B0063 LI Position Summary

Purpose

The purpose of this report description is to explain how to obtain position summary information related to Legislative Increases in the Integrated HR-Payroll System.

Report Description

This report contains two sub-reports

- **The B0063: LI Position Summary** report provides a summary of budget information for all positions (vacant and filled) for the organizational unit(s) selected. It displays a summary of Legislative Increases applied to the employee and budgeted salaries, if applicable by fund, totaled by business area, along with a grand total at the bottom of the report.
- **The LI Vacant Position Summary** report lists only the vacant positions for the organizational unit(s) selected. It displays the prior budgeted salary, budgeted salary increases, if applicable, current budgeted salary and job minimum and maximum pay. A grand total is displayed at the bottom of the report.

Report Location

Legislative Increase

Report Uses

- The B0063 LI Position Summary report is used by agencies to view a summary of Legislative Increases on positions - vacant and filled.
- The B0063 report can be used to determine the cost of the LI by business area for the organizational unit(s) selected.
- The LI Vacant Position Summary report is used to determine the amount of Legislative Increase that was applied for vacant positions.
- The LI Vacant Position Summary report is used to identify positions where the budgeted salary was increased in error.

How to Generate This Report

This report is generated after selecting values for the mandatory prompts. All mandatory prompts must have values selected before the Run Icon can be used to generate the report. Mandatory prompts can be identified as mandatory by the exclamation mark inside of the yellow-orange triangle, the square with the checkmark, or the display of (Mandatory). Detailed instructions for interaction with each prompt can be found on the Web Intelligence Prompt List on the OSC website.

The Mandatory prompts for this report are:

- Organizational Unit
- LI Effective Year
- LI Version (O-Original U-Updated) (Mandatory) - other values are for internal use only):
    - **O - Original** is for the official LI Transmittal that was captured immediately after the Legislative Increase was processed in the Integrated HR-Payroll System. It reflects the effect of the update programs on employee salaries and position budgets.

- **U - Updated** is the LI Transmittal report that includes any updates made to the system after the Original Transmittal information was captured. Examples of these updates are individual Legislative Increase actions which may have been processed via OM or PA workflow, as well as any other adjustments to the master data effective as of July 1 for the LI effective year. Use this version to validate any corrections made to the LI results via SAP transactions.

  Note**:** No history is retained for the (U) updated version of the LI report for previous years. The updated version always relates to the most current LI year. Historical (O) original versions are available for all years since the inception of the Integrated HR-Payroll system.

This report can also be further limited by utilizing the Optional prompts to further limiting the amount of data that retrieved into the body of the report. Optional prompts are indicated as optional in parentheses beside the prompt.

The Optional prompts are:

- Cost Center(s) - (Optional)
- Fund(s) – Optional
- Application of Fund(s) - (Optional)
- Position(s) - (Optional)

