

## EHRP Public Queries

| Name  | Purpose  | Parameters                                     | Data Provided  |
|---|--|--|--|
| HE0001 – Possible WGI                           | Provides a list of Employees who are due for WGI's within a certain date range   | Start Date<br>End Date<br>Setid<br>Deptid Like | Name<br>NID (SSN)<br>Deptid (Admin Code)<br>Pay Plan<br>Grade<br>Step<br>Salary<br>LEI Date<br>WGI Due Date<br>Department Hierarchy<br>SPO<br>Salary Admin Plan            |
| HE0002 – Automatic WGI                          | Provides a list of Employees who received WGI's during a certain period of time  | Start Date<br>End Date                         | NID (SSN)<br>Name<br>NOA Code<br>LA Code<br>Effective Date   |
| HE0003 – Auto Terminations                      | Provides a list of Employees whose appointments have expired   | Appt Exp Start Date<br>Appt Exp End Date       | Emplid<br>Name<br>NID (SSN)<br>Deptid (Admin Code)<br>Acct Code (CAN)<br>EmplRcd# (Appt Number)<br>Hire NTE Date (Appt Exp Date)   |
| HE0004 - Employee Express Actions – Action Date | Provides a list of Employee Express actions processed between action dates entered at prompt   | Action Date<br>Between                         | Action Date<br>NOA Code<br>NOA Ext (Shred Out)<br>Emplid<br>Employee Record # (Indicating multiple appointments)<br>Effective Date<br>Effective Sequence<br>User (User ID) |
| HE0005 – Minority Data Audit                    | Provides an audit of Employees who are missing ethnic codes. It also provides a list of Employees with the code of "6" which is Not Applicable | None   | Name<br>Deptid (Admin Code)<br>Location (Geo Loc Code)<br>NID (SSN)<br>NOA Code<br>Hire Date<br>Ethnic Group   |

## EHRP Public Queries

| Name                            | Purpose   | Parameters             | Data Provided   |
|---------------------------------|---|------------------------|---|
| HE0006 – Tenure Changes         | Provides information for tenure conversions that have occurred      | Auto Action Type       | AA Type (Auto Action Type)<br>Name<br>Emplid<br>EmplRcd# - Appt Number<br>Message Code 1<br>Message<br>Position<br>Descr<br>Action Date   |
| HE0007 – Savings Bonds          | Provides a list of Employees with savings bonds                     | None                   | Department ID<br>Employee ID<br>Employee Name<br>NID (SSN)<br>Effective Date<br>Bond Priority<br>Bond Denomination<br>description<br>Other Registrant Type<br>Deduction Amount<br>Job Code<br>Job Title<br>Owner<br>Co-owners<br>Beneficiaries<br>Addresses |
| HE0008 – TSP Missing Deductions | Provides a list of Employees who do not have TSP deductions entered | None                   | Department ID<br>Employee ID<br>Employee Name<br>NID (SSN)<br>Job Code<br>Job Title<br>Plan Type  |
| HE0009 – CAN Changes            | Provides a list of CAN changes                                      | Start Date<br>End Date | Department ID<br>POI<br>NID (SSN)<br>Acct Code<br>Employee Name<br>Effective Date<br>Acct Code  |

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| Name                              | Purpose   | Parameters                                     | Data Provided   |
|-----------------------------------|---|--|---|
| HE0010 – Staffing Runs            | Provides organization roster data                         | Effective Date<br>Setid<br>Deptid Like         | Department ID<br>NID (SSN)<br>Employee Name<br>Description<br>Pay Plan<br>Occ Series<br>Grade<br>Step<br>Salary<br>Acct Code<br>Reg/Temp<br>Full/Part Time<br>Job Code<br>Supervisory Code<br>Location<br>Hire Date<br>Ceiling Type<br>Bargaining Unit<br>FEGLI base<br>POI |
| HE0011A – Probation Date Period   | Provides data on probation end dates for active Employees | Start Date<br>End Date<br>Setid<br>Deptid Like | Department ID<br>Employee ID<br>Employee Name<br>NID (SSN)<br>Job Code<br>Probations Dates<br>SES Probation Date<br>Mgr/Supv Probation Date   |
| HE0011B – SES Probation Date      | Provides data on probation end dates for active Employees | Start Date<br>End Date<br>Setid<br>Deptid Like | Department ID<br>Employee ID<br>Employee Name<br>NID (SSN)<br>Job Code<br>Probations Dates<br>SES Probation Date<br>Mgr/Supv Probation Date   |
| HE0011C – Mgr/Supv Probation Date | Provides data on probation end dates for active Employees | Start Date<br>End Date<br>Setid<br>Deptid Like | Department ID<br>Employee ID<br>Employee Name<br>NID (SSN)<br>Job Code<br>Probations Dates<br>SES Probation Date<br>Mgr/Supv Probation  |

## EHRP Public Queries

|  |  |  | Date |
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## EHRP Public Queries

| Name                                    | Purpose  | Parameters                              | Data Provided   |
|---|--|---|---|
| HE0012 – Health Benefits Field Report   | Provides data on actions that impact or affect health benefits   | Begin Date Entered<br>End Date Entered  | Employee Name<br>Employee ID<br>NID (SSN)<br>Action<br>Action/Reason<br>NOA Code<br>NOA Description<br>Department ID  |
| HE0013 – Actions Processed Sort by POI  | Provides a list of actions processed by a SPO for a period of time   | Business Unit<br>Start Date<br>End Date | POI<br>Employee ID<br>Effective Date<br>Sequence/Transaction Number<br>NOA Code<br>NOA Ext<br>WIP Status<br>Action Date   |
| HE0014 – Employees who Report to Prompt | Provides a list of Employees who report to a particular position   | Reports to Position Number              | Reports To Position<br>Employee ID<br>Employee Name<br>Position Number<br>Official Position Title   |
| HE0015 – Employees by Department        | Provides a list of all Employees that the query requester has access to based on their admin code access           | None                                    | Department ID<br>Department Name<br>Employee ID<br>Employee Name<br>Official Position Title<br>Position Number<br>Jobcode<br>Position Title<br>Occ Series<br>Grade<br>Step<br>Reports To Position<br>National ID<br>Work Schedule<br>Pay Plan<br>Sal Admin Plan<br>Standard Hours |
| HE0016 - 638 Compack Report             | Provides a list of Employees in their respective departments within a Set ID including hire date and date of birth | Set ID                                  | Department ID<br>Employee ID<br>Employee Name<br>Hire Date<br>Birthdate   |

## EHRP Public Queries

| Name                                  | Purpose   | Parameters   | Data Provided   |
|---------------------------------------|---|--|---|
| HE0017 – Years of Service Listing/POI | Provides years of service data  | Service Date<br>From<br>Service<br>Through Date<br>Setid<br>Deptid Like  | Department ID<br>Employee Name<br>Hire Date<br>Birthdate<br>Service Date<br>POI<br>Pay Plan<br>Grade<br>Position Description<br>Occ Series<br>Reg/Temp<br>Tenure<br>Base Pay<br>Step<br>TSP SCD<br>Vet Pref Code<br>Retirement Code |
| HE0018 - Position Requisition         | Report whether a new position is needed to review all inactive and vacant active positions in EHRP within a jobcode | Set ID<br>Job Code   | Set ID<br>Job Code<br>Position number<br>Status<br>Description<br>Deptid<br>Regular/Temp<br>Full/Part<br>Pay Plan<br>Mgr Level<br>FLSA Status<br>Org Position Title<br>Title<br>Occ Series<br>Salary Plan<br>Grade                  |
| HE0019 – Job Code Requisition Query   | Reports if an acceptable job code currently exists or if a new job code will need to be created                     | Pay Plan<br>Salary<br>Administration<br>Plan<br>Salary Grade<br>Occupational<br>Series<br>FLSA Status<br>Pay Basis<br>Functional<br>Class<br>Manager Level | Set ID<br>Job Code<br>Status<br>Off Title<br>Occ Series<br>FLSA Status<br>Mgr Level<br>Pay Plan<br>Grade<br>Pay Basis<br>Func Class   |

