

Hot Off The Press

Screen 118 – Retirement Work Station and ADLOC

Effective immediately, the Retirement Work Station and ADLOC on screen 118 will both be required if there is a retirement date on screen 101. If the retirement date on screen 101 is blank, both the Retirement Work Station and ADLOC will be required if one of them is entered.

The Retirement ADLOC will only be validated against the ADLOC table (screen 306) when it is changed through screen 118. This is because the ADLOC at the time of retirement may no longer be on the ADLOC table. If a changed ADLOC is checked and not found, the Part/Account table (screen 301) will be checked. The change will not be allowed if the Retirement ADLOC is not found on either table. The screen help for the Retirement ADLOC uses the ADLOC table only.

Effective with the billing reports to be generated on 20 September 2007, the detail file sent to FAMIS from BILL0007, the reports from BILL0007: BP7504 and BP7511, the reports from MONINS01: BP8563N and BP8564N will differ as follows:

Previously – When the retirement Work Station was available on screen 118, the employee was reported to the retirement work station. The part number equivalent to the retirement Work Station was used for reporting for both the employee and employer portions of the billing amounts.

Now – When the retirement Work Station and ADLOC are available on screen 118, the employee is still reported to the retirement Work Station. The part number equivalent to the retirement work station is used for reporting for the employee portion of the billing amounts and the retirement ADLOC part is used for reporting for the employer portion of the billing amounts.

There are no changes to how the process works when there is no retirement Work Station and ADLOC on screen 118.

For example, if in the past the retirement work station was E, the current work station was E and the ADLOC part was 02, the part used for both the employer and employee portions was 08. Now with the addition of the retirement ADLOC containing part 02, the employee portion will still use part 08, but the employer portion will use part 02. Similarly, if in the past the retirement work station was E, the current work station was X and the ADLOC part was 07, the part used for both the employer and employee portions was 08. Now with the addition of the retirement ADLOC containing part 02, the employee portion will still use part 08, but the employer portion will use part 02.

Please contact bpphelp@tamu.edu with problems or questions.

*Please reference HOP #529 for further details about this new field on Screen 118.