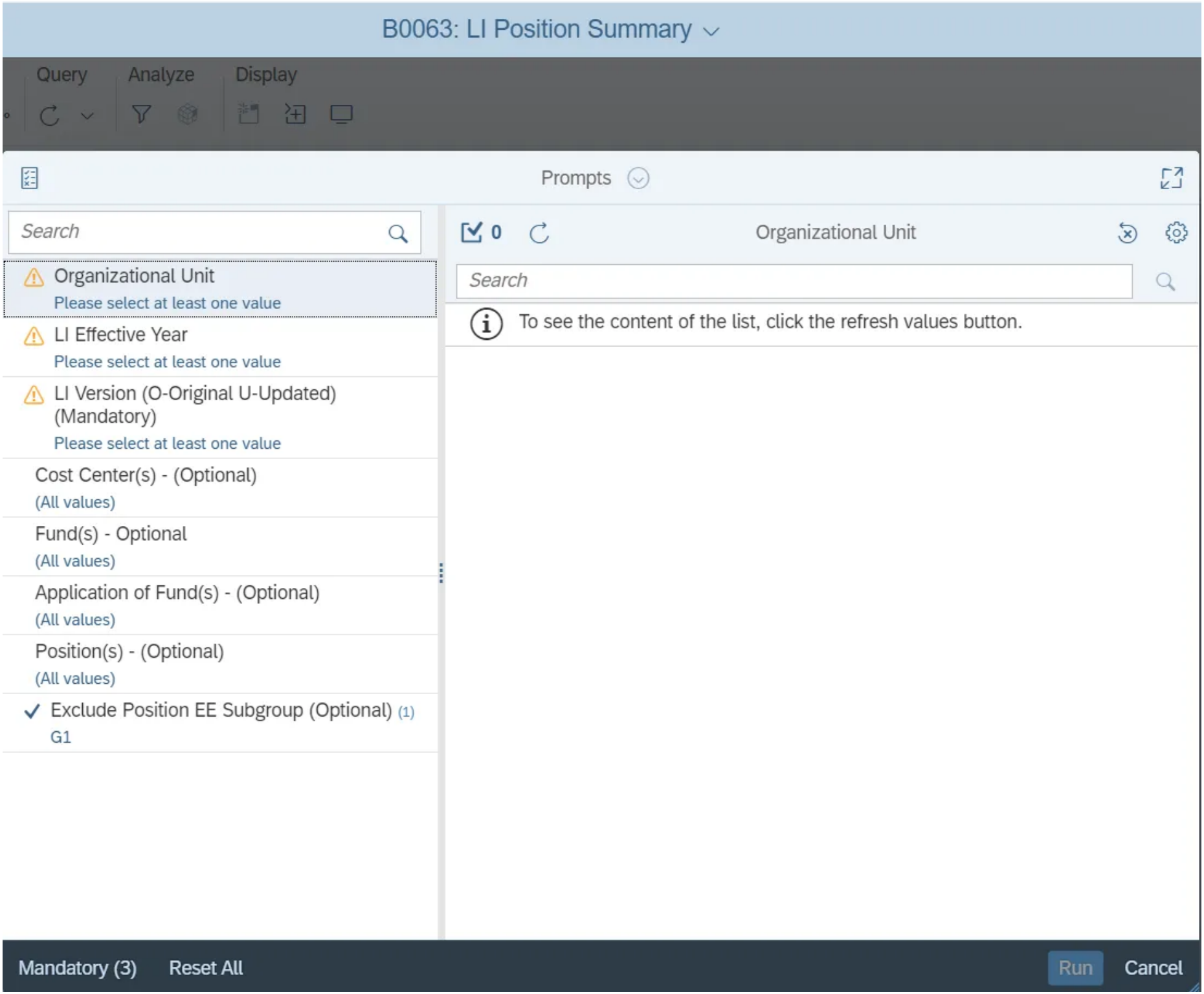
Note**:** Sometimes search on with *wildcard in position field returns an error if the number of position searches exceeds the system limit. In those situations, choose a smaller agency Org Unit hierarchy or enter a known position or run the report with Mandatory prompts and return to the prompt screen to choose one or more positions.

Exclusion prompts exclude specified data by default while allowing customers the flexibility of changing them when necessary. Exclusion prompts are identified by the term Exclude followed by the prompt.

The Exclusion prompts are:

- Exclude Position EE Subgroup (Optional)

Image


B0063: LI Position Summary
Query
Analyze
Display
Prompts
Search
Organizational Unit
Please select at least one value
LI Effective Year
Please select at least one value
LI Version (O-Original U-Updated) (Mandatory)
Please select at least one value
Cost Center(s) - (Optional)
(All values)
Fund(s) - Optional
(All values)
Application of Fund(s) - (Optional)
(All values)
Position(s) - (Optional)
(All values)
Exclude Position EE Subgroup (Optional) (1)
G1
0
Organizational Unit
Search
To see the content of the list, click the refresh values button.
Mandatory (3)
Reset All
Run
Cancel

Initial Layout

The report contains two sub-reports, and each report is located on a separate tab. Tabs are located at the bottom of the report.