## EHRP Public Queries

| Name  | Purpose   | Parameters                           | Data Provided   |
|---|---|--------------------------------------|---|
| HE0020 - Get Last Job Code  | Retrieves last job code so new ones can be created in sequence  | Set ID<br>Jobcode Like               | Max Job Code<br>Set ID  |
| HE0021 - WGI Eligibility Query – missing reports to               | List of all Employees who are eligible for a WGI but are missing "Reports To" Supervisor  | Start Date<br>End Date               | ID<br>Name<br>Deptid<br>WGI Due Date<br>Date LEI<br>Reports To  |
| HE0022 - WGI Eligibility Query – missing performance rating       | List of all Employees who are eligible for a WGI but may not meet the criteria to receive one because of a missing Performance Rating   | Start Date<br>End Date               | ID<br>Name<br>Deptid<br>WGI Due Date<br>Date LEI  |
| HE0023 - EHRP Users affected by CAO and/or Organizational Changes | Back up method of identifying EHRP users who have either changed appointing offices (CAO) or have been affected by an organizational change resulting in a different Department ID (admin code) | Start Date<br>End Date<br>Setid from | Deptid From<br>Deptid To<br>Name<br>ID<br>Effective Date<br>WIP Status<br>Action<br>Reason<br>NOA code<br>NOA Ext<br>Oprid<br>Oprid Description |
| HE0024 - EHRP Users who Separated from Agency                     | Identifies EHRP users who have separated from the Agency so that their user profile can be deleted (or inactivated)   | Start Date<br>End Date               | Deptid To<br>Name<br>ID<br>Effective Date<br>WIP Status<br>Action<br>Reason<br>NOA Code<br>NOA Ext<br>Account Locked                            |

## EHRP Public Queries

| Name   | Purpose  | Parameters   | Data Provided  |
|--|--|--|--|
| HE0025 - Terminated Employees Query                    | Identifies Employees who have been terminated so that their user profiles can be locked out      | Start Date<br>End Date   | ID<br>Name<br>Deptid<br>Action<br>Effective Date<br>Occ Series<br>Title<br>GEO Code<br>Business Unit<br>Action Processed Date<br>Processor |
| HE0026 - User ID's Filtered by Agency                  | This report allows Security Administrators to identify their user ID's for maintenance purposes. | None   | User Description<br>ID<br>Row Security<br>Permission List<br>Class Descr<br>Deptid<br>Dept Set ID<br>Name                                  |
| HE0027 - Physician's Special Pay – Prompt for End Date | Provides data regarding PSP's including effective dates and end dates                            | Service Agreement<br>End Date does not exceed date entered at prompt | ID<br>Name<br>Deptid<br>Service Agreement Type<br>Effective Date<br>End Date   |
| HE0028 – GS NTE Between From/Thru Date                 | Provides a list of GS Pay Plan Employees Appointment NTE expirations for a period of time        | Set ID<br>Deptid<br>Start Date<br>End Date                           | Emplid<br>Name<br>Pay Plan<br>Grade<br>Step<br>Job Title<br>Salary<br>Deptid<br>Full/Part Time<br>Reg/Temp<br>Std Hours<br>Hire NTE Date   |

## EHRP Public Queries

| Name   | Purpose   | Parameters                             | Data Provided  |
|--|---|--|--|
| HE0029 - Physician's Special Pay – Prompt for Start Date | Provides data regarding PSP's including effective dates and end dates | Start Date                             | ID<br>Name<br>Deptid<br>Service Agreement Type<br>Effective Date<br>End Date   |
| HE0030 – Union Dues Report                               | This query provides data to report union dues by POI                  | Personnel Office ID (POI)              | POI<br>Name<br>NID<br>Descr<br>Bargaining Unit<br>Union Code<br>Deduction Code<br>Descr<br>Effective Date<br>Distribution Code<br>Rate/Pct |
| HE0031 - Retention Allowance Changes                     | List Employees who had a change in their retention allowances         | Effective Date<br>Setid<br>Deptid Like | ID<br>Name<br>NID<br>NOA Code with Ext<br>Effective Date<br>Amount<br>Deptid<br>Position Title<br>Occ Series<br>Grade                      |

## EHRP Public Queries

| Name   | Purpose                                  | Parameters                          | Data Provided  |
|--|--|-------------------------------------|--|
| HE0032 - RIF data  | Provide RIF data                         | Location Like<br>or Jobcode<br>Like | Deptid<br>Name<br>Occ Series<br>Comp/Area Level<br>Grade<br>Type Appt<br>Veterans Preference<br>Pref RIF<br>Work Schedule<br>Leave Date<br>Position<br>National ID<br>Job Title<br>Location<br>Employee Class<br>Tenure<br>Position Occupied<br>Position Title<br>Hire NTE Date<br>Pay Plan<br>Manager Level<br>Step<br>Base Pay<br>Locality Adjustment<br>Jobcode |
| HE0033 - SES<br>Employees with their<br>pay level and salaries | Provides a list of SES Employees         | None                                | Deptid<br>Emplid<br>Name<br>Grade<br>Step<br>Pay Plan<br>Total pay   |
| HE0034 – Non-US<br>Citizens Listing                            | Provides a listing of non-US<br>citizens | None                                | SSN<br>Last Name<br>Citizenship Status<br>Country<br>Emplid  |

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| Name                                     | Purpose   | Parameters                                      | Data Provided   |
|--|---|---|---|
| HE0035 - Pending Future Actions          | This report helps users determine if Employees who are due to receive an Automatic action also have a Pending Future Action. If an Employee has a Pending Future Action, that action will have to be updated manually with the automatic Action information | From Date<br>Thru Date                          | Emplid<br>Employee Name<br>Deptid<br>Pending Future Action<br>Effective Date<br>Pending Future Action<br>NOA<br>WGI Due date<br>Career Conversion<br>Date<br>Probation Date<br>SES Probation Date<br>Supv/Manager<br>Probation Date |
| HE0036 – Past due CC Ten Conversion      | Report of individuals that are in tenure of 2, type of appointment is career-conditional, and the career conversion date is past due  | Career conversion date < date entered at prompt | Deptid<br>Emplid<br>Name<br>Career Conversion Date<br>Type of Appointment   |
| HE0037 – Total EEs enrolled in FEHB/Date | All Employees enrolled in FEHB (not those eligible, but those actually enrolled). Date parameter so the query can be run at different time intervals  | Effective Date<br>Setid<br>Deptid like          | Emplid<br>NID<br>Name<br>Deptid<br>Benefit Plan<br>Plan Description   |
| HE0038 – Union Report by Deptid          | All employees with a union deduction  | None  | Deptid<br>Employee Name<br>Position Title<br>Pay Table<br>Occ Series<br>Grade<br>Bargaining Unit<br>Union Code<br>Deduction Code<br>Description<br>Effective Date<br>Rate/Pct   |
| HE0039 – Job Requisition Query           | This report provides a list of requisitions created for a specific recruiting office that have not yet been processed   | Set ID<br>Recruiting Office Like                | Recruiting Office<br>Job Requisition Number<br>Status<br>Status Date<br>WIP Status<br>Remarks<br>Requester  |

