B0086 Supplemental Staff Estimated Assignment End Date

Purpose

The purpose of this Report Description is to provide a list of supplemental staff and their estimated assignment date as of the current month.

Report Description

This report shows a list of Supplemental Staff within the Org Unit and their Estimated Assignment Date as of current month.

Report Location

PA: TEMPORARY EMPLOYEES

Report Uses

- This report is used to provide a list of Supplemental Staff within the Org Unit and their Estimated Assignment Date as of current month.
- This report is used to monitor Supplemental Staff assignment maximum end date.
- This report provides a list of Supplemental Staff with estimated assignment end date not to exceed 11 months.

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:

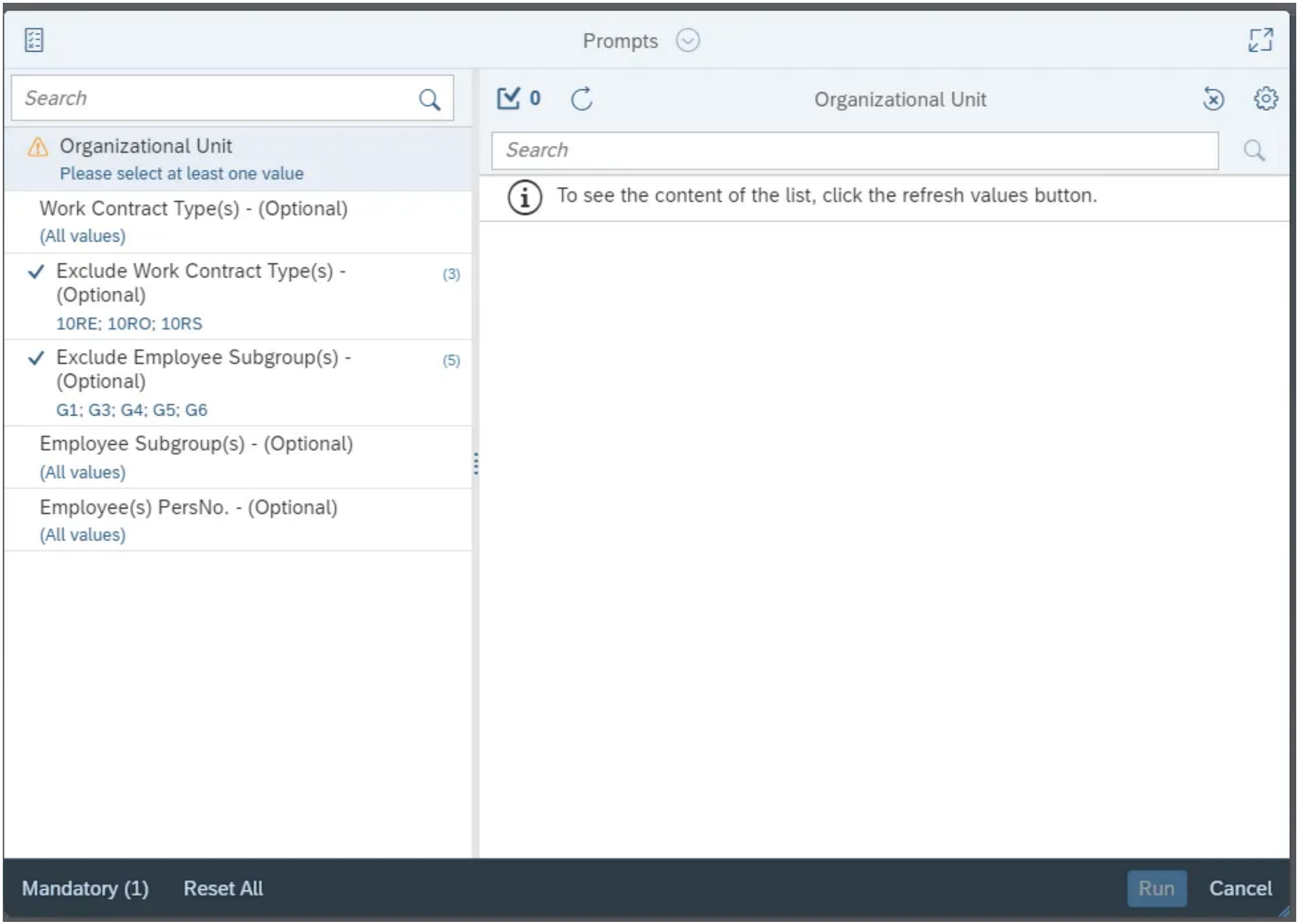
- Organizational Unit

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:

- Work Contract Types(s)
- Exclude Work Contract Type(s)
- Exclude Employee Subgroup(s)
- Employee Subgroup(s)
- Employee(s) PersNo.

