B0145 Positions by Statutory Exemption Type

Purpose

The purpose of this report description is to explain how to generate the Positions by Statutory Exemption Type.

Report Description

The B0145 Positions by Statutory Exemption Type report displays Statutory Exempt Type positions with Employee details and Employee salary amount.

Report Location

OM: Position Data

Report Uses

- This report can be used to view a list of positions with statutory exemptions by type along with employee details for specified organizational unit(s).
- It can be used for organizational management, budget and funding planning for statutory exempt positions within organizational units.

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
- Calendar Month/Year (Single Value, Mandatory)

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:

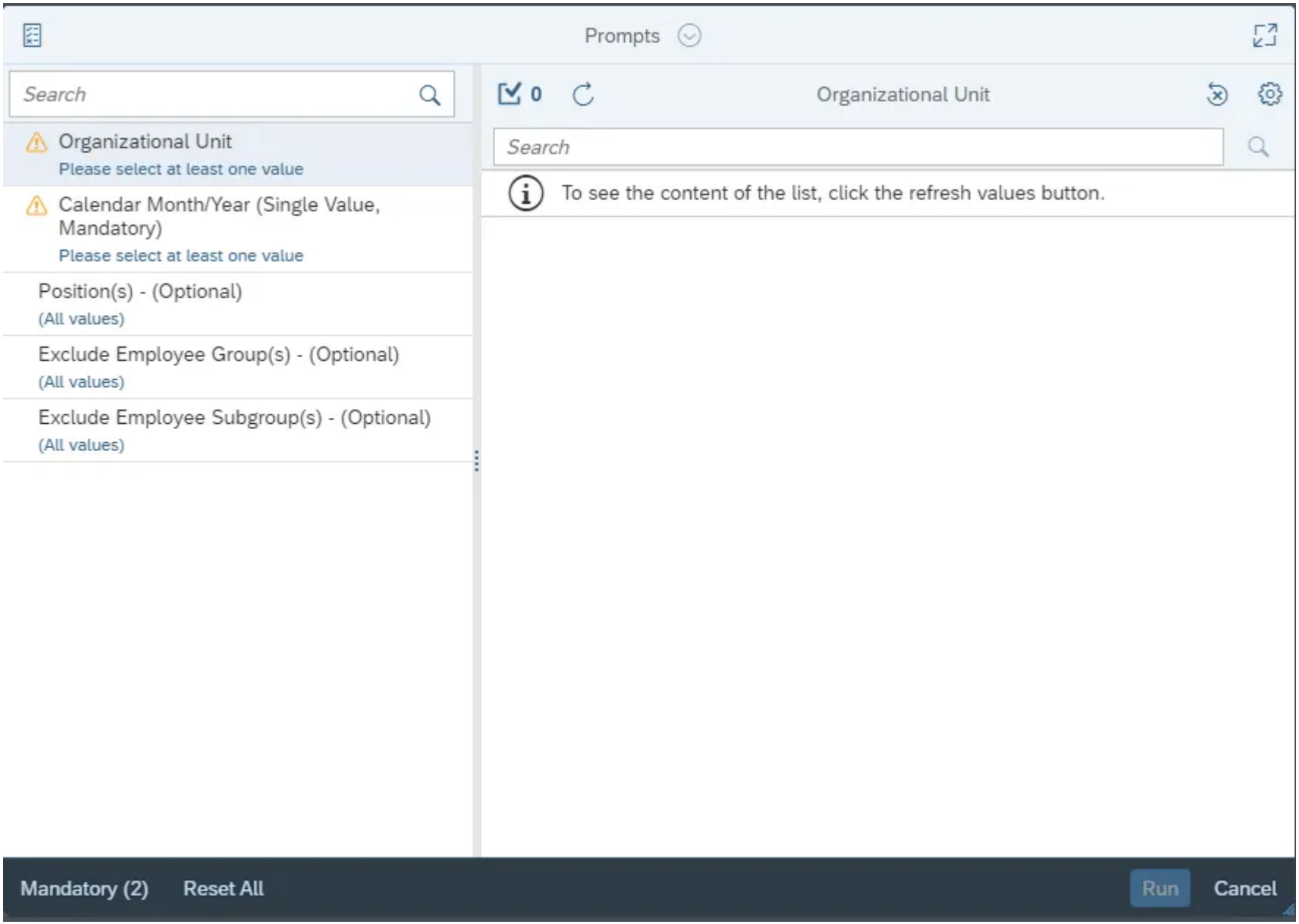
- Position(s) – (Optional)