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| Name                                     | Purpose   | Parameters                              | Data Provided  |
|--|---|---|--|
| HE0040 – Vacant Positions by Deptid      | This report provides a list of all vacant positions   | Setid                                   | Deptid<br>Effective Status<br>Position Number<br>Jobcode<br>Position Description<br>Grade<br>Occ Series<br>Pay Plan<br>Grade<br>FLSA Status<br>Pay Basis<br>Functional Class<br>Manager Level<br>Salary Admin Plan |
| HE0041 - NIH Row Level Security          | This report shows row level security codes and their associated admin codes                     | None                                    | Row Level Security Code<br>Deptid<br>Access (Y or N)   |
| HE0042 – Employees and their Emplid      | Reports all Employees and their Emplid  | None                                    | Name<br>Emplid   |
| HE0043 – Actions Processed within a Dept | This report provides list of actions that have been processed for a Deptid for a period of time | Start Date<br>End Date                  | Deptid<br>Emplid<br>Employee Name<br>Position Number<br>Job Code<br>Action<br>Reason<br>NOA Code<br>NOA Description<br>NOA Ext<br>Effective Date<br>Authority 1  |
| HE0044 – Employee Union info by Deptid   | This report provides a list of Employees who are in Unions sorted by Deptid                     | Setid<br>Deptid Like                    | Deptid<br>Employee Name<br>Bargaining Unit<br>Pay Plan<br>Occ Series<br>Grade<br>Official Title<br>Job Code<br>Location Code<br>Union Code   |
| HE0045 - Department ID/Admin Code Table  | Needed a department table report since the department tree is only refreshed every two weeks    | Set ID<br>Effective Date<br>Deptid Like | Set ID<br>Deptid<br>Description<br>Status (e.g. Active)  |

## EHRP Public Queries

|  |  |  | Effective Date |
|--|--|--|----------------|
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## EHRP Public Queries

| Name                                  | Purpose   | Parameters                            | Data Provided  |
|---------------------------------------|---|---------------------------------------|--|
| HE0046 - Row level Security By Deptid | This report shows row level security codes and their associated admin codes by Set ID and Deptid. When the Deptid is entered a list of Row Level codes are generated with the identifier if that Admin Code is accessible or not under that Row Level security code | Set ID<br>Deptid                      | Row Level Security Code<br>Set ID<br>Deptid<br>Access (Y or N)   |
| HE0047 - End of Year Budget Report    | This report could be run at the end of each fiscal year for budget documents  | Set ID                                | Name<br>Pay plan<br>Occ series<br>Grade<br>Step<br>Position Title<br>Annual salary<br>Supv/Mgr code<br>Tenure code<br>Deptid         |
| HE0048 - Performance Ratings          | This report provides Employee performance by organization and then the date of last rating  | Set ID                                | Deptid<br>Name<br>Position Title<br>Pay plan<br>Occ series<br>Grade<br>Review Effective Date<br>Review Through Date<br>Review Rating |
| HE0049 - CAN#s                        | This report provides a list of all Employees by CAN   | Set ID                                | Employee Name<br>Position Title<br>Pay Plan<br>Occ Series<br>Grade<br>Deptid<br>CAN<br>Manager Level<br>Bargaining Unit              |
| HE0050 - WGI Old Review Date          | This report shows Employees due for a WGI by due date with last review date less than another prompt  | WGI Due Date<br>15 Month<br>From Date | Emplid<br>Employee Name<br>Deptid<br>WGI Due Date<br>Effective Date  |

## EHRP Public Queries

| Name   | Purpose   | Parameters                  | Data Provided   |
|--|---|-----------------------------|---|
| HE0051 - WGI review rating less than 3         | This report shows Employees due for a WGI with a review rating less than 3                  | WGI Due Date                | Emplid<br>Employee Name<br>Deptid<br>WGI due date<br>Effective Date<br>Rating   |
| HE0052 - National Disaster Medical System      | This is a report of appointed members to the National Disaster Medical Team                 | None                        | Employee Name<br>Position Title<br>Occ series<br>Grade<br>Work Schedule<br>Deptid<br>SSN  |
| HE0053 – Employees in the Union by Deptid      | This report provides a list of only Employees who are in Bargaining Units. Sorted by Deptid | None                        | Deptid<br>Employee Name<br>Bargaining Unit<br>Pay Plan<br>Occ Series<br>Grade<br>Official Title<br>Job Code<br>Location Code<br>Union Code                                    |
| HE0054 – Job Requisitions by Recruiting Office | Reports all Recruit requests and their WIP status   | Set ID<br>Recruiting Office | Job Requisition #<br>Job Code<br>WIP status<br>Status Date<br>Position<br>Location  |
| HE0055 – Job Requisitions w/ tracking          | Reports job requisition and tracking information  | Start Date<br>End Date      | Job Requisition #<br>Open Date<br>Job Code<br>Position<br>Location<br>Date Established<br>WIP Sequence<br>Action Date<br>WIP Status<br>User<br>Override Operator ID<br>Emplid |
| HE0056 – Employees and leave assigned          | Reports leave plans for Employees   | Set ID<br>Deptid            | Emplid<br>Employee Name<br>Deptid<br>Service Date<br>Leave Plan   |

## EHRP Public Queries

| Name                                      | Purpose   | Parameters            | Data Provided   |
|---|---|-----------------------|---|
| HE0057 – Employees not assigned leave     | Reports those Employees with no leave plan assignment | Set ID<br>Deptid      | Emplid<br>Employee Name<br>Deptid<br>Service Date   |
| HE0058 – Wage Grade Employees             | Reports all wage grade Employees (WG, WL, WS)         | Set ID<br>Deptid Like | SSN<br>Emplid<br>Employee Name<br>Effective Date<br>LEI Date<br>Pay Plan<br>Grade<br>Step<br>Salary<br>Salary Plan<br>Location<br>Deptid<br>Hire Date<br>Service Date<br>Jobcode<br>Position Number<br>Series<br>WGI Due Date |
| HE0059 – Series Listing                   | Used for Drug Testing                                 | Set ID                | Occupational Series<br>Job Code<br>Pay Plan<br>Grade<br>Official position Title<br>Employee Name<br>Manager Level<br>Bargaining Unit<br>FLSA Status<br>Deptid   |
| HE0060 – All Employees – Prompt by Deptid | Reports all Employees within a department             | Set ID<br>Deptid      | Deptid<br>Emplid ID<br>Employee Name<br>SSN<br>Birth Date<br>Last Name<br>First Name<br>Middle Initial  |

## EHRP Public Queries

| Name  | Purpose   | Parameters   | Data Provided   |
|---|---|--|---|
| HE0061 – BUS Info on all EES                  | Reports all Employees Bargaining unit identification  | None   | Employee Name<br>SSN<br>Emplid ID<br>Job Title<br>Occupational Series<br>Grade<br>Manager Level<br>Bargaining Unit<br>Union Code                              |
| HE0062 – All Employees WGI Start – Appt Limit | Reports data for all Employees for a particular department                                  | Set ID<br>Deptid   | Deptid<br>Employee Name<br>Job Title<br>SSN<br>Pay plan<br>Grade<br>Step<br>Work Schedule Code<br>LEI Date<br>Hire NTE Date<br>Occ Series<br>Department Descr |
| HE0063 – TSP Open Season – Hire Date Prompt   | Report to show all Employees covered under FERS only (Retirement code = K) for TSP purposes | Hire From Date<br>Hire Thru Date<br>Setid<br>Deptid Like | Name<br>Address<br>City<br>State<br>Zip<br>Hire Date<br>Flat Amount<br>Contribution<br>Percentage<br>Contribution   |
| HE0064 – Health Benefits Open Season          | Report shows Employees name and Health Benefit Enrollment Code                              | None   | Name<br>Address<br>City<br>State<br>Zip<br>Benefit Plan<br>Coverage Code  |
| HE0065 – Special Benefits Open Season         | Report all Employees in benefit plan entered at prompt                                      | Benefit Plan   | Set ID<br>Deptid<br>Name<br>Address<br>City<br>State<br>Zip<br>Benefit Plan   |

