

BACKGROUND

A new dual security approach was implemented in EPM to HR Reporting Tables to better satisfy the varying nature of HR Ad Hoc Reporting in 2005. Prior to the implementation of dual security, row security (or user access) was strictly based on Employee ID (EMPLID). This meant that agencies could only see HR data for current employees and/or their employment history on reports, regardless of agency assigned. This security view remains in place for certain reporting tables. A second row security view has been added based on Department ID (DEPTID). Under this view, users can see HR data for current employees as well as previous employees in their agency. Based on the nature of certain reporting tables, this new security view is applied. In summary, user access is either based on ‘employee’ history or ‘department’ history.

Careful review and consideration in targeting tables for new or old security was given by the HRMS, EPM Teams with the goal of optimizing HR Reporting in EPM. The following list reflects impacted Reporting Tables OR special queries and which security view they use:

EPM HR Reporting Table	Special Queries	HR Module	EMPLID Row Security	DEPTID Row Security	DEPT Position Security
CTW_BENEF_BILLG*		Benefits		√	
CTW_BILL_ACT		Benefits		√	
CTW_DEP_BEN_DT*		Benefits	√		
CTW_HEALTH_LIFE		Benefits	√		
CTW_HEP		Benefits	√		
CTW_LEAVE_PLAN		Benefits		√	
CTW_ADDRESSES*		Human Resources	√		
CTW_DRIVERLIC		Human Resources	√		
CTW_DTPY3PCT_VW		Human Resources	√		
CTW_EMAIL_PHN		Human Resources	√		
CTW_EMERGCY_CNT		Human Resources	√		
CTW_EMPLOYEE*		Human Resources		√	
CTW_EMPL3PCT_VW		Human Resources	√		
CTW_HR_NP_NOTE		Human Resources		√	
CTW_MILITARY		Human Resources	√		
CTW_POSITION*		Human Resources			√

EPM HR Reporting Table	Special Queries	HR Module	EMPLID Row Security	DEPTID Row Security	DEPT Position Security
CTW_ADDL_PAY*		Payroll		√	
CTW_DET_PAYROLL		Payroll		√	
CTW_EMPL_DEDUCT*		Payroll	√		
CTW_EMPLTAX_DT*		Payroll	√		
CTW_PAYCHECK		Payroll		√	
CTW_PAY_EARNS		Payroll		√	
CTW_YTD_PAYRL		Payroll	√		
	CT_CORE_HR_PAY_FROM_PS	Payroll History - WC	√		
CTW_PAYTIME_TBL		Time & Labor		√	
CTW_COMP_TIME		Time & Labor	√		
CTW_TLEMPDATA*		Time & Labor		√	
CTW_TLTR_COMMTS		Time & Labor		√	
CTW_TL_RPTDTIME		Time & Labor		√	
CTW_HLTH_SAFETY		Health & Safety		√	

** Effective Dated Tables: The PS Query Tool in EPM will automatically apply criteria when creating queries off these tables to return the most current row(s). This logic can be modified or removed from a query's Criteria Page to include historical data.*

Reporting Table impact:

CTW_POSITION

In the past, users were not able to query Position data and Employee Job data together where the Department IDs in each table did not match. A custom solution was created to get around the underlying security in the EPM Query Tool which enforced that department be the same on each of these tables. Now, if Position Number '012345' on CTW_POSITION references Department ID 'ABC88100' but references Department ID 'ABC89200' on CTW_EMPLOYEE/_VW, the query will return results.

CTW_EMPLOYEE

When an employee ‘transfers out’ of an agency, you will now be able to see their employment history at your agency. However, their last effective job row in your agency reflects an Employee Status of ‘A’, or Active. Therefore, if you are looking for a history snapshot of ‘active’ employees, these rows will also appear.

Example of an All Active Employee History query under new DEPTID Security View (where EMPL_STATUS = Active (A,L,P, S):

ID	Empl Rcd#	Eff Date	Seq.	Name	DeptID	Action	Reason	Status
XXXXXXXX	0	6/25/2004	2	John Smith	DXF91000	PAY	COL	A
XXXXXXXX	0	6/25/2004	1	John Smith	DXF91001	PAY	MAI	A
XXXXXXXX	0	6/25/2004	3	John Smith	DXF91002	PAY	MAI	A
XXXXXXXX	0	6/25/2004	0	John Smith	DXF91003	PAY	MCO	A
XXXXXXXX	0	4/1/2005	0	John Smith	DXF91004	PAY	MAI	A
XXXXXXXX	0	4/15/2005	0	John Smith	DXF91005	DTA	ETO	A

Workarounds when querying history data on the Employee Information table for active employees are:

- In addition to query criteria where EMPL_STATUS in ('A','L','P'), add criteria where ACTION_REASON <> 'ETO' to eliminate rows where employee status is still 'A', but employees have ‘transferred out’. New Public Queries also available:

CT_CORE_HR_DEPT_HIST_NO_ETO
CT_CORE_HR_DEPT_HIST_ACTV_EES

- Eliminate employee ‘transfer out’ rows in Excel.

Reporting Tables utilizing EMPLID Row Security

When running queries without selection criteria from these tables, users may see rows for employees in other agencies, if the employee was ever employed by your agency. A workaround when querying for current employee information is to add criteria to DEPTID to all queries using these tables.