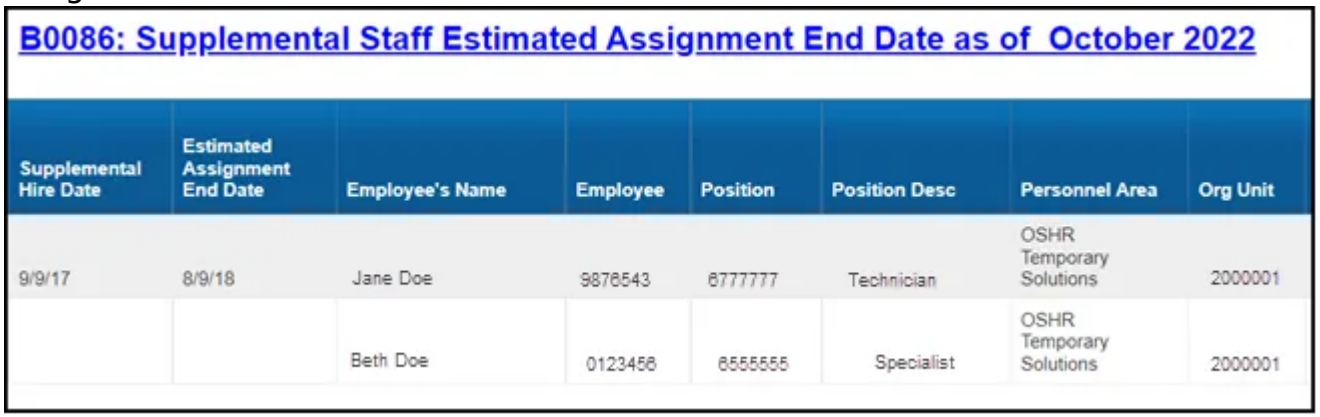
Image


Prompts
Search
Organizational Unit
Please select at least one value
Work Contract Type(s) - (Optional)
(All values)
Exclude Work Contract Type(s) - (Optional)
(3)
10RE; 10RO; 10RS
Exclude Employee Subgroup(s) - (Optional)
(5)
G1; G3; G4; G5; G6
Employee Subgroup(s) - (Optional)
(All values)
Employee(s) PersNo. - (Optional)
(All values)
0
Organizational Unit
Search
To see the content of the list, click the refresh values button.
Mandatory (1)
Reset All
Run
Cancel

Initial Layout

Below is a sample of the initial layout rendered.

Image



B0086: Supplemental Staff Estimated Assignment End Date as of October 2022

Supplemental Hire Date	Estimated Assignment End Date	Employee's Name	Employee	Position	Position Desc	Personnel Area	Org Unit
9/9/17	8/9/18	Jane Doe	9876543	6777777	Technician	OSHR Temporary Solutions	2000001
		Beth Doe	0123456	6555555	Specialist	OSHR Temporary Solutions	2000001

Continued...

Image



Execution Date: 10/13/22

Org Unit Desc	Work Contract Type	Hourly Amount	Supplemental Staff 11 Month Limit Required	Supplemental Staff 11 Month Limit Required Desc
2000001		1.00	6	No – Board or Commission
2000001	ACAFT30+HR SWK	0.00	0	Yes

Note: Report layout has a hidden variable column called ‘Supplement Staff’ with a default filter value = ‘Y’ to differentiate the Employee Subgroups relevant to Judicial (J) and Supplement Staff (O, X) Employee Groups. Removing this hidden column or value of the filter will result in incorrect values in the report.