## EHRP Public Queries

| Name                                  | Purpose  | Parameters  | Data Provided  |
|---------------------------------------|--|---|--|
| HE0066 – Occupational Codes           | This report shows personnel attached to specific occupational series codes | Occupational Series<br>Set ID<br>Deptid   | Occupation Series<br>Emplid ID<br>Employee Name<br>Grade<br>Step<br>Position Title<br>LEI date<br>EOD date<br>Deptid<br>Location<br>Location Description<br>Jobcode<br>Tenure<br>Appointment Not To Exceed Date<br>Bargaining Unit |
| HE0067 – PAS Interim with ratings     | Provides a list of Employees that have performance ratings                 | EOD date greater than or equal to<br>EOD date less than or equal to<br>Set ID<br>Deptid | Emplid ID<br>Employee Name<br>Deptid<br>EOD Date<br>Tenure Code<br>Hire NTE date<br>Performance Rating   |
| HE0068 – PAS Interim without ratings. | Provides a list of Employees without performance ratings                   | EOD date greater than or equal to<br>EOD date less than or equal to<br>Set ID<br>Deptid | Emplid ID<br>Employee Name<br>Deptid<br>EOD Date<br>Tenure Code<br>Hire NTE date   |
| HE0069 – New Hires/Hire Date Between  | Identifies new hires from dates entered at prompt                          | Hire From Date<br>Hire Thru Date<br>Setid<br>Deptid like                                | Hire Date<br>Employee Name<br>Bargaining Unit<br>Service Date<br>Deptid<br>Title<br>Tenure<br>Emplid<br>Work Schedule<br>NOA Code<br>NOA Extension<br>Pay Plan   |

## EHRP Public Queries

| Name                           | Purpose   | Parameters                    | Data Provided  |
|--------------------------------|---|-------------------------------|--|
| HE0070 – TSP Status Code       | All Employees in retirement code K, C, or 1, run by EOD greater than date entered                         | Hire Date<br>Set ID<br>Deptid | Emplid ID<br>Employee Name<br>Retirement Code<br>Hire Date<br>Plan<br>TSP Status Code<br>TSP Status Date<br>SCD TSP  |
| HE0071 – No TSP Status Code    | All Employees in retirement code K, C, or 1, run by EOD greater than date entered with no TSP status code | Hire Date<br>Set ID<br>Deptid | Emplid ID<br>Employee Name<br>Retirement Code<br>Hire Date<br>SCD TSP  |
| HE0072 – Uniform Allowance     | All Employees receiving uniform allowance (earnings code = UPP)   | Set ID<br>Deptid              | Position<br>Employee Name<br>Position Title<br>Grade<br>Deptid<br>Uniform Allowance Amount   |
| HE0073 – No Uniform Allowance  | All Employees not receiving uniform allowance   | Set ID<br>Deptid              | Position<br>Employee Name<br>Position Title<br>Grade<br>Deptid   |
| HE0074 – Employees by Position | Employees by position sorts by occupation series, position title, and grade                               | Set ID<br>Deptid              | Emplid ID<br>Employee Name<br>Position Title<br>Grade<br>Position Number<br>Job Code<br>Deptid<br>Pay Plan<br>Step<br>Occupational Series<br>Salary<br>SSN<br>WGI Due Date<br>WGI LEI Date |

## EHRP Public Queries

| Name   | Purpose   | Parameters                                 | Data Provided  |
|--|---|--|--|
| HE0075 – NTE Date Between From/Thru Date         | Provides a list of Appointment NTE expirations for a period of time               | Set ID<br>Deptid<br>Start Date<br>End Date | Deptid<br>Emplid ID<br>Employee Name<br>Job Code<br>Job Title<br>Pay Plan<br>Grade<br>Step<br>Salary<br>Position Number<br>Regular/Temp<br>Full/Part Time<br>Standard Hours<br>Hire NTE Date |
| HE0076 – Possible Conversion to Career Appt/Hire | Reports those with Tenure code 1 or 2, sorts by admin code then SCD LVE ascending | Hire Date<br>Set ID<br>Deptid              | Emplid ID<br>Employee Name<br>Position Occupied<br>Hire Date<br>Service Date<br>Tenure Code<br>Emplid Class<br>Deptid<br>Position  |
| HE0077 – Possible Conversion to Career Appt/SCD  | Reports those with Tenure code 1 or 2, sorts by admin code then SCDLVE ascending  | Service date<br>Set ID<br>Deptid           | Emplid ID<br>Employee Name<br>Position Occupied<br>Hire Date<br>Service Date<br>Tenure<br>Emplid Class<br>Deptid<br>Position   |
| HE0078 – Bargaining unit/w retire data           | Bargaining Unit Employees and retirement plan                                     | Set ID<br>Deptid                           | Name<br>Bargaining Unit<br>Service Date<br>Deptid<br>Position Title<br>Occ series<br>Grade<br>Hire Date<br>Retirement Plan   |

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| Name                                   | Purpose   | Parameters                                    | Data Provided   |
|--|---|---|---|
| HE0079 – Actions processed by Deptid   | Reports all action with WIP status of processed between dates entered at prompts  | Set ID<br>Start Date<br>End Date              | Deptid<br>Emplid ID<br>Name<br>Effective Date<br>Effective Sequence<br>NOA Code<br>NOA Ext<br>WIP Status  |
| HE0080 – Appointment Expiration Report | Reports those Employees with appointment expiration between dates entered at prompt                                       | Set ID<br>Deptid<br>From Date<br>Through Date | Emplid ID<br>Employee Name<br>Deptid<br>Hire NTE Date   |
| HE0081 – Staffing Run/Deptid           | Same as HE0010 except added additional fields, prompt by deptid like, and am pulling the most current employee row        | Set ID<br>Deptid like                         | Deptid<br>SSN<br>Name<br>Job Title<br>Pay plan<br>Occ Series<br>Grade<br>Step<br>Salary<br>Acct Code<br>Reg/Temp<br>Full/Part Time<br>Job Code<br>Manage Level<br>Standard Hours<br>Data Control NTE date<br>Employment NTE date<br>Service Date<br>First Name<br>Middle Name<br>Last Name<br>Emplid<br>FLSA Status<br>Bargaining Unit<br>Position Number |
| HE0082 – Address Master                | This report provides a list of addresses for the Employees within the admin code range of the Employee running this query | None  | SSN<br>Last Name<br>Loc Code<br>Address<br>City<br>State<br>Zip   |

## EHRP Public Queries

| Name  | Purpose   | Parameters                                       | Data Provided   |
|---|---|--|---|
| HE0083 – Direct Deposit/Effective between   | List all direct deposits effective between dates entered at prompt  | Set ID<br>Deptid<br>PP Begin Date<br>PP End Date | Name<br>Deptid<br>Effective Date<br>Priority<br>Account Number<br>Bank ID   |
| HE0084 - Allotments/Effective between dates                                       | List all allotments effective between dates entered at prompt   | Set ID<br>Deptid<br>PP Begin Date<br>PP End Date | Name<br>Deptid<br>Deduction Code<br>Effective Date<br>Rate/Percentage<br>Rate/Flat Amount   |
| HE0085 – Security – Dup Emplid Found  | When entering Emplid into security profiles you may receive the Warning -- Emplid = '??' assigned to another user. Use this query to enter Emplid and find other profiles attached to same Emplid | Emplid   | User ID<br>Description<br>Permission List   |
| HE0086 – Employee Report, Provides retirement information for a list of Employees | EHRP uses the row level (admin code) security for the person running this report to filter which Employees appear on the list   | Setid<br>Deptid Like                             | Employee Name<br>Service Date<br>Deptid<br>Position Title<br>Occ Series<br>Grade<br>Retirement<br>SSN<br>Pay Plan<br>Step<br>Reg/Temp<br>Full/Part Time<br>Hire Date<br>Birthdate<br>Salary<br>Type Appt<br>Bargaining Unit |
| HE0087 – Track number of EEO's by IT series                                       | This query allows Agencies to track number of Employees in IT series  | Set ID<br>Deptid                                 | Deptid<br>Occ Series<br>Count ID  |