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 Employee Group(s) – (Optional)
- Exclude Employee Subgroup(s) – (Optional)

Image

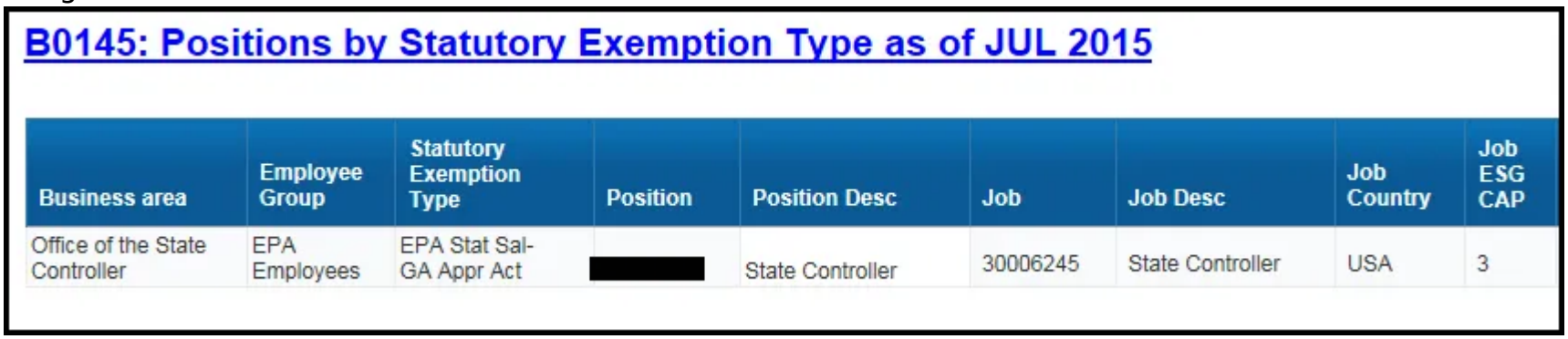


Initial Layout

This is a sample row from the report, which shows the columns available on the base report.

Note**:** The two fields Employee Group and Employee Subgroup displayed in the report are based on the Position.

Image



B0145: Positions by Statutory Exemption Type as of JUL 2015

Business area	Employee Group	Statutory Exemption Type	Position	Position Desc	Job	Job Desc	Job Country	Job ESG CAP
Office of the State Controller	EPA Employees	EPA Stat Sal-GA Appr Act	[redacted]	State Controller	30006245	State Controller	USA	3

Continued...

Image



Execution Date: 8/4/15

Job Pay Type	Job Pay Area	Job Pay Group	Job Pay Level	Employee	Employee's Name	Position FTE	Budgeted Amount	Emp Salary	Fund %
Flat Rate	Flat Rate	FLATRATE	FR	[redacted]	[redacted]	1.000	[redacted]	[redacted]	100.00

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
- Business area
- Cal Mth/Yr
- Cost Center
- Country
- Emergency Position
- Emp Pers Subarea
- Employee
- Employee Group
- Employee Subgroup
- Employee’s Name
- Essential Position
- Funding Source
- Job
- Job Branch
- Job Country
- Job ESG CAP
- Job Family
- Job Pay Area
- Job Pay Group
- Job Pay Level
- Job Pay Type
- Key Position
- Org Unit
- PMIS 15-Digit Positi

- Pos City
- Pos Country
- Pos County
- Pos ESG CAP
- Pos Pay Area
- Pos Pay Group
- Pos Pay Level
- Pos Pay Type
- Pos Personnel Area
- Pos Personnel Subarea
- Position
- Position Chief
- SOC Code
- State
- Statutory Exemption Type
- Supervising Position
- Valid From
- Valid To