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

- Age Range
- Cal Mth/Yr
- Emp Pay Area
- Emp Pay Group
- Emp Pay Level
- Emp Pay Type
- Employee
- Employee Group
- Employee Subgroup
- Employee’s Name
- Employment Status
- Ethnic Origin
- Gender
- Job
- Job Branch
- Job Family

- Notification Date
- Organizational Unit
- Personnel Area
- Personnel Subarea
- Position
- Position Chief
- Supplemental Staff 11 Month Limit Required
- Supv Employee
- Supv Position
- Work Contract

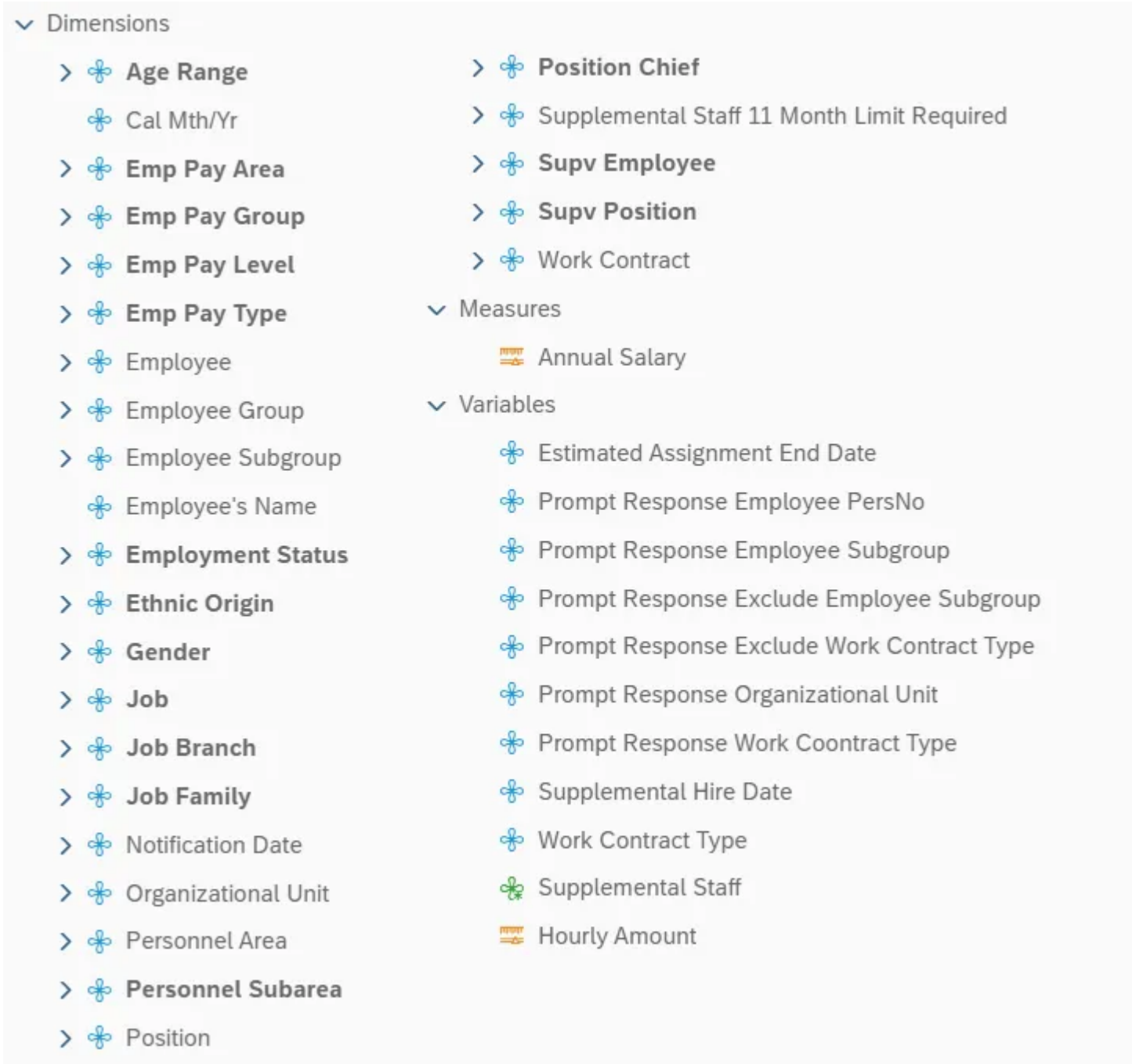
Measures

- Annual Salary

Variables

- Estimated Assignment End Date
- Prompt Response Employee PersNo
- Prompt Response Employee Subgroup
- Prompt Response Exclude Employee Subgroup
- Prompt Response Exclude Work Contract Type
- Prompt Response Organizational Unit
- Prompt Response Work Contract Type
- Supplemental Hire Date
- Work Contract Type
- Supplemental Staff
- Hourly Amount