- **B0063 LI Position Summary** tab - This tab is the default report displayed when the report is executed. It lists a summary of filled and vacant positions by funding information. This report breaks and totals on each business area within the organizational unit(s) selected. Below is a sample of the report, which shows the columns available on the base report:

Image



B0063: LI Position Summary

LI Effective Year: 2022

Business Area Desc	Business Area	Personnel Area	FM Area	Application of Fund	Fund
Office of the State Controller	11111	State Controller	State of North Carolina	333333	2222222

Continued...

Image

NCAS Account	NCFS Account	Position EE Subgroup	Funding Source	Position FTE
666666	99999999	FT N-FLSAOT TL	Receipts	1.0000
Business Area Desc - Office of the State Controller				**1.0000**
			Total	**1.0000**

Continued...

Image

Emp Prior Salary	Emp Salary Increase	Emp Current Salary	Prior Budgeted Salary	Budgeted Salary Increase	Current Budgeted Salary
0.00	0.00	0.00	85,000.00	0.00	85,000.00
0.00	**0.00**	**0.00**	**85,000.00**	**0.00**	**85,000.00**
0.00	**0.00**	**0.00**	**85,000.00**	**0.00**	**85,000.00**

- **LI Vacant Position Summary** tab – This report tab can be accessed by clicking the LI Vacant Position Summary tab at the bottom of the report. It lists a summary of funding information for vacant positions only. This report breaks and totals on each business area within the organizational unit(s) selected. Below is a sample of the report, which shows the columns available on the base report:

Image

LI Vacant Position Summary

LI Effective Year: 2022

Business Area Desc	Business Area	Org Unit	Org Unit Desc	Position	Position Desc	Position EE Subgroup	Application of Fund	NCAS Account	NCFS Account
Office of the State Controller	1111	2222222	North Carolina Financial Systems	77777777	State Controller Financial Specialst I	FT N-FLSAOT TL	444444	33333	656555566

Continued...

Image

Date : 10/2/23

Order	Order Desc	Funding Source	Position FTE	Number Of Positions	Prior Budgeted Salary	Budgeted Salary Increase	Current Budgeted Salary	Job Min Pay	Job Max Pay
2222222222	333333333333	Receipts	1.0000	1.00	85,000.00	0.00	85,000.00	61,209.00	107,116.00
Business Area Desc - Office of the State Controller			**1.0000**	**1.00**	**85,000.00**	**0.00**	**85,000.00**		
		Total	**1.0000**	**1.00**	**85,000.00**	**0.00**	**85,000.00**		

Available Objects

This is a list of the available objects that can be added to the report, from the Document Dictionary once in the Design mode:

Dimensions

- Addl. Center Ref.
- Application of Fund
- Budget Funding Source (OSBM)
- Business area
- Calendar Year
- Cost Center
- Country Grouping
- DOT NCFS AMU
- EE LI Flag
- Employee
- Employee EE Group
- Employee EE SubGroup
- Employee Pay Area
- Employee Pay Group
- Employee Pay Level
- Employee Pay Type
- ES Grouping for CAP (0ESGFORCAP)
- FCTR Cat
- FCTR Ref
- FM area

- Fund
- Funding Source
- Job
- Job Pay Area
- Job Pay Group
- Job Pay Level
- Job Pay Type
- NCAS Account
- NCFS Account
- NCFS Agency
- NCFS Agency Program
- NCFS AMU
- NCFS Budget Code
- NCFS Budget Fund
- NCFS Funding Source
- NCFS Interfund
- NCFS Project
- NCFS User Define 1
- NCFS User Define 2
- NCFS User Define 3
- Order
- Organizational Unit
- Personnel Area
- POS LI Flag
- Position
- Position EE Group
- Position EE Subgroup