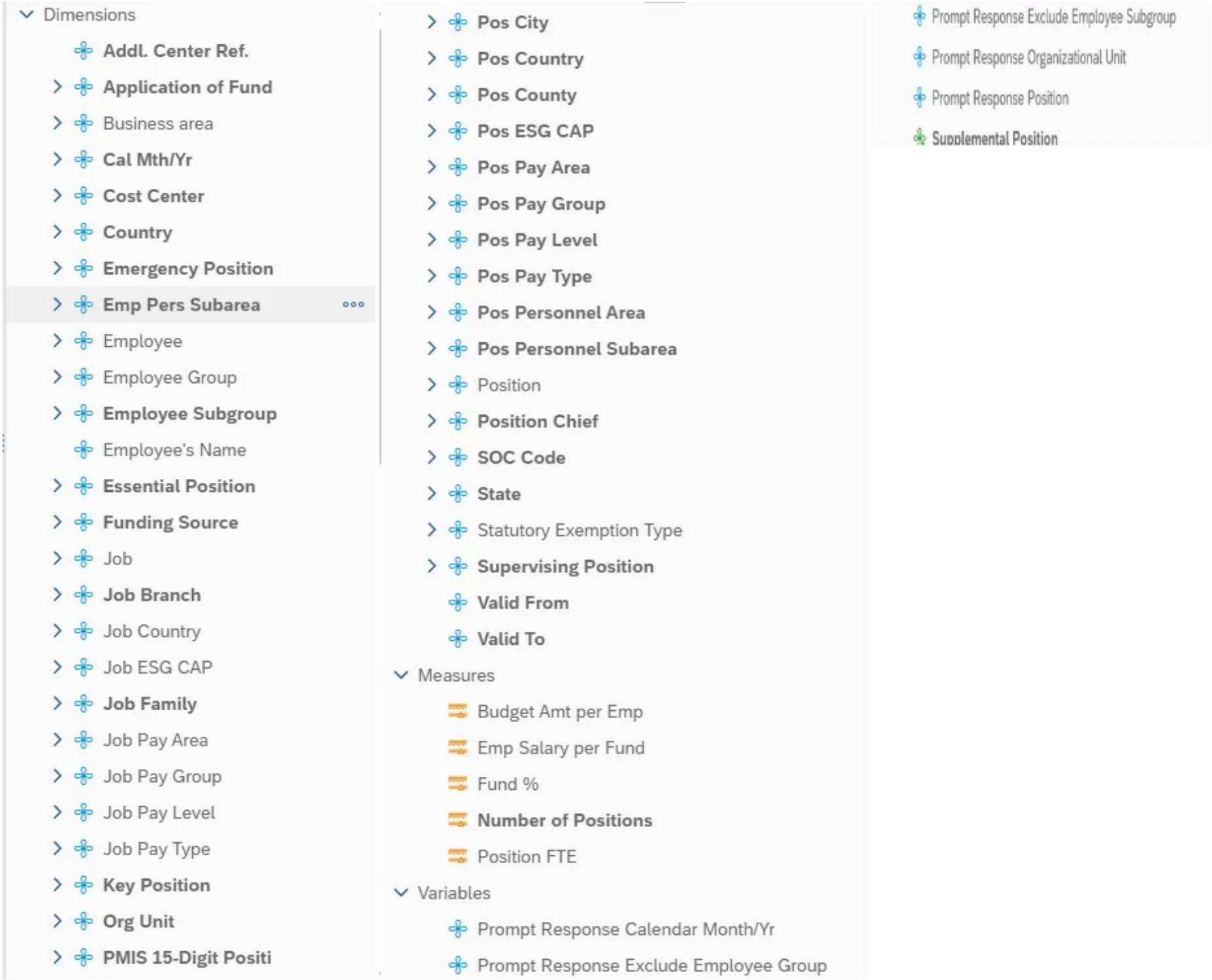
Measures

- Budget Amt per Emp
- Emp Salary per Fund
- Fund %
- Number of Positions
- Position FTE

Variables

- Prompt Response Calendar Month/Yr
- Prompt Response Exclude Employee Group
- Prompt Response Exclude Employee Subgroup
- Prompt Response Organizational Unit
- Prompt Response Position
- Supplemental Position

Image


Dimensions
Addl. Center Ref.
Application of Fund
Business area
Cal Mth/Yr
Cost Center
Country
Emergency Position
Emp Pers Subarea
Employee
Employee Group
Employee Subgroup
Employee's Name
Essential Position
Funding Source
Job
Job Branch
Job Country
Job ESG CAP
Job Family
Job Pay Area
Job Pay Group
Job Pay Level
Job Pay Type
Key Position
Org Unit
PMIS 15-Digit Positi
Pos City
Pos Country
Pos County
Pos ESG CAP
Pos Pay Area
Pos Pay Group
Pos Pay Level
Pos Pay Type
Pos Personnel Area
Pos Personnel Subarea
Position
Position Chief
SOC Code
State
Statutory Exemption Type
Supervising Position
Valid From
Valid To
Measures
Budget Amt per Emp
Emp Salary per Fund
Fund %
Number of Positions
Position FTE
Variables
Prompt Response Calendar Month/Yr
Prompt Response Exclude Employee Group
Prompt Response Exclude Employee Subgroup
Prompt Response Organizational Unit
Prompt Response Position
Supplemental Position