Image


Dimensions
Age Range
Cal Mth/Yr
Emp Pay Area
Emp Pay Group
Emp Pay Level
Emp Pay Type
Employee
Employee Group
Employee Subgroup
Employee's Name
Employment Status
Ethnic Origin
Gender
Job
Job Branch
Job Family
Notification Date
Organizational Unit
Personnel Area
Personnel Subarea
Position
Position Chief
Supplemental Staff 11 Month Limit Required
Supv Employee
Supv Position
Work Contract
Measures
Annual Salary
Variables
Estimated Assignment End Date
Prompt Response Employee PersNo
Prompt Response Employee Subgroup
Prompt Response Exclude Employee Subgroup
Prompt Response Exclude Work Contract Type
Prompt Response Organizational Unit
Prompt Response Work Coontract Type
Supplemental Hire Date
Work Contract Type
Supplemental Staff
Hourly Amount

Special Report Considerations/Features

- Sort on Estimated Assignment End Date is the only sorting done in the default layout of the report.
- Report runs only for active employees of current month.
- Estimated Assignment End date is calculated as 11 months for Work Contract Types A1 and A2; six months for Seasonal A3 and no calculation for retirees.
- Report includes only the Supplemental Staff (temps) from the following list:
  - Employee Groups:
    O – Supplemental Staff; X – Supplemental Staff Grant
  - Employee Subgroups:
    G1; G3; G4; G5; G6; G7; G8; GA; GB; GC; GD; GE; GF; A6; B6; WF; Y6; A7; B7; WG; Y7; Y8; Y9
    J – Judicial Branch
  - Employee Subgroups:
    0E; 15; 1E; 25; 2E; 35; 3E; 45; 4E; 55; 5E; 65; 6E; 75; 7E; 85; 8E; 95; 9E; Q5; QE; S5; SE; SI; SL; SO; SR; T5; TE; U5; UE; V5; VE

Employee Subgroups:

0E PT S-FLSAOT Temp MAG
15 FT N-FLSAOT Temp Dir
1E PT N-FLSAOT Temp Dir
25 FT N-FLSAOT Temp JB1
2E PT N-FLSAOT Temp JB1
35 FT N-FLSAOT Temp JB2
3E PT N-FLSAOT Temp JB2
45 FT N-FLSAOT Temp JB3

4E PT N-FLSAOT Temp JB3
55 FT N-FLSAOT Temp DA
5E PT N-FLSAOT Temp DA
65 FT N-FLSAOT Temp ADA
6E PT N-FLSAOT Temp ADA
75 FT N-FLSAOT Temp MAG
7E PT N-FLSAOT Temp MAG
85 FT S-FLSAOT Temp CR
8E PT S-FLSAOT Temp CR
95 FT N-FLSAOT Temp CSC
9E PT N-FLSAOT Temp CSC
Q5 FT N-FLSAOT Temp SC
QE PT N-FLSAOT Temp SC
S5 FT N-FLSAOT Temp CJP
SE PT N-FLSAOT Temp CJP
SI FT N-FLSAOT Temp ACJP
SL PT N-FLSAOT Temp ACJP
SO FT S-FLSAOT Temp ACJP
SR PT S-FLSAOT Temp ACJP
T5 FT N-FLSAOT Temp AD
TE PT N-FLSAOT Temp AD
U5 FT N-FLSAOT Temp JBS
UE PT N-FLSAOT Temp JBS
V5 FT S-FLSAOT Temp JBS
VE PT S-FLSAOT Temp JBS
A6 FT N-FLSAOT Student
A7 FT N-FLSAOT Intermit

B6 FT S-FLSAOT Student
B7 FT S-FLSAOT Intermit
G7 Temp FT N-FLSAOT
G8 Temp FT S-FLSAOT
GA Temp PT N-FLSAOT
GB Temp PT S-FLSAOT
GC Temp Sol FT N-FLSAOT
GC Temp Sol FT N-FLSAOT
GD Temp Sol FT S-FLSAOT
GE Temp Sol PT N-FLSAOT
GF Temp Sol PT S-FLSAOT
WF PT N-FLSAOT Student
WG PT N-FLSAOT Intermit
Y6 PT S-FLSAOT Student
Y7 PT S-FLSAOT Intermit
G1 Contractor Soft Exclude
G3 Volunteer Soft Exclude
G4 Board Member Soft Exclude
G5 National Guard Soft Exclude
G6 Federal Soft Exclude

Soft Exclude – Through exclusion prompt with default values in the prompt ‘Employee Subgroup(s) Optional’.

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