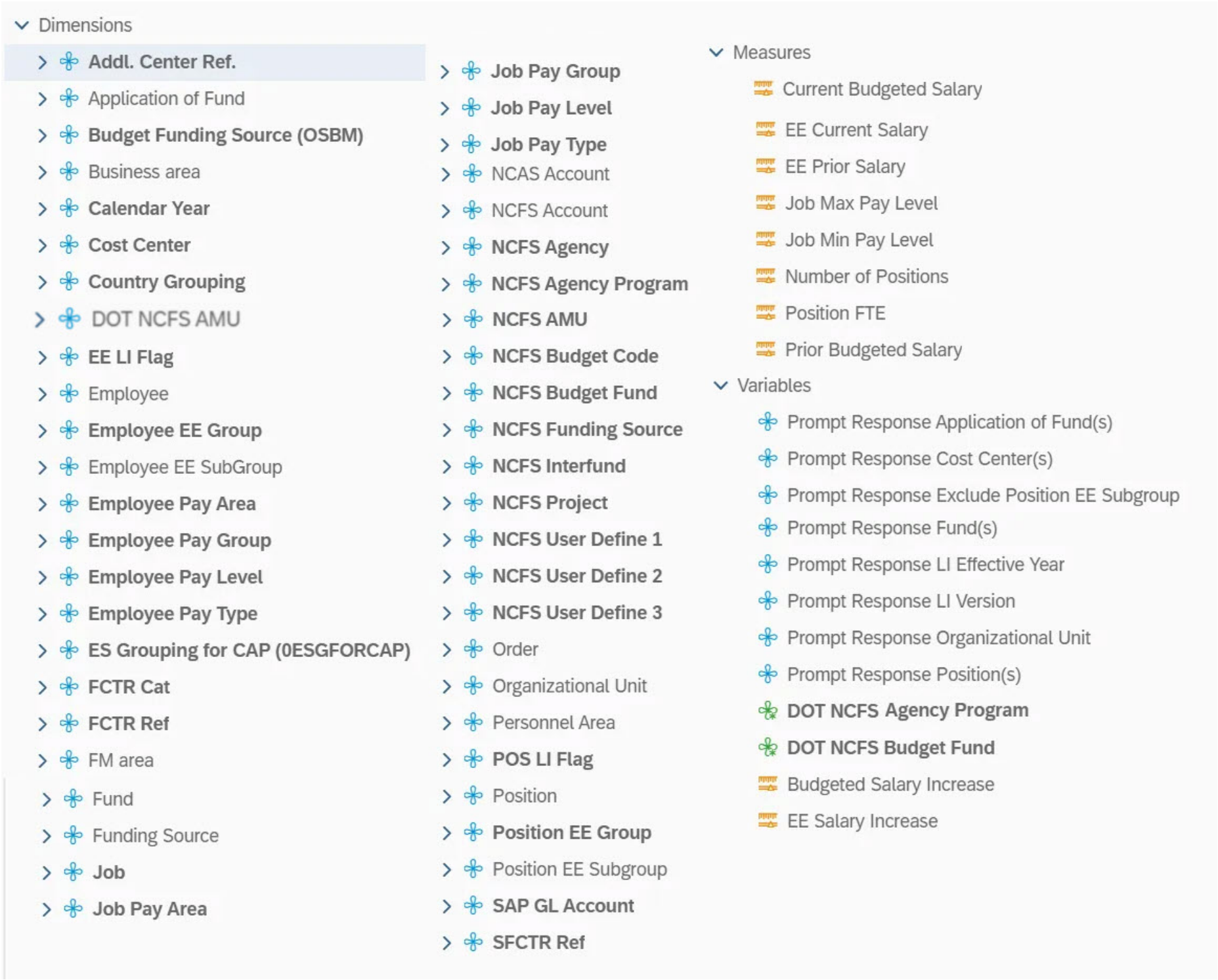
- SAP GL Account
- SFCTR Ref

Measures

- Current Budgeted Salary
- EE Current Salary
- EE Prior Salary
- Job Max Pay Level
- Job Min Pay Level
- Number of Positions
- Position FTE
- Prior Budgeted Salary