Special Report Considerations/Features

- Position Personnel area was added to this report on August 17, 2017, and began being populated at that time. If the report is run for a date prior to August 2017, then the position personnel area will not be populated, and will display as “#” or as “not assigned”.
- Temporary employees or Supplemental Staff (O, X) are included in this report by default.
    - The Exclude Employee Group and Exclude Employee Subgroup exclusion prompts can be used to exclude the Supplemental Staffs.
    - The ‘Supplemental Position’ variable in the Available Objects can be used to filter out the Supplemental Staff after dragging this variable into the report and refresh.
- Contractors (G1) are included in this report by default as they are a subgroup of Supplemental Staff (O, X).
    - The Exclude Employee Group and Exclude Employee Subgroup exclusion prompts can be used to exclude the Contractors (G1).

How to Exclude Supplemental Staff Positions?

- **Using Exclusion Prompt**

As described earlier in the Exclusion prompt section of this document, enter the Exclude Employee Groups prompt and Exclude Employee Subgroup prompt by selecting appropriate Supplemental Staff position Employee Groups and Employee Subgroups, and run the report.

- **Employee Group – Supplemental Staff**
    - Supplemental Staff
    - X Supmental Staf Grant

Employee Subgroup - Supplemental Staff

15 FT N-FLSAOT Temp Dir
25 FT N-FLSAOT Temp JB1
35 FT N-FLSAOT Temp JB2
45 FT N-FLSAOT Temp JB3
55 FT N-FLSAOT Temp DA
65 FT N-FLSAOT Temp ADA
75 FT N-FLSAOT Temp MAG
85 FT N-FLSAOT Temp CR
95 FT N-FLSAOT Temp CSC
0E PT S-FLSAOT Temp MAG
1E PT N-FLSAOT Temp Dir
2E PT N-FLSAOT Temp JB1
3E PT N-FLSAOT Temp JB2
4E PT N-FLSAOT Temp JB3
5E PT N-FLSAOT Temp DA
6E PT N-FLSAOT Temp ADA
7E PT N-FLSAOT Temp MAG
Q5 FT N-FLSAOT Temp SC
S5 FT N-FLSAOT Temp CJP
SI FT N-FLSAOT Temp ACJP
SO FT S-FLSAOT Temp ACJP
T5 FT N-FLSAOT Temp AD
U5 FT N-FLSAOT Temp JBS
8E PT N-FLSAOT Temp CR

9E	PT N-FLSAOT Temp SC
QE	PT N-FLSAOT Temp JBS
SE	PT N-FLSAOT Temp CJP
SL	PT S-NLSAOT Temp ACJP
SR	PT S-FLSAOT Temp ACJP
TE	PT N-FLSAOT Temp AD
UE	PT N-FLSAOT Temp JBS
VE	PT S-FLSAOT Temp JBS
V5	FT S-FLSAOT Temp JBS

Note**:** (You can also cut and paste this list in the prompt where it says, ‘Type values here’ and press ‘>’ right arrow).

