LI POSITION SUMMARY
REPORT DESCRIPTION B0063 | WEB INTELLIGENCE

BOBJ

The purpose of this report description is to explain how to obtain position summary information related to Legislative Increases in the Integrated HR-Payroll System.

REPORT DESCRIPTION

This report contains two sub-reports

- The **B0063: LI Position Summary** report provides a summary of budget information for all positions (vacant and filled) for the organizational unit(s) selected. It displays a summary of Legislative Increases applied to the employee and budgeted salaries, if applicable by fund, totaled by business area, along with a grand total at the bottom of the report.

- The **LI Vacant Position Summary** report lists only the vacant positions for the organizational unit(s) selected. It displays the prior budgeted salary, budgeted salary increases, if applicable, current budgeted salary and job minimum and maximum pay. A grand total is displayed at the bottom of the report.

REPORT LOCATION

Legislative Increase

REPORT USES

- The B0063 LI Position Summary report is used by agencies to view a summary of Legislative Increases on positions - vacant and filled.

- The B0063 report can be used to determine the cost of the LI by business area for the organizational unit(s) selected.

- The LI Vacant Position Summary report is used to determine the amount of Legislative Increase that was applied for vacant positions.

- The LI Vacant Position Summary report is used to identify positions where the budgeted salary was increased in error.

QUICK LINKS	

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
- LI Effective Year
- LI Version (O-Original U-Updated) (Mandatory) - other values are for internal use only):
  - **O – Original** is for the official LI Transmittal that was captured immediately after the Legislative Increase was processed in the Integrated HR-Payroll System. It reflects the effect of the update programs on employee salaries and position budgets.
  - **U – Updated** is the LI Transmittal report that includes any updates made to the system after the **Original Transmittal** information was captured. Examples of these updates are individual Legislative Increase actions which may have been processed via OM or PA workflow, as well as any other adjustments to the master data effective as of July 1 for the LI effective year. Use this version to validate any corrections made to the LI results via SAP transactions.
  - **NOTE**: No history is retained for the (U) updated version of the LI report for previous years. The updated version always relates to the most current LI year. Historical (O) original versions are available for all years since the inception of the Integrated HR-Payroll system.

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:

- Cost Center(s) - (Optional)
- Fund(s) – Optional
- Application of Fund(s) - (Optional)
- Position(s) - (Optional)
  - **NOTE**: Sometimes search on with *wildcard in position field returns an error if the number of position searches exceeds the system limit. In those situations, choose a smaller agency Org Unit hierarchy or enter a known position or run the report with Mandatory prompts and return to the prompt screen to choose one or more positions.

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 Position EE Subgroup (Optional)

Initial Layout

The report contains two sub-reports, and each report is located on a separate tab. Tabs are located at the bottom of the report.

- **B0063 LI Position Summary** tab - This tab is the default report displayed when the report is executed. It lists a summary of filled and vacant positions by funding information. This report breaks and totals on each business area within the organizational unit(s) selected. Below is a sample of the report, which shows the columns available on the base report:

o Continued……

- Continued……

- **LI Vacant Position Summary** tab – This report tab can be accessed by clicking the LI Vacant Position Summary tab at the bottom of the report. It lists a summary of funding information for vacant positions only. This report breaks and totals on each business area within the organizational unit(s) selected. Below is a sample of the report, which shows the columns available on the base report:

LI Vacant Position Summary

LI Effective Year: 2022

Business Area Desc	Business Area	Org Unit	Org Unit Desc	Position	Position Desc	Position EE Subgroup	Application of Fund	NCAS Account	NCFS Account
Office of the State Controller	1111	2222222	North Carolina Financial Systems	77777777	State Controller Financial Specialst I	FT N-FLSAOT TL	444444	33333	656555566

o   Continued…….

Date : 10/2/23

Order	Order Desc	Funding Source	Position FTE	Number Of Positions	Prior Budgeted Salary	Budgeted Salary Increase	Current Budgeted Salary	Job Min Pay	Job Max Pay
2222222222	333333333333	Receipts	1.0000	1.00	85,000.00	0.00	85,000.00	61,209.00	107,116.00
Business Area Desc - Office of the State Controller			1.0000	1.00	85,000.00	0.00	85,000.00		
		Total	1.0000	1.00	85,000.00	0.00	85,000.00		

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
- Budget Funding Source (OSBM)
- Business area
- Calendar Year
- Cost Center
- Country Grouping
- EE LI Flag
- Employee
- Employee EE Group
- Employee EE SubGroup
- Employee Pay Area
- Employee Pay Group
- Employee Pay Level
- Employee Pay Type
- ES Grouping for CAP (0ESGFORCAP)

- FCTR Cat
- FCTR Ref
- FM area
- Fund
- Funding Source
- Job
- Job Pay Area
- Job Pay Group
- Job Pay Level
- Job Pay Type
- NCAS Account
- NCFS Account
- NCFS Agency
- NCFS Agency Program
- NCFS AMU
- NCFS Budget Code
- NCFS Budget Fund

- NCFS Funding Source
- NCFS Interfund
- NCFS Project
- NCFS User Define 1
- NCFS User Define 2
- NCFS User Define 3
- Order
- Organizational Unit
- Personnel Area
- POS LI Flag
- Position
- Position EE Group
- Position EE Subgroup
- SAP GL Account
- SFCTR Ref

