April 9, 2012

JOB NAME       YHRSR62P

DESCRIPTION    EDB Batch Update without encumbering

JS01 DSNUPROC Quiesce DB2 Tables
JS02 RUNDSN Turn off db2 update
JS05 PP12 EDB update
JS07 RUNDSN Turn on db2 update
JS10 PP18 Change register print
JS12 PP15A Tax Roll In/Out
JS13 UP24 Benefits Address Notification
JS14 UP242 Empl id notification for new hires
JS15 PP83U HDB update

JCLSKEL        JR62

FREQUENCY      On request

SEQUENCE       N/A

SPEC CARD      SEM201S, SPEC18A, SHS8305S,

CHANGES        None

SPEC CARD      BEN2400 - available at LRPF

CHANGES        None required

RECOVERY       Don’t rerun

OUTPUT

JOB STEP - JS10
RPT NAME - Change register
REPORT NUMBER - AIMS140
WEB OUTPUT
HRSN0026

JOB STEP - JS47
RPT NAME - Benefits Addr Notification
REPORT NUMBER - N/A
BCN Benefits
1 Form 8 ½ X 14 **
1 Form N14EZ **

JOB STEP - JS14
RPT NAME - New Hire Notification
REPORT NUMBER - N/A
BCN Benefits
1 Form 8 ½ X 14 **
1 Form N14EZ **

DISTRIBUTION

SPECIAL INSTRUCTIONS

** JS13 output will be 2 print files, one with FORM = ADVB to be printed on the pressure seal payroll advice form N14EZ, run through the folder/sealer, and the other FORM = 14IN to be printed on legal size bond (8 1/2 X 14). No output is OK.