Variables

- Prompt Response Application of Fund(s)
- Prompt Response Cost Center(s)
- Prompt Response Exclude Position EE Subgroup
- Prompt Response Fund(s)
- Prompt Response LI Effective Year
- Prompt Response LI Version
- Prompt Response Organizational Unit
- Prompt Response Position(s)
- DOT NCFS Agency Program
- DOT NCFS Budget Fund
- Budgeted Salary Increase
- EE Salary Increase


Dimensions
Addl. Center Ref.
Application of Fund
Budget Funding Source (OSBM)
Business area
Calendar Year
Cost Center
Country Grouping
DOT NCFS AMU
EE LI Flag
Employee
Employee EE Group
Employee EE SubGroup
Employee Pay Area
Employee Pay Group
Employee Pay Level
Employee Pay Type
ES Grouping for CAP (0ESGFORCAP)
FCTR Cat
FCTR Ref
FM area
Fund
Funding Source
Job
Job Pay Area
Job Pay Group
Job Pay Level
Job Pay Type
NCAS Account
NCFS Account
NCFS Agency
NCFS Agency Program
NCFS AMU
NCFS Budget Code
NCFS Budget Fund
NCFS Funding Source
NCFS Interfund
NCFS Project
NCFS User Define 1
NCFS User Define 2
NCFS User Define 3
Order
Organizational Unit
Personnel Area
POS LI Flag
Position
Position EE Group
Position EE Subgroup
SAP GL Account
SFCTR Ref
Measures
Current Budgeted Salary
EE Current Salary
EE Prior Salary
Job Max Pay Level
Job Min Pay Level
Number of Positions
Position FTE
Prior Budgeted Salary
Variables
Prompt Response Application of Fund(s)
Prompt Response Cost Center(s)
Prompt Response Exclude Position EE Subgroup
Prompt Response Fund(s)
Prompt Response LI Effective Year
Prompt Response LI Version
Prompt Response Organizational Unit
Prompt Response Position(s)
DOT NCFS Agency Program
DOT NCFS Budget Fund
Budgeted Salary Increase
EE Salary Increase

Special Report Considerations/Features

- No history is retained for the (U) updated version of the LI report for previous years. The updated version always relates to the most current LI year.
- Historical (O) original versions are available for all years since the inception of the Integrated HR-Payroll System.
- NCFS Accounting Segments - are available for reporting in this report as drag and drop from Available Objects.
    - NCFS accounting segments here are specific to an NCFS internal order in SAP HR/Payroll ERP system. Transactions with no NCFS internal orders will not display values for the NCFS segments in the BI BOBJ report.
        - NCFS Agency, NCFS Agency Program, NCFS AMU, NCFS Budget Code, NCFS Budget Fund, NCFS Funding Source, NCFS Interfund, NCFS Project, NCFS User Define 1, NCFS User Define 2, NCFS User Define 3
    - Agencies (like NCDOT, DES or DWS) that do not use NCFS Internal Orders will not see the values for the above NCFS segments in reports.
    - NCFS Account and Budget Funding Source (OSBM) are available for reporting. Values are corresponding crosswalk to SAP GL Account and Funding Source in SAP HR Payroll system.
    - Financial Key is representative of internal order from NCFS and old NCAS systems.
    - DOT specific NCFS objects viz **DOT NCFS Agency Program, DOT NCFS AMU and DOT NCFS Budget Fund** are added to the report as needed for **NC HB199**. Source of these new objects are maintained in crosswalk tables in the ERP HR Payroll system.

First Published

Sun, 04/26/2020

Last Updated

Mon, 08/17/2026

Printable PDF