## EHRP Public Queries

| Name                                 | Purpose   | Parameters                                     | Data Provided  |
|--------------------------------------|---|--|--|
| HE0088 – Addresses keyed during a PP | Reports address information for Employees with noa of 9995 done between dates entered at prompt | Effective date between<br>Setid<br>Deptid like | Emplid<br>National_id<br>Name<br>Address<br>City<br>State<br>Zip<br>Deptid   |
| HE0089 – Addresses keyed             | Reports address information for Employees with noa of 9995                                      | Setid<br>Deptid like                           | Emplid<br>National_id<br>Name<br>Address<br>City<br>State<br>Zip<br>Deptid   |
| HE0090 – Personnel Listing           | Listing of Personnel  | Setid<br>Deptid like                           | National_id<br>Name<br>Title<br>Series<br>Grade<br>EOD<br>Deptid<br>Deptname   |
| HE0091 – Award Listing               | Listing of awards   | Effective date between<br>Setid<br>Deptid like | Name<br>Location<br>Deptid<br>Action<br>Action Reason<br>Award Amount<br>Time Off<br>Effective Date<br>Processor             |
| HE0092 – Managers by Department ID   | List of managers by department id with position number  | Setid<br>Deptid like                           | Deptid<br>Department Name<br>Name<br>Position Number<br>Jobcode<br>Manger level<br>Grade<br>Step<br>Date LEI<br>WGI Due Date |

## EHRP Public Queries

| Name   | Purpose  | Parameters                        | Data Provided  |
|--|--|-----------------------------------|--|
| HE0093 – Job Requisitions/Row Level Security | Job Requisitions that were opened between dates entered at prompts. Returns all rows based on users row level security | Open date between dates at prompt | Open Date<br>Recruiting Office<br>Recruiting Office Description<br>Requisition Number<br>Requisition Status<br>Status Date<br>WIP Status<br>Jobcode<br>Position Number<br>Regular/Temporary<br>Full/Part Time<br>Staffing Specialist |
| HE0094 – Alpha Listing                       | This report provides a list of Employees   | Business Unit                     | Name<br>Official Position Title<br>Jobcode<br>National ID<br>Service Comp Date<br>Pay Plan<br>Occupational Series<br>Grade<br>Step<br>Salary<br>Deptid<br>Home Address   |
| HE0095 – EHRP link to DMAT                   | Data is needed from the EHRP system so that DMAT does not need to enter redundant information                          | None                              | First Name<br>Middle Name<br>Last Name<br>Social Security #<br>Home Address<br>Job Title<br>Series<br>Grade<br>Deptid<br>Work schedule   |

## EHRP Public Queries

| Name                                  | Purpose  | Parameters   | Data Provided  |
|---------------------------------------|--|--|--|
| HE0096 – WGI Due date, prompt for LEI | Report needed to check that an Employee did not miss their wage grade increase   | Pay period end date<br>The first character of the pay plan step between LEI Date | Pay Period End Date<br>First Character Pay Plan<br>Step From<br>Step to<br>LEI date between, Emplid<br>Name<br>Pay Plan<br>National ID<br>Grade<br>Step<br>Salary<br>Salary Table<br>LEI Date<br>WGI Due Date<br>Work Schedule<br>Reports To<br>Pay Rate Determinant<br>Appointment Not To Exceed Date |
| HE0097 – Reemployed Annuitants        | We are working on the annual cost of living adjustments for our reemployed annuitants and we do not want to miss anyone. We need a report to show all the annuitants, the codes are 1, A, 4, C, 5, and E | Setid  | Deptid<br>National ID<br>Emplid<br>Annuity Indicator<br>Deptname   |
| HE0098 – LEAP (Availability) Pay      | Reports occ series 1811 that are receiving availability pay earnings code AVL  | None   | Deptid<br>Name<br>National ID<br>Salary<br>Availability Pay<br>Emplid<br>Occ Series  |
| HE0099 – Subsistence Deduction        | Reports all Employees with a subsistence deduction being taken   | Deptid Like  | Name<br>National ID<br>Deptid<br>Deduction Code  |

## EHRP Public Queries

| Name                                | Purpose  | Parameters | Data Provided  |
|-------------------------------------|--|------------|--|
| HE0100 – Pay Rate Determinant J & K | Reports all Employees with a pay rate determinant of J or K                                    | None       | Name<br>Emplid<br>Pay Plan<br>Grade<br>Step<br>Base Salary<br>Total Salary<br>Pay Rate Determinant<br>Deptid   |
| HE0101 – Deptid out of Sync         | Reports all Employees where their job deptid does not equal their position data deptid         | None       | Emplid<br>Name<br>Pay Plan<br>Occupational Series<br>Grade<br>Position Title<br>Position Number<br>Jobcode<br>Deptid (Job)<br>Deptid (Position Data)                   |
| HE0102 – Jobcode out of Sync        | Reports all Employees where their job jobcode does not equal their position data jobcode       | None       | Emplid<br>Name<br>Deptid<br>Pay Plan<br>Occupational Series<br>Grade<br>Position Title<br>Position Number<br>Jobcode (Job)<br>Jobcode (Position Data)                  |
| HE0103 – Reports To out of Sync     | Reports all Employees where their job Reports To does not equal their position data Reports To | None       | Emplid<br>Name<br>Deptid<br>Pay Plan<br>Occupational Series<br>Grade<br>Position Title<br>Position Number<br>Jobcode<br>Reports To (Job)<br>Reports To (Position Data) |

## EHRP Public Queries

| Name                                    | Purpose  | Parameters   | Data Provided  |
|---|--|--|--|
| HE0104 – Drug Test                      | Used for Drug Testing, only pulls those Employees where government drug testing required is set to 'Y' within the position data panels | Set ID   | Occupational Series<br>Job Code<br>Pay Plan<br>Grade<br>Official position Title<br>Employee Name<br>Manager Level<br>Bargaining Unit<br>FLSA Status<br>Drug Testing Required |
| HE0105 – IHS Retention Allowances       | List Employees with a NOA code of 810a   | None   | ID<br>Name<br>NID<br>NOA Code with Ext<br>Effective Date<br>Amount<br>Deptid<br>Not To Exceed Date<br>Occ Series<br>Title<br>Grade   |
| HE0106 – PCA pay – Prompt for End Date  | Provides data regarding PCAs including effective dates and end dates   | Service Agreement<br>End Date does not exceed date entered at prompt | Emplid<br>Name<br>Deptid<br>Service Agreement Type<br>Effective Date<br>End Date<br>Service Date   |
| HE0107 – Hires/Terminations prompt date | Reports anyone who had a NOA code beginning with 1 or 3 between the dates entered a prompt   | Effective date<br>From and Through                                   | NOA Code<br>National ID<br>Name<br>Deptid<br>Effective Date<br>Effective Sequence<br>WIP Status<br>Legal Authority   |
| HE0108 – Position Override Left On      | Reports any Employee who has position override turned on within their job records  | None   | Deptid<br>Name<br>Emplid<br>Effective<br>Action<br>Action Reason   |

## EHRP Public Queries

| Name   | Purpose  | Parameters                    | Data Provided  |
|--|--|-------------------------------|--|
| HE0109 – Disaster Roster by Location               | List all Employees by location at prompt to be used in the event of a disaster need Employee and supervisor home address                     | Location                      | Location<br>Location Description<br>Name<br>Address<br>City<br>State<br>Postal<br>Home Phone<br>Deptid<br>Department Name<br>Supervisor  |
| HE0110 – Employee Deductions                       | List Employees receiving deduction entered at prompt   | Deduction Code<br>Deptid Like | Deptid<br>Name<br>Emplid<br>Position Number<br>Deduction Calculation<br>Deduction Amount<br>Deduction Code<br>National id<br>Distribution Code   |
| HE0111 – Special Pay /No Special Rate              | List Employees where the pay rate determinant is not (5,6,X) and Special Pay Table not (0000, 0200, 0400, CRS1-CRS4, 027R, 099R, 083R, WT10) | None                          | Name<br>Emplid<br>Salary Plan<br>Grade<br>Step<br>Base Rate<br>Locality Adjustment<br>Salary<br>Pay Rate Determinant<br>Deptid   |
| HE0112 – SGE (Special Government Employees) Report | SGE Employees which include all members, consultants, and experts (pay plans EI, EG & EE)  | Business Unit                 | Emplid<br>Name<br>Ben Rcd#<br>Pay Plan<br>Occ Series<br>Title<br>Position<br>Job Code<br>Deptid – Job Data<br>Deptid – Position Data<br>Hire NTE Date<br>Comprate<br>Pay Basis<br>Total Salary |

