LAST EMPLOYEE ACTION IN EFFECT AS OF SELECTED DATE

REPORT DESCRIPTION B0080 | WEB INTELLIGENCE

BOBJ

The purpose of this report description is to explain how to generate the Last Action in Effect as of Selected Date.

REPORT DESCRIPTION

This report shows Last Employee Action in Effect as of Selected Date. This report shows the most current action (to date) on an employee.

REPORT LOCATION

PA: Employee Actions

REPORT USES

- This report is used to provide a list of employees and their last action as of a specified date, along with additional details such as action effective date and original hire date. It can be used to answer simple questions such as "Which employees are currently on LOA?" or "Which employees have not had a promotion since being hired?".

- Use Compa Ratio Rate to evaluate, either at a summary or detail level, how employee salaries compare to others within their specific job market.

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 at https://www.osc.nc.gov/documents/files/web-intelligence-prompts.

The Mandatory prompts for this report are:

- Organizational Unit
- As of Day

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:

- Action Type(s)
- Employee(s) PersNo.
- Employment Status(es)
- Job(s)
- Employee Pay Types(s)
- Employee Pay Area(s)

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 Subgroup (Contractors)

Initial Layout

The report lists last employee action in effect based on the prompt selections. Below is a sample of the initial layout rendered.

RESTRICTED per N.C.G.S. § 126-22

Continued…

				Execution Date: 1/11/17			
Effective Date	**Valid To**	**Emp Pay Type**	**Emp Pay Area**	**Emp Pay Group**	**Emp Pay Level**	**Annual Salary / Hrly Rate**	**Prior Salary / Hrly Rate**
██	12/31/99	Banded	Career Banding	30005037	A	██	██
██	12/31/99	Banded	CareerBanding Hourly	30004997	C	██	██
██	12/31/99	T-Grade	Annual Salaries	TG85	TG	██	██
██	12/31/99	T-Grade	Annual Salaries	TG79	TG	██	██

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:

- Action Reason
- Action Type
- Age
- Age Range
- Cal Qtr
- Country
- Effective Date
- Emp Pay Area
- Emp Pay Group
- Emp Pay Level
- Emp Pay Type
- Employee
- Employee Group
- Employee Subgroup
- Employee's Name
- Employment Status

- ESG CAP
- Ethinic Origin
- Fiscal period
- Fiscal year
- Flag
- Gender
- Job
- Job Branch
- Job Family
- Judicial Ann Date
- Length of Serv as of Date of Action
- Next Increase Date
- Organizational Unit
- Original Hire Data
- Personnel Area

- Personnel Subare
- Pos Addr Street
- Pos City
- Pos Country
- Pos County
- Position
- Position Chief
- Prior Position
- Processed Date
- State
- Supplemental Saff 11 Month Limit Required
- Supv Employee
- Supv Position
- Valid To

Measures:

- Annual Salary
- Emp Reference Salary
- FTE Annual Salary
- Job Reference Salary
- Prior Salary

Variables:

- Prompt Response Action Reason
- Prompt Response Action Type
- Prompt Response As of Day
- Prompt Response Employee Pay Area
- Prompt Response Employee Pay Type
- Prompt Response Employee PersNo
- Prompt Response Employment Status

- Prompt Response Exclude Prompt Response Employee Subgroup
- Prompt Response Job
- Prompt Response Organizational Unit
- Compa Ratio
- Emp/Job Ref Salary

Dimensions

> Action Reason	> Job	> Supv Employee
> Action Type	> Job Branch	> Supv Position
> Age	> Job Family	Valid To
Age Range	> Judicial Annv Date	
> Cal Qtr	> Length of Serv. as of Date of Action	## Measures
Country	Next Increase Date	Annual Salary
Effective Date	> Organizational Unit	Emp Reference Salary
> Emp Pay Area	Original Hire Date	FTE Annual Salary
> Emp Pay Group	> Personnel Area	Job Reference Salary
> Emp Pay Level	Personnel Subarea	Prior Salary
> Emp Pay Type	Pos Addr Street	
> Employee	> Pos City	## Variables
> Employee Group	> Pos Country	Prompt Response Action Reason
> Employee Subgroup	> Pos County	Prompt Response Action Type
Employee's Name	> Position	Prompt Response As of Day
> Employment Status	Position Chief	Prompt Response Employee Pay Area
> ESG CAP	> Prior Position	Prompt Response Employee Pay Type
> Ethnic Origin	Processed Date	Prompt Response Employee PersNo
> Fiscal period	> State	Prompt Response Employment Status
> Fiscal year	> Supplemental Staff 11 Month Limit Required	Prompt Response Exclude Employee Subgroup
> Flag	> Supv Employee	Prompt Response Job
> Gender	> Supv Position	Prompt Response Organizational Unit
		Compa Ratio
		Emp / Job Ref Salary

Special Report Considerations/Features

- Sort on Personnel Area is the only sorting done in the default layout of the report.
- PMIS data is not included in the report.
- The 'Emp /Job Ref Salary' represents the Employee Reference Rate for Banded pay types; for all other pay types, it represents the Job Reference Rate.
- If one or more completed PCRs exist for an action, the "Processed Date" available object is populated with the date from the most recent processed PCR action. If no completed PCR exists for the action, the Processed Date is populated with the "Changed on" date from the action infotype.
- When there are multiple salary changing actions with the same Effective Date, the Infotype 0008 change history table is reviewed to determine which salary change went with which action. However, if for some reason the number of actions does not equal the number of IT0008 change records for that same date, then we are unable to determine which action caused what salary change. So, the most recent IT0008 salary is shown for all actions on that day. When this scenario happens, the action records will be flagged, and the "Flag" data element (from Available Objects) will show an 'X' value to signify this.

CHANGE LOG

Effective 1/12/2017

- Added Optional Prompts Employee Pay Type(s) and Employee Pay Area(s).
- Added "Compa Ratio" and Age to available objects.
- Compa Ratio is calculated Based on Employee Reference Salary, Job Reference Salary and FTE Annual Salary.
- Added Report Info Tab which provides the information about the Prompts Entered.

Effective 12/2017

- The Processed Date available object was modified to be populated with the date from the most recent processed PCR action from the completed PCR. If no completed PCR exists, the Processed Date is populated with the "changed on" date of the action.

Effective 10/2022

- Supplemental Staff 11-month Limit Required column added to the available objects.
- Flag added to the available objects and disability code removed from Employee master data.

Effective 10/7/2024

- Update to Business Objects 4.3 - CM