

Pay Plan Implementation

Temporary Changes to Organizational Assignment Screens In *Personnel Administration* Transactions

Implementation of the new statewide pay plan requires the AASIS Service Center (ASC) staff to delimit all current (fiscal year 2009) job/class codes associated with all current position data.

Doing this enables ASC staff to create new job/class code assignments associated with new position data for fiscal year 2010.

Effective 06-19-09 through 06-27-09, a temporary [transitional] job/class code field will display each employee's organizational assignment record in Personnel Administration (PA) transaction screens. This record will have a start date of 6/28/09 and an end date of 12/31/9999 and does not prevent PA end users from performing personnel actions.

However, it is vital that PA end users **DO NOT DELETE or CHANGE** this record.

If you currently have responsibilities in the PA business processes, please review the next section where you will find screen shots of what you can expect to see during the transitional period defined above.

What PA End Users Currently See

Currently, the *Display Organizational Assignment* screens in PA transactions display position, job/class code and text descriptions for fiscal year 2009.

Display Organizational Assignment

Org Structure

Personnel No:		Name		Status	Active
EE group	1 Regular State Empl.	Personnel ar	BL01	School for the Blind	
EE subgroup	UE Employee	SSN	432-98-6147		
Start	06/29/2008 to	12/31/9999	Chng	07/11/2008	

Enterprise structure

CoCode	ARK State of Arkansas	Leg.person			
Pers.area	BL01 School for the Blind	Subarea	OAL1	OT,Std,ASHB	
Cost Ctr	351201 Mgt Admin GR	Bus. Area	0510	SCHOOL FOR THE BLIND	

Personnel structure

EE group	1 Regular State Empl.	Payr.area	11	Arkansas Bi-Weekly	
EE subgroup	UE Employee	Contract	1000 Hours/Year		

Organizational plan

Percentage	100.00		PersAdmin	100
Position	22082554	R010	Time	100
		ADMINISTRATIVE ASSIS...	PayrAdmin	100
Job key	21669143	E039		
		LIBRARIAN III		

Fiscal Year 2009
Records

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What PA End Users Will Temporarily See

Beginning on June 19th the *Display Organizational Assignment* screens in PA transactions will display position, job/class code and text descriptions for fiscal year 2009 and transitional job/class code records for fiscal year 2010.

DO NOT CHANGE or DELETE this transitional record while performing personnel actions between 06/19/09 to 06/27/09.

Display Organizational Assignment									
Org Structure									
Personnel No:		Name		Status	Active				
EE group	1	Regular State Empl.	Personnel ar	BL01	School for the Blind				
EE subgroup	UE	Employee	SSN	432-98-6147					
Start	06/28/2009	to	12/31/9999	Chng	06/05/2009	ASC167920-8			
Enterprise structure									
CoCode	ARK	State of Arkansas	Leg.person						
Pers.area	BL01	School for the Blind	Subarea	OAL1	OT,Std,ASHB				
Cost Ctr	351201	Mgt Admin GR	Bus. Area	0510	SCHOOL FOR THE BLIND				
Personnel structure									
EE group	1	Regular State Empl.	Payr.area	11	Arkansas Bi-Weekly				
EE subgroup	UE	Employee	Contract	1000 Hours/Year					
Organizational plan									
Percentage	100.00	Administrator	Admin	100					
Position	22079732	RD10	Time	100					
Job key	00000000	ADMINISTRATIVE ASSIS...	PayrAdmin	100					
Exempt									

**Fiscal Year 2009
Record**

**Fiscal Year 2010
Transitional Record
DO NOT DELETE/CHANGE**