

DPY470 PAYROLL INPUT

Last Updated on October 27, 2014

Inbound Interface

File Layout: CTPYI470

This File Layout object will be used to define all of the Payroll records and fields that will be written to the inbound file.

File Layout Name	File Layout Type	Definition Tag Used to indicate beginning of file data. Should be equivalent to File Layout Name (XML)	Definition Description
CTPYI470	XML	<CTPYI470>	This custom File Layout will be used to read in an XML file containing Limited Scope Agency transactions, and transactions from agencies for special payments, i.e. Tuition Reimbursement

File Layout Record: CT_AGENCY

The CT_AGENCY record is the header (parent) record in the CTPYI470 File Layout. This definition lists all the fields and the corresponding tags that will be written as part of this record.

File Record Name (Source Record)	Record Tag Used to indicate transaction type. Should be equivalent to PS record name (XML)	Parent/Child Indicates if this transaction will inherit field from a parent record or if a child record will inherit rows from this transaction. Leave blank if this transaction has no relationship with other transactions. (XML)
CT_AGENCY	<CT_AGENCY>	Parent

Field Name (Field names represent data in Core-CT)	Field Type (Char, Date, Nbr)	Field Length	Reqd ?	Format (XXX, Xxx, 9999.99, MM/DD/CCYY)	Field Tag	Description (Description of Usage in Core-CT)	Default Value/ Inheritance
HEADING	Char	30	No	N/A	<HEADING>	A dummy parent row.	N/A

File Layout Record: CT_ADDL_PAY

The CT_ADDL_PAY record is one of the three transaction records in the CTPYI470 File Layout. This definition lists all the fields and the corresponding tags that will be written as part of this record.

File Record Name (Source Record)	Record Tag Used to indicate transaction type. Should be equivalent to PS record name (XML)	Parent/Child Indicates if this transaction will inherit field from a parent record or if a child record will inherit rows from this transaction. Leave blank if this transaction has no relationship with other transactions. (XML)
CT_ADDL_PAY	<CT_ADDL_PAY >	Child

Field Name (Field names represent data in Core-CT)	Field Type (Char, Date, Nbr)	Field Length	Reqd ?	Format (XXX, Xxxx, 9999.99, MM/DD/CC YY)	Field Tag	Description (Description of Usage in Core-CT)	Default Value/ Inheritance
SETID	Char	5	Yes	XXXXXX	<SETID>	An identification code that represents a set of control table information.	For current values, contact Core-CT Interface Team
DEPTID	Char	10	Yes	XXXXXXXX XXX	<DEPTID>	Organizational entity, similar to legacy Agency Code	For current values, contact Core-CT Interface Team
EMPLID	Char	6	Yes	XXXXXX	<EMPLID>	Used to identify employee throughout system	
EMPL_RCD	Nbr	3	Yes	999	<EMPL_RCD >	A system assigned number that indicates an employee has more than one record in the system. An employee with one record would have an EMPL_RCD of 000. A record number can also track multiple jobs within an organization.	A conversion value that will be provided at implementation.
ERNCD	Char	3	Yes	XXX	<ERNCD>	Earnings type indicator	For current values, contact Core-CT Interface Team
CT_EFFDT	Date	10	Yes	MM/DD/CC YY	<CT_EFFDT>	Indicates the effective date of the transaction	
ADDL_SEQ	Nbr	2	Yes	99	<ADDL_SEQ >	Allows for multiple additional pay transactions per day	
EARNINGS_END_DT	Date	10	Yes	MM/DD/CC YY	<EARNINGS_END_DT>	Indicates the date which additional pay	

Field Name (Field names represent data in Core-CT)	Field Type (Char, Date, Nbr)	Field Length	Reqd ?	Format (XXX, Xxx, 9999.99, MM/DD/CC YY)	Field Tag	Description (Description of Usage in Core-CT)	Default Value/ Inheritance
						should cease	
OTH_HRS	Sign	4.2	No	-9999.99	<OTH_HRS>	Number of additional pay hours	
HOURLY_RT	Nbr	12.6	No	9999999999 99.999999	<HOURLY_RT>	Compensation per hour to apply to additional pay hours	
OTH_PAY	Sign	8.2	No	-99999999. 99	<OTH_PAY>	Flat amount granted for additional pay	
ACCT_CD	Char	25	No	XXXXXXXX XXXXXXXX XXXXXXXX XXXX	<ACCT_CD>	Account Code	For current values, contact Core-CT Interface Team
GOAL_AMT	Sign	8.2	No	-99999999. 99	<GOAL_AMT>	Maximum amount paid for an additional pay. When this amount is reached, payment will cease.	
PRORATE_ADDL_PAY	Char	1	Yes	Y/N	<PRORATE_ADDL_PAY>	Indicate whether or not additional pay amount should be prorated to reflect mid-period status changes	
TAX_PERIODS	Nbr	2	No	99	<TAX_PERIODS>	Tax periods	Enter the number of pay periods over which to spread the tax for these earnings. The system uses this field in conjunction with Tax Frequency field to determine how much tax to withhold each pay period. For example, if the employee's additional pay earnings were set up as biweekly, and you entered 3 in the Tax Periods field, the taxes would be calculated as if they were earned

Field Name (Field names represent data in Core-CT)	Field Type (Char, Date, Nbr)	Field Length	Reqd ?	Format (XXX, Xxxx, 9999.99, MM/DD/CC YY)	Field Tag	Description (Description of Usage in Core-CT)	Default Value/ Inheritance
							over a six-week period.