Using ‘Supplemental Position’ Variable

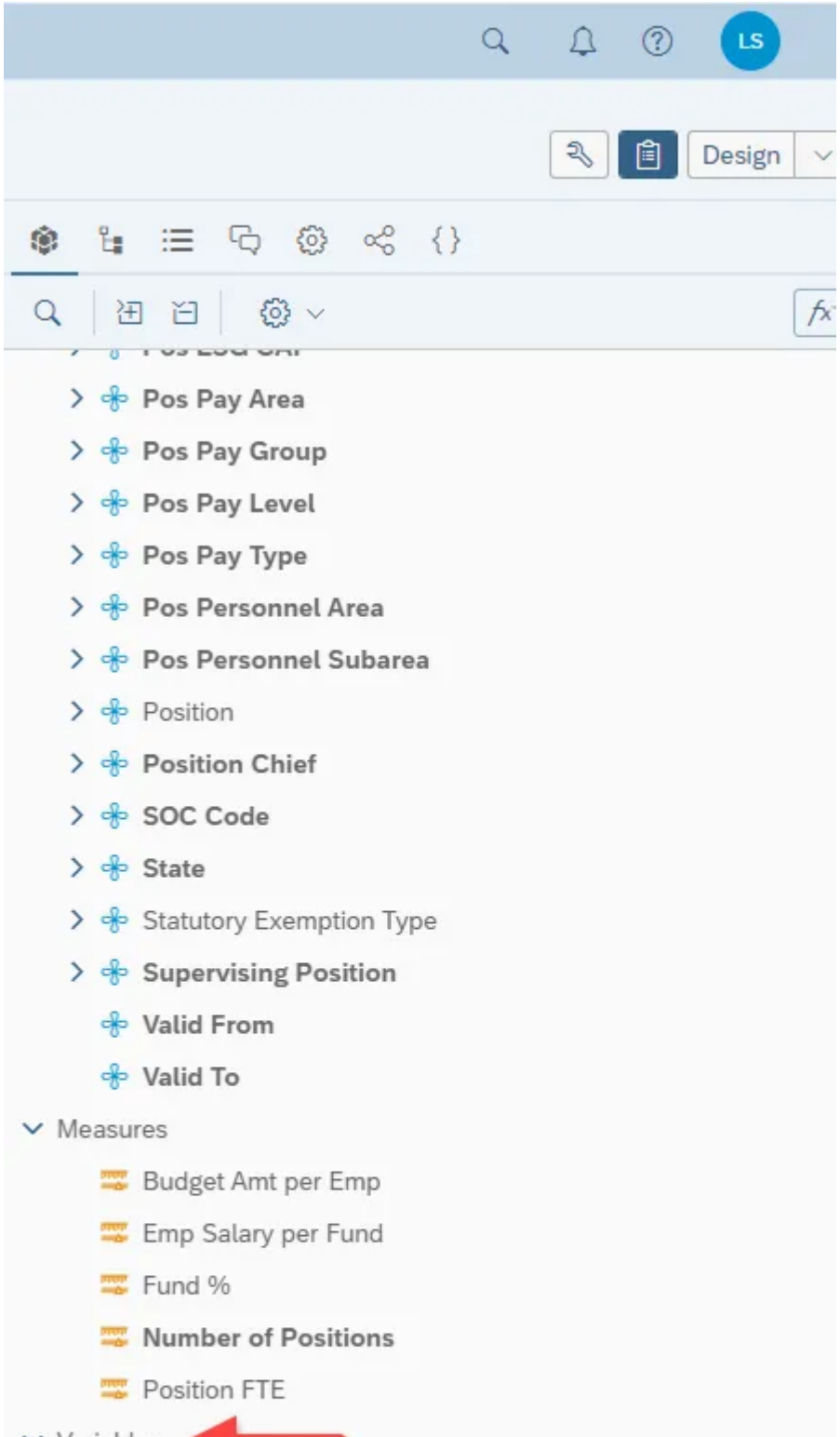
- When you run the report without entering the Exclusion prompt values, the report will show the Supplemental Staff positions (if any) in the report for the given Organizational Unit and Calendar Month prompts.

Image

Org Unit	Org Unit Desc	Employee Group	Employee Subgroup	Position	Position Desc	Supervising Position
20000015	OSHR Director's Office	SPA Employees	FT S-FLSAOT Perm	60013803	Executive Assistant	Personnel Director
20000112	OSHR DO-OPS & BEN TEMP SOL Temp Workforc	Supplemental Staff	Temp Sol FT N-FLSAOT	60092339	PH Program Consultant II	Accounting Technician
[illegible]	OSHR DO-OPS & BEN TEMP SOL Temp Workforc	Supplemental Staff	Temp Sol FT [illegible]	[illegible]92393	Business Officer [illegible]	Accounting Technician

- To get positions other than Supplemental Staff in the report, in Design mode you can set a filter with filter value as ‘No’ to the variable ‘Supplemental Position’. This variable is listed at the bottom in the Available Objects screen.