Measures

- Current Budgeted Salary
- EE Current Salary
- EE Prior Salary
- Job Max Pay Level

- Job Min Pay Level
- Number of Positions
- Position FTE
- Prior Budgeted Salary

Variables

- Prompt Response Application of Fund(s)
- Prompt Response Cost Center(s)
- Prompt Response Exclude Position EE Subgroup
- Prompt Response Fund(s)
- Prompt Response LI Effective Year

- Prompt Response LI Version
- Prompt Response Organizational Unit
- Prompt Response Position(s)
- DOT NCFS AMU
- DOT NCFS Budget Fund
- Budgeted Salary Increase
- EE Salary Increase

Dimensions
- Addl. Center Ref.
- Application of Fund
- Budget Funding Source (OSBM)
- Business area
- Calendar Year
- Cost Center
- Country Grouping
- EE LI Flag
- Employee
- Employee EE Group
- Employee EE SubGroup
- Employee Pay Area
- Employee Pay Group
- Employee Pay Level
- Employee Pay Type
- ES Grouping for CAP (0ESGFORCAP)
- FCTR Cat
- FCTR Ref
- FM area
- Fund
- Funding Source
- Job
- Job Pay Area
- Job Pay Group
- Job Pay Level
- Job Pay Type
- NCAS Account
- NCFS Account
- NCFS Agency
- NCFS Agency Program

- NCFS AMU
- NCFS Budget Code
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- NCFS Funding Source
- NCFS Interfund
- NCFS Project
- NCFS User Define 1
- NCFS User Define 2
- NCFS User Define 3
- Order
- Organizational Unit
- Personnel Area
- POS LI Flag
- Position
- Position EE Group
- Position EE Subgroup
- SAP GL Account
- SFCTR Ref

Measures
- Current Budgeted Salary
- EE Current Salary
- EE Prior Salary
- Job Max Pay Level
- Job Min Pay Level
- Number of Positions
- Position FTE
- Prior Budgeted Salary

Variables
- Prompt Response Application of Fund(s)
- Prompt Response Cost Center(s)
- Prompt Response Exclude Position EE Subgroup

- Prompt Response Fund(s)
- Prompt Response LI Effective Year
- Prompt Response LI Version
- Prompt Response Organizational Unit
- Prompt Response Position(s)
- DOT NCFS AMU
- DOT NCFS Budget Fund
- Budgeted Salary Increase
- EE Salary Increase

Special Report Considerations/Features

- No history is retained for the (U) updated version of the LI report for previous years. The updated version always relates to the most current LI year.

- Historical (O) original versions are available for all years since the inception of the Integrated HR-Payroll System.

- NCFS Accounting Segments - are available for reporting in this report as drag and drop from Available Objects.

  o NCFS accounting segments here are specific to an NCFS internal order in SAP HR/Payroll ERP system. Transactions with no NCFS internal orders will not display values for the NCFS segments in the BI BOBJ report.

    ▪ NCFS Agency, NCFS Agency Program, NCFS AMU, NCFS Budget Code, NCFS Budget Fund, NCFS Funding Source, NCFS Interfund, NCFS Project, NCFS User Define 1, NCFS User Define 2, NCFS User Define 3

  o Agencies (like NCDOT, DES or DWS) that do not use NCFS Internal Orders will not see the values for the above NCFS segments in reports.

  o NCFS Account and Budget Funding Source (OSBM) are available for reporting. Values are corresponding crosswalk to SAP GL Account and Funding Source in SAP HR Payroll system.

  o Financial Key is representative of internal order from NCFS and old NCAS systems.

  o NCDOT (NC02) specific fields DOT NCFS AMU and DOT NCFS Budget Fund are listed as BOBJ Variables in this report and are derived from NCDOT cost centers and Person Responsible (Addl Center Ref) values from SAP HR Payroll ERP system.
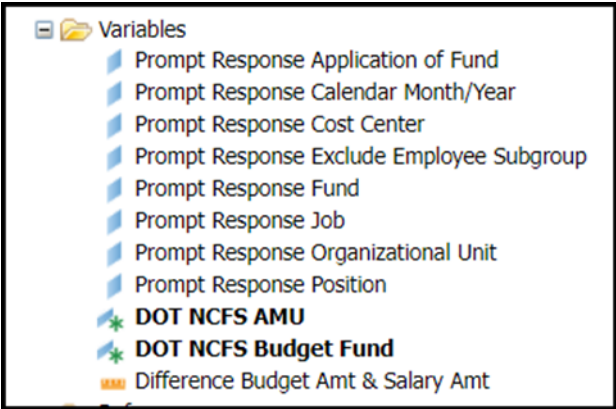
CHANGE LOG

Effective 2/15/2017

- Initial creation of the report.

Effective 9/16/20

- Updated format, assigned reference number, and made accessible. C. Ennis & L. Lee

Effective 9/21/20

- Added Alt Text. L. Lee

Effective 12/15/22

- Removed Disability Code from Employee attributes (expanded list) in Available Objects. -T. Cooper

Effective 1/6/22

- Added Alt Text, corrected spelling, and grammar. L. Williams

Effective 10/9/23

- Added NCFS Accounting Segments

Effective 10/7/2024

- Update to Business Objects 4.3 – K.Cox