File Layout Record: CT_DIRECT_DEP

The CT_DIRECT_DEP record is one of the three transaction records in the CTPYI470 File Layout. This definition lists all the fields and the corresponding tags that will be written as part of this record.

File Record Name (Source Record)	Record Tag	Parent/Child
	Used to indicate transaction type. Should be equivalent to PS record name (XML)	Indicates if this transaction will inherit field from a parent record or if a child record will inherit rows from this transaction. Leave blank if this transaction has no relationship with other transactions. (XML)
CT_DIRECT_DEP	<CT_DIRECT_DEP >	Child

Field Name (Field names represent data in Core-CT)	Field Type (Char, Date, Nbr)	Field Length	Reqd ?	Format (XXX, Xxxx, 9999.99, MM/DD/CCYY)	Field Tag	Description (Description of Usage in Core-CT)	Default Value/ Inheritance
SETID	Char	5	Yes	XXXXX	<SETID>	An identification code that represents a set of control table information.	For current values, contact Core-CT Interface Team
DEPTID	Char	10	Yes	XXXXXX XXXX	<DEPTID>	Organizational entity, similar to legacy Agency Code	For current values, contact Core-CT Interface Team
EMPLID	Char	6	Yes	XXXXXX	<EMPLID>	Used to identify employee throughout system	
CT_EFFDT	Date	10	Yes	MM/DD/CCYY	<CT_EFFDT>	Indicates the effective date of the transaction	
PRIORITY	Nbr	3	Yes	999	<PRIORITY>	Unique number used to prioritize distribution of direct deposit dollars	Currently, only one direct deposit account will be allowed. Therefore, only '1' can be used is this

Field Name (Field names represent data in Core-CT)	Field Type (Char, Date, Nbr)	Field Length	Reqd ?	Format (XXX, Xxx, 9999.99, MM/DD/CCYY)	Field Tag	Description (Description of Usage in Core-CT)	Default Value/ Inheritance
							field.
EFF_STATUS	Char	1	Yes	X	<EFF_STATUS >	Indicates status of direct deposit account	'A' (Active) or 'I' (Inactive)
SUPPR_DDP_ADVICE	Char	1	Yes	Y/N	<SUPPR_DDP_ADVICE>	If payment is divided between both a check and advice, use this field to suppress printing of the advice	Currently, only one direct deposit account will be allowed. Therefore, only 'N' can be used in this field.
ACCOUNT_NUMBER	Char	17	No	XXXXXX XXXXXX XXXXX	<ACCOUNT_NUMBER>	Bank account number	
ACCOUNT_TYPE	Char	1	Yes	X	<ACCOUNT_TYPE>	Indicates type of account used for distribution	'C' (Checking), 'S' (Savings)
BANK_CD	Char	11	No	XXXXXX XXXXX	<BANK_CD>	Bank code	Bank Routing Transit number
CT_BANK_NAME	Char	30	Yes	Xxxx...	<CT_BANK_NAME>	Bank Name	
DEPOSIT_AMOUNT	Nbr	8.2	No	9999999.99	<DEPOSIT_AMOUNT>	Flat amount to be deposited if 'Amount' deposit type was selected	
AMOUNT_PERCENT	Sign	3.2	No	-999.99	<AMOUNT_PERCENT>	Percent to be deposited if 'Percent' deposit type was selected	
DEPOSIT_TYPE	Char	1	Yes	X	<DEPOSIT_TYPE>	Indicate deposit type	'A' (Amount), 'P' (Percent), or 'B' (Balance)

File Layout Record: CT_GENL_DED

The CT_GENL_DED record is one of the three transaction records in the CTPYI470 File Layout. This definition lists all the fields and the corresponding tags that will be written as part of this record.

File Record Name (Source Record)	Record Tag	Parent/Child
	Used to indicate transaction type. Should be equivalent to PS record name (XML)	Indicates if this transaction will inherit field from a parent record or if a child record will inherit rows from this transaction. Leave blank if this transaction has no relationship with other transactions. (XML)
CT_GENL_DED	<CT_GENL_DED>	Child