## EHRP Public Queries

| Name                                    | Purpose  | Parameters  | Data Provided  |
|---|--|---|--|
| HE0113 – Current Employees NID/Emplid   | This report retrieves rows for current Employees with basic Emplid, SSN information, and sorts by Name | Setid<br>Deptid Like                              | Emplid<br>Name<br>National ID<br>Deptid  |
| HE0114 – Tax Query                      | Reports federal and state taxes  | Setid<br>Deptid Like                              | Name<br>National ID<br>Emplid<br>Federal Tax<br>Withholding<br>Federal Marital Status<br>Effective<br>State tax State<br>State Withholding<br>State Marital Status<br>Hire Date (EOD)        |
| HE0115 – Awards w/Occ Series            | Awards info for all GS/GM Employees who received the following NOA's 8400, 8410, 8460, 8470            | Effective Date<br>Between<br>Setid<br>Deptid Like | Name<br>Pay Plan<br>Grade<br>Step<br>Occ Series<br>Deptid<br>Department Name<br>Bargaining Unit<br>Action<br>Action Reason<br>Award Action Date<br>Award pay<br>Award Hours<br>Manager Level |
| HE0116 – No Federal Tax Withholding     | To report Employees with no federal tax withholding  | Setid<br>Deptid Like                              | Name<br>National ID<br>Emplid<br>Hire Date (EOD)   |
| HE0117 – Federal Tax – no State Withhld | To report Employees with Federal tax withholding but no state tax withholding                          | Setid<br>Deptid Like                              | Name<br>National ID<br>Emplid<br>Federal Tax<br>Withholding<br>Federal Marital Status<br>Effective<br>Hire Date (EOD)  |

## EHRP Public Queries

| Name                                    | Purpose  | Parameters  | Data Provided   |
|---|--|---|---|
| HE0118 – Quality Increase               | Awards info for all GS/GM Employees who received the following noa 8920  | Effective Date<br>Between<br>Setid<br>Deptid Like             | Name<br>Pay Plan<br>Grade<br>Step<br>Occ Series<br>Deptid<br>Department Name<br>Bargaining Unit<br>Action<br>Action Reason<br>Noa Description<br>Accounting Code        |
| HE0119 – No Pay Adjustment              | All employees missing an action of PAY action reason of ADJ as of date entered at prompt   | Effective date of Pay Adjustment<br>Setid<br>Deptid Like      | Emplid<br>Name<br>National Id<br>Deptid<br>Pay Plan<br>Grade<br>Step<br>Effective date<br>Noa code<br>Occ Series<br>Base Salary<br>Locality Adjustment<br>Location Code |
| HE0120 – ASC/ASC Action/Action Reason   | Report of personnel with a job record with an action of ASC (Intl Assignment Completion) and action reason of ASC (Assignment Completion). These were entered incorrectly into EHRP. | Setid<br>Deptid Like  | Emplid<br>Name<br>National Id<br>Employee Status<br>Action<br>Action Reason<br>Effective date of action<br>Deptid   |
| HE0121 – Employee Name Previous/Current | Reports those employees with a name change (par 7800) effective between dates entered at prompt  | Setid<br>Deptid Like<br>Effective dates between dates entered | National ID<br>Deptid<br>Emplid<br>Effective Date Current<br>Name<br>Current Name<br>Previous Name<br>Effective Date<br>Previous Name                                   |

## EHRP Public Queries

| Name                                   | Purpose  | Parameters  | Data Provided  |
|--|--|---|--|
| HE0122 – Actions Processed by Userid   | Actions processed by Userid of the person who processed the action. Used to conduct task analysis and see who processed which actions.                                 | Setid<br>Deptid Like<br>Effective dates between dates entered | Deptid<br>Emplid<br>Name<br>Effective Date<br>Effective Sequence<br>NOA Code<br>NOA Extension<br>WIP Status<br>User ID<br>User Date Worked<br>Date Worked WIP Status   |
| HE0123 – Union Eligible                | Used to determine who is eligible for different unions   | Setid<br>Deptid<br>Between (FROM – TO)                        | Jobcode<br>Employee Name<br>Official Position Title<br>Pay Plan<br>Occupational Series<br>Grade<br>BUS Unit<br>Supv Level<br>Deptid  |
| HE0124 – Bargaining Unit out of Sync   | Reports all Employees where their job bargaining unit does not equal their position data bargaining unit   | Setid   | Deptid<br>Emplid<br>Name<br>Pay Plan<br>Occupational Series<br>Grade<br>Position Title<br>Position Number<br>Jobcode<br>Bargaining Unit (Job)<br>Bargaining Unit (Position Data)<br>Bargaining Unit (Job Code Table) |
| HE0125 – Inactive Deptid w/Active EE's | Reports active employees who are attached to inactive departments. Either the employees need to be moved to active departments or the departments need to be activated | Setid<br>Deptid Like  | Deptid<br>Emplid<br>Name   |

## EHRP Public Queries

| Name                                     | Purpose                                   | Parameters  | Data Provided  |
|--|---|---|--|
| HE0126 – PSP with amounts                | PSP personnel and their other pay amounts | PSP End Date<br>Greater than date entered<br>Setid<br>Deptid          | Deptid<br>Name<br>Grade<br>Step<br>Base Salary<br>Locality Pay<br>Other Pay Code<br>Other Pay Description<br>Other Pay Amount<br>SSN<br>Emplid       |
| HE0127 – Wage Grade Survey               | Report used for annual wage grade survey  | Setid<br>Deptid Like<br>Hire Date Less Than<br>Sal Admin<br>Plan Like | Department Name<br>City<br>State<br>Position Title<br>Occupation Code<br>Pay Plan<br>Grade<br>Employee Name<br>Hire Date<br>Salary Plan              |
| HE0128 – Mgr/Supv Code                   | Report with Mgr/Supv Code                 | Setid<br>Deptid Like  | Deptid<br>Name<br>Position Title<br>Pay Plan<br>Series<br>Grade<br>Manager/Supervisory Code  |
| HE0129 – Data Elements Concerning Salary | Data Elements Concerning Salary           | Setid<br>Deptid Like  | Name<br>Emplid<br>Occupation Series<br>Pay Rate Determinant<br>Pay Plan<br>Salary Plan<br>Grade<br>Step<br>Comprate<br>Locality Adjustment<br>Deptid |

## EHRP Public Queries

| Name                                   | Purpose   | Parameters   | Data Provided  |
|--|---|--|--|
| HE0130 – List FEGLI actions/Pay Period | List the actions entered between the dates entered at prompt (using coverage election date) | Pay Period<br>Start Date<br>Pay Period<br>End Date | Business Unit<br>Deptid<br>Emplid<br>Name<br>Benefit Plan<br>Action Effective Date<br>Date Processed   |
| HE0131 – List FEHB actions/Pay Period  | List the actions entered between the dates entered at prompt (using coverage election date) | Pay Period<br>Start Date<br>Pay Period<br>End Date | Business Unit<br>Deptid<br>Name<br>Emplid<br>Benefit Plan<br>Effective Date<br>Election Date<br>Oprid<br>Date Action processed   |
| HE0132 – List TSP actions/Pay Period   | List the actions entered between the dates entered at prompt (using coverage election date) | Pay Period<br>Start Date<br>Pay Period<br>End Date | Business Unit<br>Deptid<br>Name<br>Emplid<br>Flat Amount<br>% of Gross<br>Effective Date<br>Coverage Election date<br>Oprid<br>Noa Code<br>Noa Extension<br>Date Processed |
| HE0133 – Employee Count by POI         | Need to be able to count employees in EHRP by POI   | Business Unit                                      | POI<br>POI Description<br>Count  |
| HE0134 – EHRP Account Code/CAN Table   | Report of the accounting code table   | Account Code<br>Like                               | Account Code<br>Effective Date<br>Effective Status<br>Project ID   |
| HE0135 – Count FT and PT/FERS and CSRS | Counts by retirement plan and then full/part-time based on deptid like entered at prompt    | Setid<br>Deptid like                               | Retirement Plan<br>Full/Part-Time<br>Count   |

