



# LAST 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.

### QUICK LINKS

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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 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)

The screenshot shows a 'Prompts' window with the following settings:

- Organizational Unit (1):** Transportation
- As of Day (Single Value, Mandatory) (1):** 9/13/2024
- Action Type(s) - (Optional):** (All values)
- Action Reason(s) - (Optional):** (All values)
- Employee(s) PersNo. - (Optional):** (All values)
- Employment Status(es) - (Optional):** (All values)
- Job(s) - (Optional):** (All values)
- Employee Pay Type(s) - (Optional):** (All values)
- Employee Pay Area(s) - (Optional):** (All values)
- Exclude Employee Subgroup (Contractors) (1):** G1

At the bottom, there are buttons for 'Mandatory (2)', 'Reset All', 'Run', and 'Cancel'.

**Initial Layout**

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

**B0080: Last Employee Action in Effect as of Selected Date 1/11/2017**

Personnel Area	Org Unit	Org Unit Desc	Employee	Employee's Name	Action Type	Action Reason
State Controller	20000087	OSC BEACON BEST Shared Services			Separation (NC)	Retirement
State Controller	20000087	OSC BEACON BEST Shared Services			Separation (NC)	Better Employment
State Controller	20000087	OSC BEACON BEST Shared Services			Separation (NC)	Retirement
State Controller	20000087	OSC BEACON BEST Shared Services			Salary Adjustment (NC)	Legislative Increase

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
- Ethnic 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
- > 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
- > Ethnic Origin
- > Fiscal period
- > Fiscal year
- > Flag
- > Gender
- Job
  - Job Branch
  - Job Family
  - Judicial Annv Date
  - Length of Serv. as of Date of Action
  - Next Increase Date
  - Organizational Unit
  - Original Hire Date
  - Personnel Area
  - Personnel Subarea
  - Pos Addr Street
  - Pos City
  - Pos Country
  - Pos County
  - Position
  - Position Chief
  - Prior Position
  - Processed Date
  - State
  - Supplemental Staff 11 Month Limit Required
  - Supv Employee
  - Supv Position
- 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 Employee Subgroup
- Prompt Response Job
- 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