B0072 Severance Pay Calculations

Purpose

The purpose of this Report Description is to explain how to generate a severance pay calculations report in the Integrated HR-Payroll System.

Report Description

This report displays severance pay calculations for employees by Personnel Area and Organizational Unit. Amounts for current active employees' severance are based on projected age and length of service calculated from the RIF Date input on the prompt screen.

Report Location

PA: RIF Planning

Report Uses

Agencies can generate this report to project costs for RIF planning.

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
- RIF Date (Single Value, Mandatory)

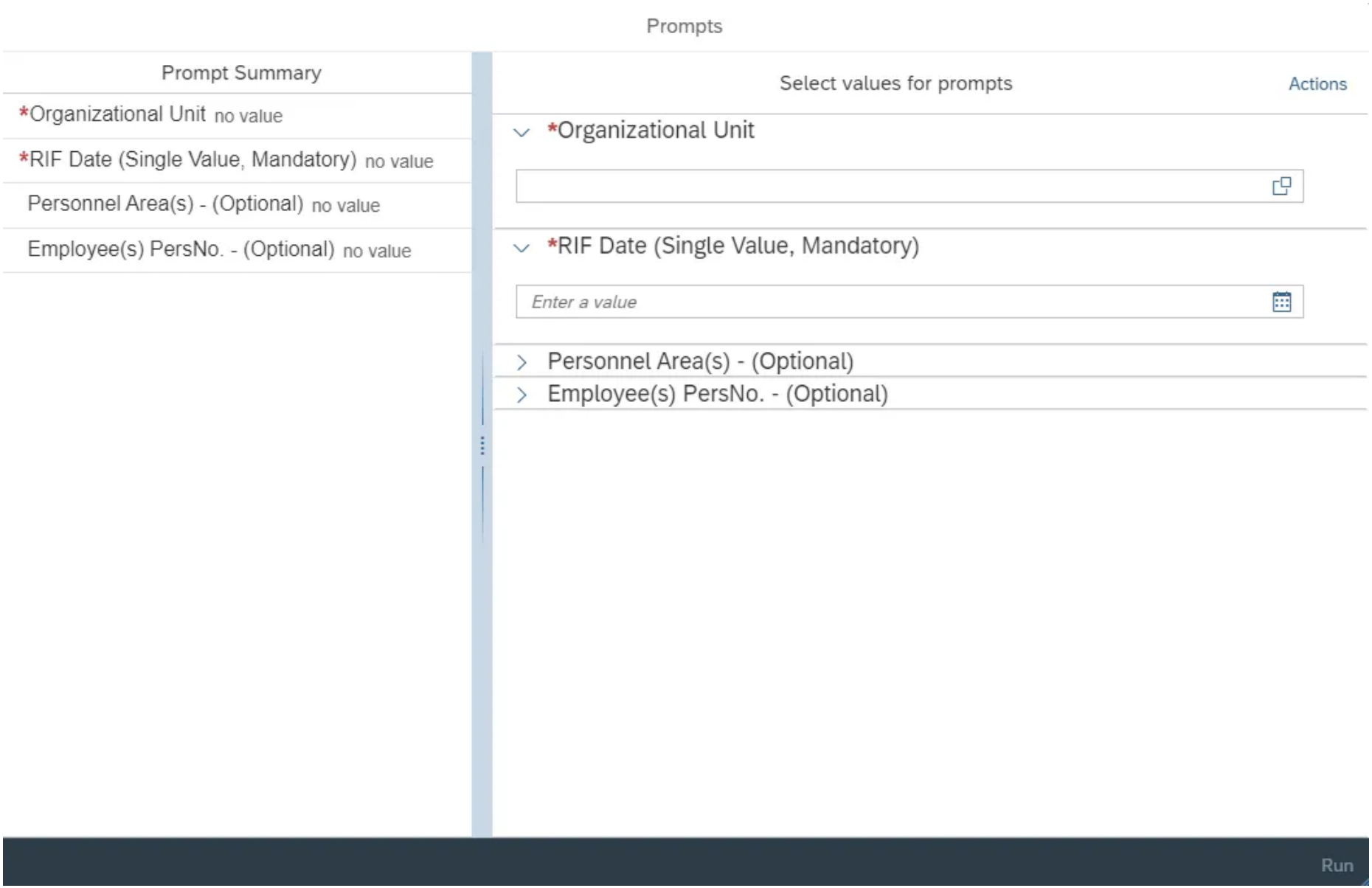
The date entered always must be the 1st of month or the report will not bring back any results and will return to the prompt screen.

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:

- Personnel Area(s) – (Optional)
- Employee(s) PersNo. – (Optional)

Image



Initial Layout

The report lists the Severance calculations for employees based on the prompt criteria entered. Below is a sample rendering.

Image

State of North Carolina

B0072: Severance Pay Calculations

for RIF Date 5/1/20

* Service factor amount replaced Age factor amount.

Employee's Name	Employee	Position	Position Desc	Teacher?	Employee Salary	Projected Length of Service (yrs)	Projected Length of Service (mths)	Service Factor
Administration								
00000001 Creative Services I								
DOE, JOHN	12345678	55555555	Basket Weaver	N	25,000.00	1.33	16	10,880.00
00000002 Creative Services II								
DOE, JANE	12345679	33333333	Doll Repair	N	15,100.00	20.67	248	11,614.00
			Personnel Area - Administration		35,100.00			**22,494.00**
				Total	35,100.00			**22,494.00**

Continued...

Image



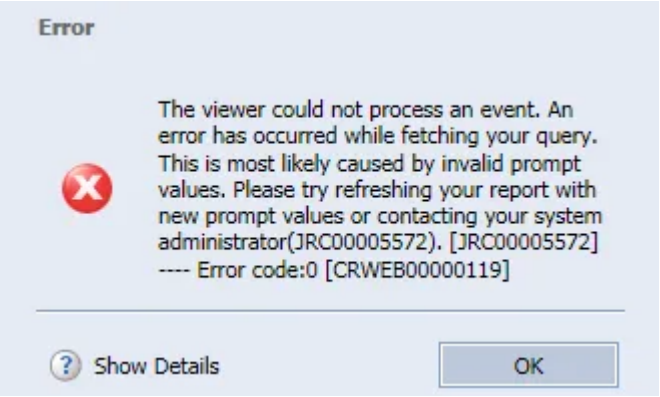
Execution Date: 9/2/20

Projected Age	Age Factor	Total Severance Pay	Number of Months to Distribute	Severance Pay Per Month	Age Factor > Service Factor?
67	10,880.00	21,760.00	1	21,760.00	Yes*
64	11,614.00	23,228.00	4	5,807.00	Yes*
	22,494.00	**44,988.00**		**27,567.00**	
	22,494.00	**44,988.00**		**27,567.00**	

Special Report Considerations/Feature

- Only active employees are selected.
- Temporary employees are excluded.
- The RIF date for the prompt selection must be based on 1st of month. If something else is entered, the following error will display, and you must close the report and re-execute from the original report folder.

Image



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