

# **GRIEVANCE DATA**

BOBJ

## REPORT DESCRIPTION B0050 | CRYSTAL REPORT

The purpose of this report description is to explain how to generate the crystal report B0050.

## REPORT DESCRIPTION:

This report lists all historical grievances (from Infotype 0102) filed by active employees. It includes details such as when the grievance was filed and its current status. Provides jump to 'B0022: Comments'

### **REPORT LOCATION:**

PA: Grievances

#### **REPORT USES:**

The data in this report will be used to track and report historical data in the Grievance process.

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#### 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 OSC website at https://www.osc.nc.gov/documents/files/crystal-prompts.

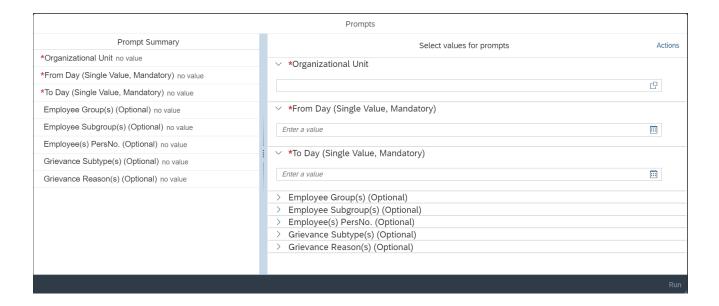
The Mandatory prompts for this report are:

- Organizational Unit
- From Day (Single Value, Mandatory)
- From Day (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 option in parentheses beside the prompt.

The Optional prompts are:

- Employee Group(s) (Optional)
- Employee Subgroup(s) (Optional)
- Employee(s) PersNo. (Optional)
- Grievance Subtype(s) (Optional)
- Grievance Reason(s) (Optional)



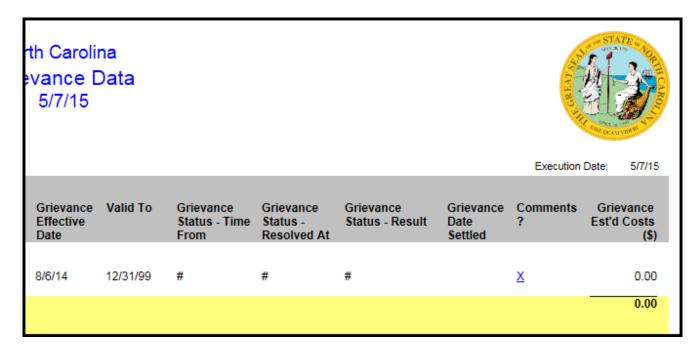
## **Initial Layout**

The report lists all grievances based on the prompt selections. Below is a sample of the layout rendered.

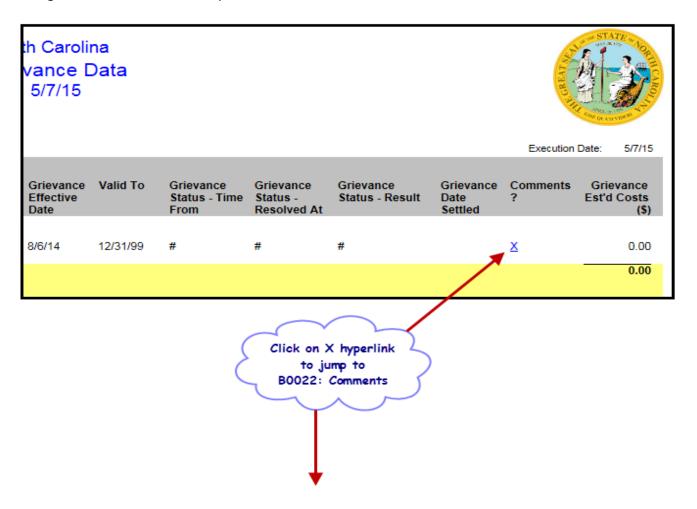
State of North Carolina B0050: Grievance Data 1/1/20 to 9/1/20

Employee's Name	Grievance Supv	Grievance Supv Name	Grievance Type	Grievance Reason	Grievance Effective Date	Valid To	
Creative Se	rvices						
DOE, JANE	19999999	John A Doe	Grievance - 2 step mediation is 1st step	DA - Suspens w/o Pay	5/30/14	12/31/99	ī
	Creative <b>S</b> e	Supv  Creative Services	Supv Supv Name  Creative Services	Supv Supv Name  Creative Services  DOE, JANE 19999999 John A Doe Grievance - 2 step	Supv Supv Name Reason  Creative Services  DOE, JANE 19999999 John A Doe Grievance - 2 step DA - Suspens w/o	Supv Supv Name Reason Effective Date  Creative Services  DOE, JANE 19999999 John A Doe Grievance - 2 step DA - Suspens w/o 5/30/14	Supv Supv Name Reason Effective Date  Creative Services  DOE, JANE 19999999 John A Doe Grievance - 2 step DA - Suspens w/o 5/30/14 12/31/99

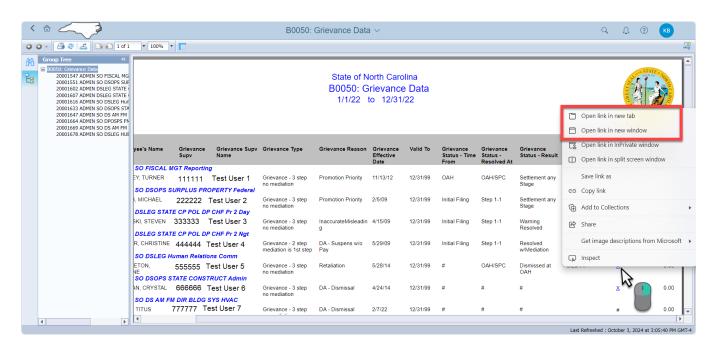
### Continued...



### Navigate to B0022: Comments report



Hint: Right Click and use the menu option to select 'Open in New Tab' or 'Open in New Window'" to see comments.



## B0022: Comments

Execution Date: 9/1/20

Employee	12345678 - Jane F Doe			
Organizational Unit	00000001 - ADMIN SO DSOPS Hub Dir Div			
Position	55555555 - Social/clinical Research Specialist			
Infotype	0102 - Grievances NA			
Subtype	2 - Grievance - 2 step mediation is 1st step			
Valid From - Valid To	5/30/14 - 12/31/99			
FAD letter dated 5/30/14# abcd 6/2/14#				

#### **CHANGE RECORD**

- Effective Date 5/7/2015
  - o Change
    - Initial report creation to convert from BI to BOBJ
- Effective Date 9/24/2020
  - o Change
    - Updated the screenshots due to change in user interface, moved the Adobe Flash to HTML. There was a phase out of Adobe effective 10/22/2020
- Effective Date 9/29/2020
  - Change
    - Update formatted and added alt text to images L.Lee
- Effective Date 10/7/2020
  - o Change
    - Proofed report C.Ennis
- Effective Date 10/14/2020
  - o Change
    - Converted report to PDF L.Lee
- Effective Date 10/7/2024
  - o Change
    - Update to Business Objects 4.3 K. Bridges