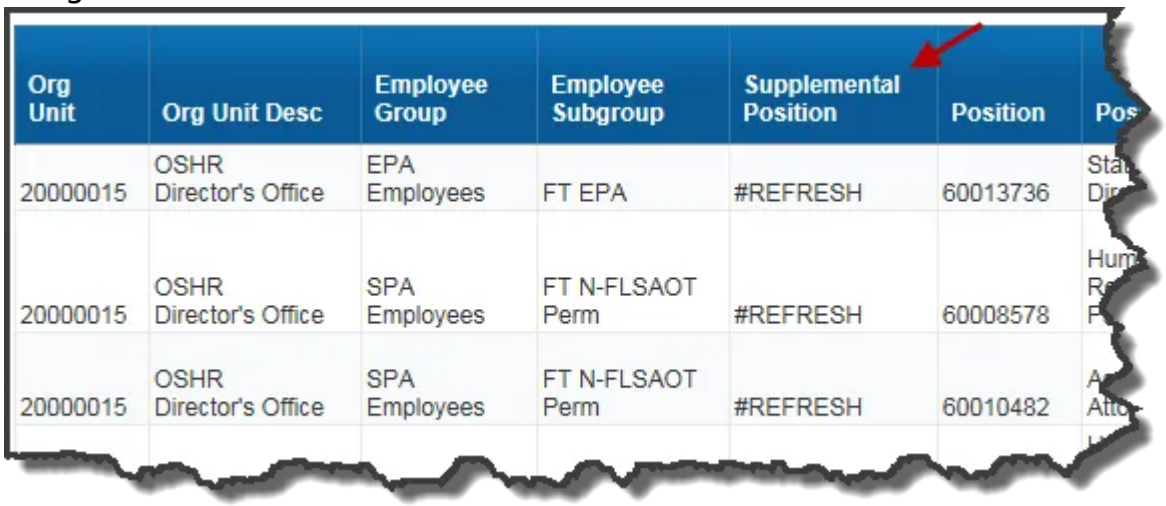
Image


LS
Design
Pos Pay Area
Pos Pay Group
Pos Pay Level
Pos Pay Type
Pos Personnel Area
Pos Personnel Subarea
Position
Position Chief
SOC Code
State
Statutory Exemption Type
Supervising Position
Valid From
Valid To
Measures
Budget Amt per Emp
Emp Salary per Fund
Fund %
Number of Positions
Position FTE

How To Set a Filter?

Add the Supplemental Position variable to the report in Design Mode.

Image



Org Unit	Org Unit Desc	Employee Group	Employee Subgroup	Supplemental Position	Position	Pos
20000015	OSHR Director's Office	EPA Employees	FT EPA	#REFRESH	60013736	Sta Di
20000015	OSHR Director's Office	SPA Employees	FT N-FLSAOT Perm	#REFRESH	60008578	Hum Re P
20000015	OSHR Director's Office	SPA Employees	FT N-FLSAOT Perm	#REFRESH	60010482	A Atto

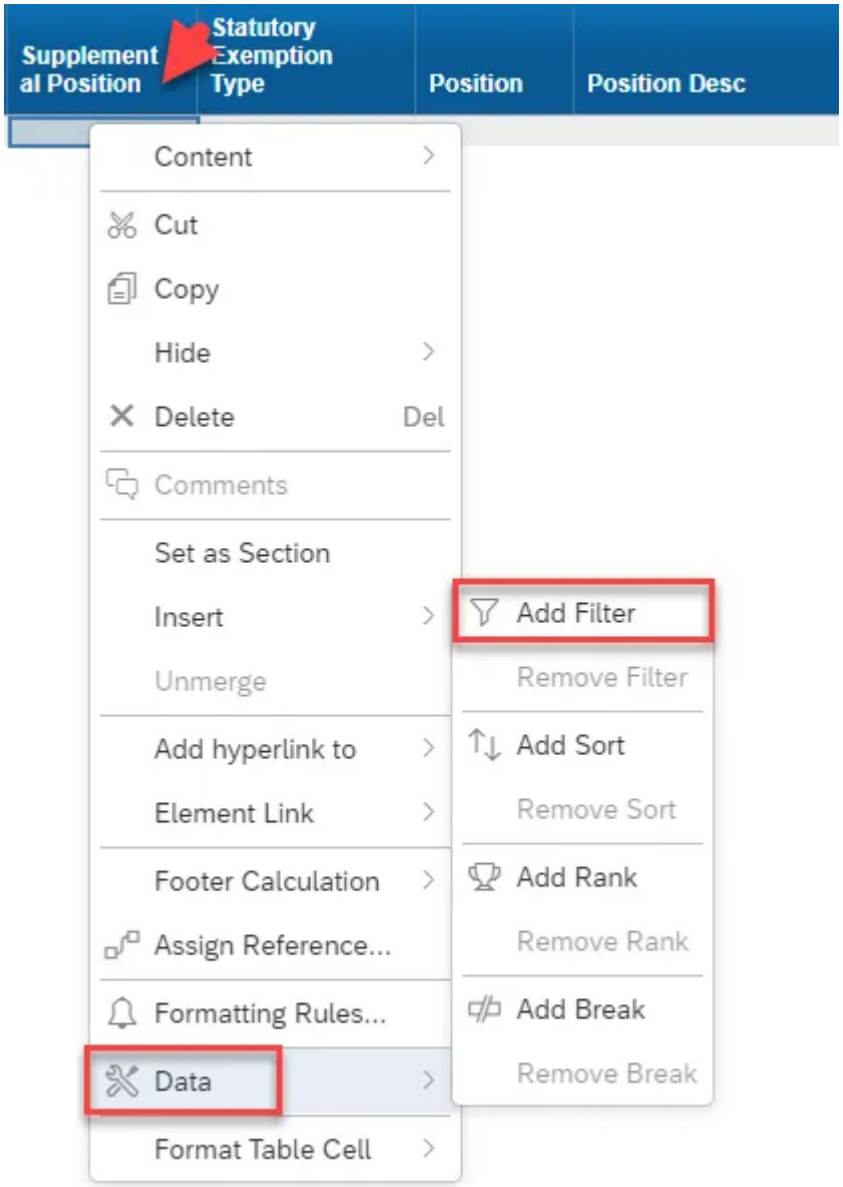
- Refresh the report when you see the #REFRESH in the Supplemental Position column.