## EHRP Public Queries

| Name                                   | Purpose   | Parameters   | Data Provided   |
|--|---|--|---|
| HE0136 – Termination Report Conversion | Employees with EOD no later than prompt date and NTE date that show a conversion action has been done | Setid<br>Deptid Like<br>Hire Date not Greater than   | Emplid<br>Name<br>Position Title<br>Hire Date<br>Action Effective Date<br>Action<br>Reason<br>Action NOA Code<br>Action NTE Date<br>Deptid<br>Department<br>Description                           |
| HE0137 – Retirement and Separations    | NOA Codes 301-302-303 & 317   | Setid<br>Deptid Like<br>Effective date of Separation | Employee Name<br>Emplid<br>Effective Date of Separation<br>Deptid<br>Department<br>Description<br>Title<br>Series<br>Grade<br>NOA Code<br>NOA Extension<br>Service Date<br>Birthdate<br>Hire Date |
| HE0138 – Education Data Report         | Reports Education Data  | Setid<br>Deptid Like                                 | Deptid<br>Department<br>Description<br>Employee Name<br>Pay Plan<br>Grade<br>Series<br>Manager Level<br>Education Level<br>Year of Degree<br>Major  |

## EHRP Public Queries

| Name                                   | Purpose  | Parameters   | Data Provided  |
|--|--|--|--|
| HE0139 – Schedule C and SES Non-Career | Used for verifying information in the OPM System. Pulls all employees with a type appointment of Schedule C (Except Svc Perm), Schedule C (Except NonPerm), or Noncareer (Senior Exec Perm). | Setid<br>Deptid Like                               | Name<br>Emplid<br>Deptid<br>Position Number<br>Title<br>Location<br>Type of Appointment<br>Conv Begin Date<br>Career Conv Date<br>Career-Cond Conv Date<br>Reports To<br>Reports To Name<br>Reports To Title |
| HE0140 – TSP-22 Loan Start/Stop        | List the actions entered between the dates entered at prompt (using Loan election date where deduction code either ADTSP or ADTSP2)  | Pay Period<br>Start Date<br>Pay Period<br>End Date | Business Unit<br>Deptid<br>Name<br>Emplid<br>Deduction Code<br>Deduction End Date<br>Deduction Amount<br>NOA code<br>NOA Extension<br>Oprid  |
| HE0141 – TSP Under Deduction           | List the actions entered between the dates entered at prompt (using action effective date where noa code = '963')  | Pay Period<br>Start Date<br>Pay Period<br>End Date | Business Unit<br>Deptid<br>Name<br>Emplid<br>Under Deduction Pay Code<br>Effective Date<br>Action Processed<br>Date<br>Oprid   |
| HE0142 – PCA Report                    | PCA report which includes start date and amount of PCA   | N/A  | Deptid<br>Emplid<br>Name<br>Title<br>Grade<br>PCA Effective Date<br>Earnings Code<br>Code Description<br>Amount<br>PCA End Date  |

## EHRP Public Queries

| Name   | Purpose   | Parameters   | Data Provided  |
|--|---|--|--|
| HE0143 – EE’S not receiving mass review              | Reports employees who do not receive a new employee review row in EHRP during the mass update. Looks for employees with a WGI due date <= date entered during prompt (which should be 15 months later than due date entered in next prompt) it then prompts for employee review effective date) | WGI Due date<=<br>Employee Review Date=                      | Deptid<br>Pay Plan<br>Emplid<br>Name<br>WGI Due Date   |
| HE0144 – Non-Pay Status with NTE Date                | Identify employees with an inactive status and report their leave/suspension not to succeed date  | Setid  | Name<br>Address<br>Employee Status<br>Leave/Suspension Effective Date<br>NOA Code<br>NTE Date<br>Deptid<br>National ID<br>Emplid   |
| HE0145 – Eligible for Early Retirement               | Used to pull employees based on age and service date. Only retirement codes K, 1, or C  | Service Date <=<br>Birthdate <=<br>Setid<br>Deptid Like      | Service Date<br>Retirement Plan<br>Birth Date<br>Name<br>Deptid<br>Job title<br>Occ Series   |
| HE0146 – MRA + 10 Minimum Retirement Age (FERS only) | Used to pull employees based on age and service date. Only retirement codes K   | Service Date Between<br>Birthdate <=<br>Setid<br>Deptid Like | Service Date<br>Retirement Plan<br>Birth Date<br>Name<br>Deptid<br>Job title<br>Occ Series   |
| HE0147 – Medical Officers Series 0602                | Reports all Occ Series 0602 employees with add on's that begin with Z   | N/A  | Name<br>Grade<br>Step<br>Base salary<br>Locality<br>Total salary<br>Service date<br>PCA amount<br>Contract Start Date<br>Contract End Date<br>Deptid<br>Pay Rate Determinant |

## EHRP Public Queries

| Name   | Purpose   | Parameters   | Data Provided  |
|--|---|--|--|
| HE0148 – Series 0602<br>No Add On's  | Same as HE0147 only this report does not have add on information  | N/A  | Name<br>Grade<br>Step<br>Base salary<br>Locality<br>Total salary<br>Service date<br>Contract Start Date<br>Contract End Date                             |
| HE0149 – Series 0602<br>Rec/PSP No PCA   | Same as HE0148 only this report pulls those employees who are receiving PSP but not receiving PCA   | N/A  | Name<br>Grade<br>Step<br>Base salary<br>Locality<br>Total salary<br>Service date<br>Contract Start Date<br>Contract End Date                             |
| HE0150 – Series 0602<br>PCA & Bonus – <b>THIS IS A DBAQRY – it has to be run by a member of the technical staff so users must either call the help desk or enter a help poc ticket to request this report.</b> | Same as HE0148 only this report reports those who receive PCA and received a relocation bonus or recruitment bonus between dates entered at prompt. | Award effective date between dates entered<br>Business Unit                | Name<br>Grade<br>Step<br>Base salary<br>Locality<br>Total salary<br>Service date<br>Contract Start Date<br>Contract End Date<br>Noa Code<br>Bonus Amount |
| HE0151 – Series 0602<br>PCA & Retention Allowance  | Same as HE0148 only this report reports those who receive PCA and receiving Retention Allowance   | N/A  | Name<br>Grade<br>Step<br>Base salary<br>Locality<br>Total salary<br>Service date<br>Contract Start Date<br>Contract End Date                             |
| HE0152 – TSP actions/Pay Period but excludes those inserted through a mass/mask process  | List the actions entered between the dates entered at prompt (using coverage election date)   | Pay Period<br>Start Date<br>Pay Period<br>End Date<br>Setid<br>Deptid Like | Deptid<br>Name<br>Emplid<br>National ID<br>Flat Amount<br>% of Gross<br>Coverage Elect Code<br>Oprid   |

## EHRP Public Queries

| Name  | Purpose   | Parameters                                  | Data Provided   |
|---|---|---|---|
| HE0153 – Employees missing address info   | Reports those employees missing street, city, state or zip code information in EHRP, excludes commissioned corps personnel                                    | Setid<br>Deptid Like                        | Setid<br>Deptid Like<br>Name<br>Street<br>City<br>State<br>Zip Code   |
| HE0154 – Disabilities not 01 or 05 – <b>This is a private query only run for those with EEO authorization– it has to be run by a member of the technical staff so users must either call the help desk or enter a help poc ticket to request this report.</b> | Reports those employees hired during the quarter who have a disability code not equal to 01 or 05   | Setid<br>Hire date<br>between               | Deptid<br>Position Title<br>Occ Series<br>Grade<br>Type Appointment<br>Hire Date<br>Disability Code   |
| HE0155 – Staff list – includes vacancies  | Reports all positions including vacancies   | Setid<br>Deptid Like                        | Deptid<br>Jobcode<br>Position Number<br>Position Title<br>Pay Plan<br>Occ Series<br>Grade<br>Emplid<br>Name<br>Manager Level<br>Bargaining Unit<br>FLSA Status<br>Step<br>Hire Date |
| HE0156 – OPM Actions entered after date   | Provides a count of the number of PARs processed since date entered at prompt. Looks for all PARs beginning with 1,2,4,5,7, and 8 but excludes actions of AWD | Setid<br>Actions<br>processed<br>after date | Emplid<br>Count   |

