EE LOA w/Liability Lv- Check for AW

These messages will be generated for dates 1/1/2015 and after.

LA – AW Lv Recorded & Comp Lv Available

This message will generate if an employee has Comp Leave available on a day in which Adverse Weather Leave (A/A 9545) has been recorded. Even though there is a hard stop in the time sheet to prevent the use of A/A 9545 if Comp Leave is available, this message in Time Eval will catch scenarios where the entry is valid when keyed, but retro processing deems the use of A/A 9545 contrary to policy due to an available Comp Leave balance.

An employee’s available Comp Leave on a given day is reportable using PT_BAL00 and selecting time type TCOM.

To correct this scenario, the A/A 9545 entry should be changed to consume all or a remainder of the employee’s Comp Leave balance.

LB – EE LOA w/Liability Lv- Check for AW

This message will generate if an employee has a Z3 (LOA) action and has a leave liability balance. The leave liability balance is determined using the remaining balance in quota 61 (Leave Liability Hrs Owed) on the day prior to processing.

Note 1: Time Evaluation warning/informational messages and hard stop messages are viewable using transaction PT_ERL00.

Note 2**:** The Time Operations Team at BEST will monitor these new messages.

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