Image

Org Unit	Org Unit Desc	Employee Group	Employee Subgroup	Supplemental Position	Position	Position Desc	
20000015	OSHR Director's Office	EPA Employees	FT EPA	No	60013736	State Personnel Director	
20000015	OSHR Director's Office	SPA Employees	FT N-FLSAOT Perm	No	60008578	Human Resources Partner	
20000015	OSHR Director's Office	SPA Employees	FT N-FLSAOT Perm	No	60010482	Assistant Attorney General	
20000015	OSHR Director's Office	SPA Employees	FT N-FLSAOT Perm	No	60013818	Human Resources Managing Partner	
20000015	OSHR Director's Office	SPA Employees	FT N-FLSAOT Perm	No	60013818	Human Resources Managing Partner	
20000015	OSHR Director's Office	SPA Employees	FT S-FLSAOT Perm	No	60013803	Executive Assistant	
20000112	OSHR DO-OPS & BEN TEMP SOL Temp Workforc	Supplement al Staff	Temp Sol FT N-FLSAOT	Yes	60092339	PH Program Consultant II	
	OSHR DO-OPS & BEN TEMP SOL Temp	Supplement	Temp Sol FT			Business Officer	

- Choose the ‘Add Filter’ by right click on Supplemental Position column and choose Data.