Field Name (Field names represent data in Core-CT)	Field Type (Char, Date, Nbr)	Field Length	Reqd ?	Format (XXX, Xxxx, 9999.99, MM/DD/CC YY)	Field Tag	Description (Description of Usage in Core-CT)	Default Value/ Inheritance
SETID	Char	5	No *	XXXXX	<SETID>	An identification code that represents a set of control table information. * This field is not required if the sending entity is a Vendor.	For current values, contact Core-CT Interface Team
DEPTID	Char	10	No *	XXXXXXXX XXX	<DEPTID>	Organizational entity, similar to legacy Agency Code. Used to identify sending Agency. * This field is not required if the sending entity is a Vendor.	For current values, contact Core-CT Interface Team
VENDOR_ID	Char	10	No *	XXXXXXXX XXX	<VENDOR_ID>	Used to identify sending Vendor. * This field is required if the sending entity is a Vendor.	For current values, contact Core-CT Interface Team
EMPLID	Char	6	Yes	XXXXXX	<EMPLID>	Used to identify employee throughout system	
EMPL_RCD	Nbr	3	Yes	999	<EMPL_RCD >	A system assigned number that indicates an employee has more than one record in the system. An employee with one record would have an EMPL_RCD of 000. A record number can also track multiple jobs within an organization.	A conversion value that will be provided at implementation.
DEDCD	Char	6	Yes	XXXXXX	<DEDCD>	Deduction type indicator	For current values, contact Core-CT Interface Team
CT_EFFDT	Date	10	Yes	MM/DD/CC YY	<CT_EFFDT>	Indicates the effective date of the transaction	
DEDUCTION_END_DT	Date	10	No	MM/DD/CC YY	<DEDUCTION_END_DT>	Date which deduction should cease being taken from employee check	
DED_ADDL_AMT	Nbr	8.2	No	99999999.99	<DED_ADDL_AMT>	Flat deduction amount	
DED_RATE_PCT	Nbr	4.3	No	9999.999	<DED_RATE_PCT>	Percent of pay taken as deduction	

Field Name (Field names represent data in Core-CT)	Field Type (Char, Date, Nbr)	Field Length	Reqd ?	Format (XXX, Xxxx, 9999.99, MM/DD/CC YY)	Field Tag	Description (Description of Usage in Core-CT)	Default Value/ Inheritance
GOAL_AMT	Sign	8.2	No	-99999999.99	<GOAL_AMT >	Maximum amount taken for this deduction. When this amount is reached, deduction will cease being taken from employee check.	
PROCESS_D EDN	Char	1	No	Y/N	<PROCESS_D EDN>	Indicates whether deduction should be taken across all paygroups	

Note: A file sent to the Core-CT system does **NOT** need to have all three of the different transaction types to process successfully. In some instances, this interface will only be used to transmit one transaction type (i.e. Additional Pay transactions only).

Interface Control Totals

The CTPYI470AA Application Engine Program will print control totals to the log file for the number of files successfully loaded into the staging tables and the number of files that were rejected. The total number of transactions successfully loaded into the staging tables for each file will also be printed in the log file along with the number of transactions in error.

The CTPYI470B1 Application Engine Program will print control totals showing the total number of transactions per agency for each type of transaction. The program will also print the number of successful and the number of unsuccessful transactions for each department and transaction type.

Changes from Detailed Design

- LML – 12/4/02 - Only one record definition can exist on level one and must be the overall parent record for all records on lower levels. Previously the 4 types of data coming in from agencies and vendors resided on the same level on the inbound file however this led to problems in reading the data. This issue has been resolved by having a 'dummy' parent record on level 1 of the inbound file, and having the records that actually contain data on level 2 or the level below this (children of the parent record). This record must contain one field (HEADER), but this does not need to be populated. The change requires putting an open and close record tag at the beginning and end of every file that is sent. The subsequent file structure can remain the same.
- WJH – 4/7/2003 – After verifying this file layout against actual table definitions, changes were made to correct this layout to match with the actual tables. There were field length and format corrections for the following fields: ADDL_SEQ, OTH_HRS (the name was spelled incorrectly), OTH_PAY, GOAL_AMT, BOND_DEDUCT_AMT, AMOUNT_PCT. The PRIORITY field on the CT_BOND_DATA layout should be required. The CT_BANK_NAME field was spelled incorrectly. The SETID field on the CT_GENL_DED layout should not be required.
- WJH – 5/21/2003 – Additional field, TAX_PERIODS, was added to CT_ADDL_PAY record.
- WJH – 5/27/2003 – The COMP_RATECD field was removed from the CT_ADDL_PAY record layout. This is because this field is not going to be used by CORE-CT for either online entry or interface loading of Additional Pay.
- KA - 5/28/2003 – If the CT_BANK_NAME field contains an “&” (e.g. Glastonbury Bank & Trust), the word “And” should be substituted for the “&”, or, the “&” should be coded as “&” (e.g. Glastonbury Bank & Trust). Please see the Core-CT XML FAQ at: http://www.core-ct.state.ct.us/elif/work/xml_faqs.doc
- KA – 5/29/2003 – Clarified the description for EMPL_RCD in CT_ADDL_PAY and CT_GENL_DED. Clarified the required/non-required status of SETID, DEPTID and VENDOR_ID for Vendors on CT_GENL_DED.
- WJH – 1/3/2011 – Removed layout for CT_BOND_DATA – no longer used.
- WJH – 10/27/2014 – changed references to specific field values, such as SETID or ERNCD, from links, which were no longer valid, to the following text - For current values, contact Core-CT Interface Team. This was done after discussion with Core-CT Payroll Team.