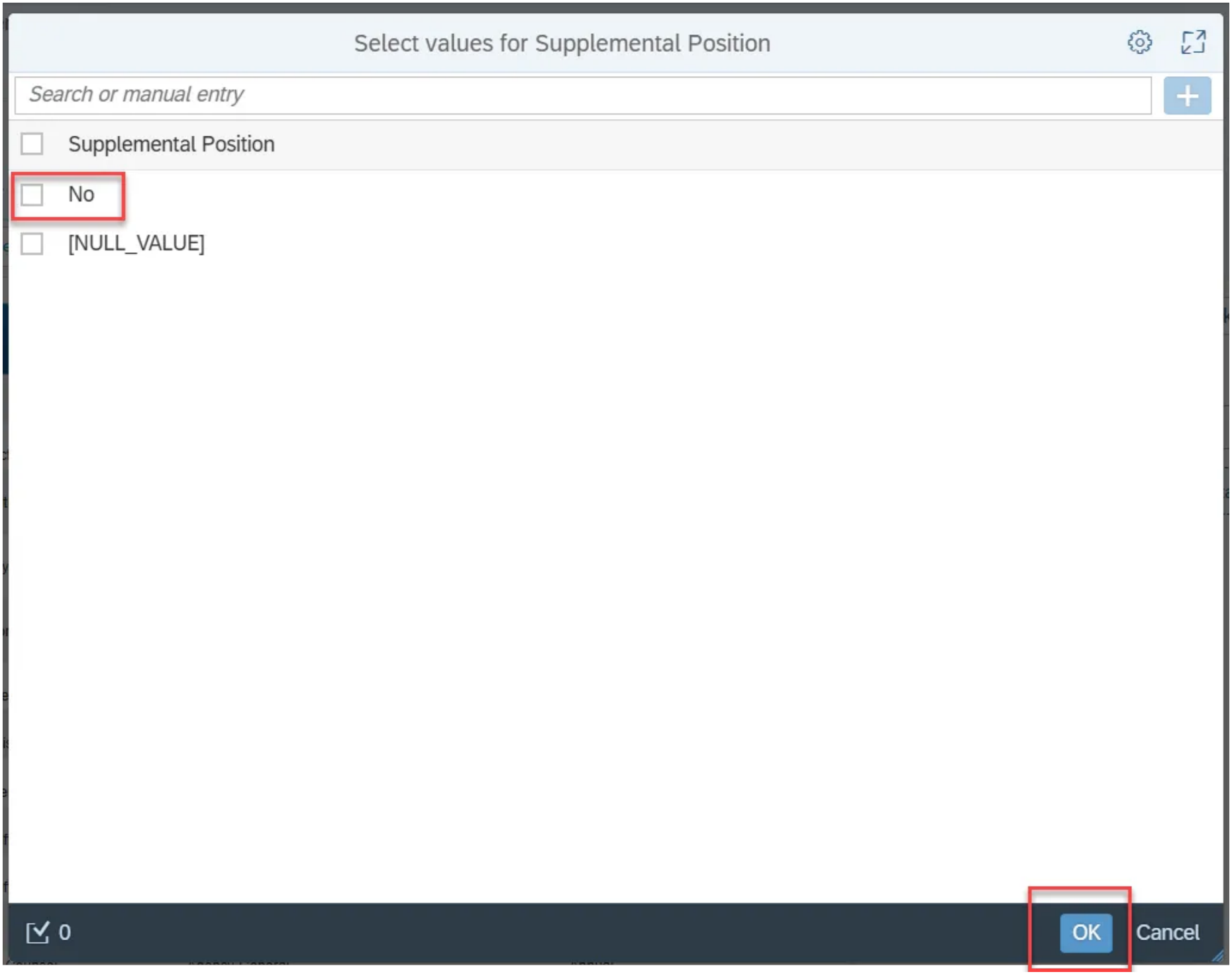
Image



- Inside the Filter Window:
  - Select 'No' in the Supplemental Position box.

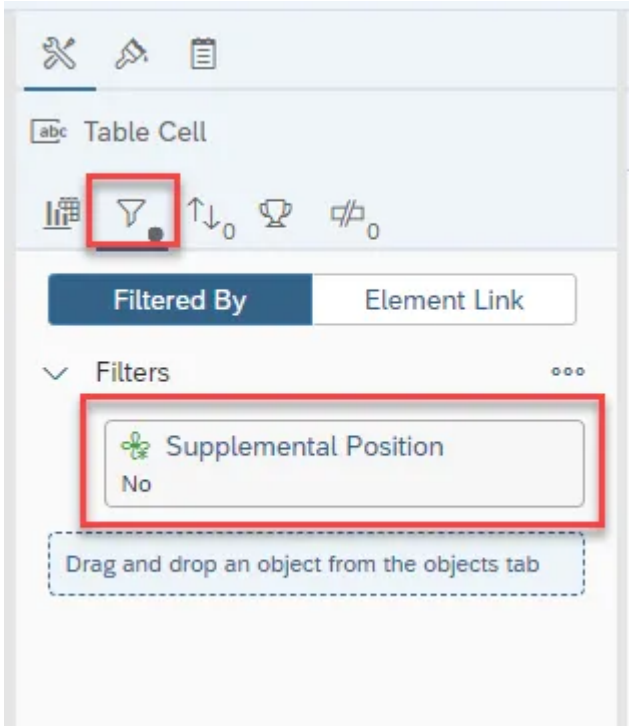
- Click OK.

Image


Select values for Supplemental Position
Search or manual entry
Supplemental Position
No
[NULL_VALUE]
0
OK
Cancel

- Now you will notice the Supplemental Staff Positions are excluded in the report because of this filter and the Table Cell to the right of the report indicates the filtering.

Image



First Published

Thu, 08/06/2015

Last Updated

Fri, 01/09/2026

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