## EHRP Public Queries

| Name  | Purpose  | Parameters  | Data Provided  |
|---|--|---|--|
| HE0157 – Series 0602 Rec/PCA & 9580 noa<br><b>THIS IS A DBAQRy – it has to be run by a member of the technical staff so users must either call the help desk or enter a help poc ticket to request this report.</b> | All PCA's received for each fiscal year – nature of action code = 9580                             | Effective date between                            | Deptid<br>Name<br>Service Date<br>Total Salary<br>Earnings Code<br>Amount<br>Contract Effective Date<br>Contract End Date                      |
| HE0158 – RIF Classification   | IHS needed to have access to a report that captures Indian Preference Information for RIF purposes | Setid<br>Deptid Like                              | Deptid<br>Name<br>Tenure Code<br>Service Date<br>Employee Classification (Indian Preference)<br>Hire Date                                      |
| HE0159 – Grade Entry Report   | Reports grade entry date   | Setid<br>Deptid Like                              | Deptid<br>Emplid<br>National ID<br>Name<br>Pay Plan<br>Series<br>Grade<br>Step<br>Salary<br>Pay Basis<br>Grade Entry Date<br>LEI Date<br>Title |
| HE0160 – EE's by Grade  | Provides a list of employees by highest to lowest grade  |   | Deptid<br>Grade<br>Name<br>Title<br>Service Date<br>Hire NTE Date<br>Tenure Code   |
| HE0161 – Pending Terminations & Separations   | Pending actions (action equals Termination or Retirement)  | From Date<br>Through Date<br>Setid<br>Deptid Like | Name<br>Emplid<br>Deptid<br>Pay Plan<br>Noa Code<br>Action Effective Date<br>Action<br>Reason  |

## EHRP Public Queries

| Name   | Purpose  | Parameters  | Data Provided   |
|--|--|---|---|
| HE0162 – Not Eligible for Early Retirement           | Used to pull employees based on age and service date. Only retirement codes K, 1, or C | Service Date ><br>Birthdate ><br>Setid<br>Deptid Like | Service Date<br>Retirement Plan<br>Birth Date<br>Name<br>Deptid<br>Job title<br>Occ Series  |
| HE0163 – True Temps                                  | Reports Temporary Employees (those with a hire not to exceed date)                     | Setid<br>Deptid Like                                  | Deptid<br>Emplid<br>Name<br>Title<br>Occ Series<br>Grade<br>Hire Date<br>Hire Not To Exceed Date<br>Number of Days Appointed  |
| HE0164 – All Awards (Pending/Processed)              | Listing of pending and processed awards  | Effective date between<br>Setid<br>Deptid like        | Name<br>Location<br>Deptid<br>Action<br>Action Reason<br>WIP Status<br>Award Amount<br>Time Off<br>Effective Date<br>NOA Description<br>Accounting Code                               |
| HE0165 – STEP (Student Temporary Employment Program) | Current employees in the STEP program (legal authority Y3K, Y4K, Y5K)                  | Setid<br>Deptid Like                                  | Deptid<br>Emplid<br>Name<br>Appointing Authority<br>Type Appointment<br>Hire Date<br>Hire NTE Date<br>Position Title<br>Occ Series<br>Pay Plan<br>Sal Plan<br>Grade<br>Step<br>Salary |

## EHRP Public Queries

| Name                                    | Purpose  | Parameters   | Data Provided  |
|---|--|--|--|
| HE0166 – Current Appointment Authority  | Need a report that prompts for Setid and Current Appointment Authority   | Setid<br>Current Appointment Authority                         | Deptid<br>National ID<br>Emplid<br>Name<br>Current Appointment Authority<br>Posn Occupied<br>Tenure<br>Service Date<br>POI       |
| HE0167 – PCA By Start Date Report       | Need the ability to query start dates for PCA between different date parameters  | PCA Start Date between dates at prompt<br>Setid<br>Deptid Like | Name<br>Emplid<br>National ID<br>Deptid<br>Position Title<br>Occ Series<br>PCA Start Date<br>End Date<br>Earnings Code<br>Amount |
| HE0168 – Position Incumbent History     | Reports the incumbent history of each position within department entered during prompts  | Setid<br>Deptid Like   | Deptid<br>Position<br>Position Exit Date<br>Emplid<br>Position Title   |
| HE0169 – Over Allocated Headcount       | Counts number of employees currently in a position   | Setid<br>Deptid Like   | Deptid<br>Position Number<br>Max Head Count<br>Count of Employees  |
| HE0170 – WGI – No LEI or Last Incr Date | WIGI report that show employees that have no Date in the last Increase Date or LEI Date Field (Excludes pay plan, ES, EX, EH, ED, EF, EG, AD, EI and Employees with NTE) | Setid<br>Deptid Like   | Emplid<br>Name<br>Deptid<br>Pay Plan<br>Work Schedule<br>Last Increase Date<br>LEI Date  |

## EHRP Public Queries

| Name                                    | Purpose   | Parameters                                     | Data Provided   |
|---|---|--|---|
| HE0171 – Security Clearance Information | Reports employee security clearance information   | Setid<br>Deptid Like                           | Deptid<br>Emplid<br>National ID<br>Name<br>Job Title<br>Occ Series<br>Security Clearance Status<br>Status Date<br>Financial Disclosure<br>Disclosure Date |
| HE0172 – Monthly Strength Report        | Created for the budget office for strength reporting. List of actions processed between dates entered. Excludes Cash awards and pay docs (NOA's beginning with 9, 881, 880, 882 and action of AWD & AWH are excluded) | Start Date<br>End Date<br>Setid<br>Deptid Like | Action Effective Date<br>Admin Code<br>Name<br>NOA Code<br>Grade<br>Step<br>Series<br>Type of Appointment<br>Work Schedule<br>Action<br>Action Reason     |
| HE0173 – Salary Not Less Than \$92,300  | Name and address of those employees with a salary of \$92,300 and above   | Setid<br>Deptid Like                           | Deptid<br>Salary<br>Name<br>Address<br>City<br>State<br>Zip   |
| HE0174 – Blank Position Occupied        | Identifies all employees with a blank position occupied   | Setid<br>Deptid Like                           | Position Occupied<br>Setid<br>Deptid<br>Emplid<br>National ID<br>Name<br>Current Appointment Authority<br>Position Number                                 |

## EHRP Public Queries

| Name                                       | Purpose  | Parameters  | Data Provided   |
|--|--|---|---|
| HE0175 – No performance rating             | List of all Employees who are missing Performance Rating   | Setid<br>Deptid Like  | Hire Date<br>ID<br>Name<br>Deptid<br>National ID<br>Pay Plan<br>Grade<br>Title<br>Appointment Not To Exceed Date                |
| HE0176 – No Highest Education Level        | List of all Employees who are missing a Highest Education Level where tenure = 1 or 2 OR their pay plan = ES                                   | Setid<br>Deptid Like  | Setid<br>Deptid<br>Emplid<br>Name<br>Tenure   |
| HE0177 – CPDF Audit – Missing Education    | List those with Tenure of 1 or 2 or pay plan – ES and education level = 06 or = 10 or > 12 where major code or degree is blank                 | Setid<br>Deptid Like  | Setid<br>Deptid<br>ID<br>NID<br>Name<br>Degree<br>Major Code<br>Year  |
| HE0178 – CPDF Audit – Incorrect Education  | List those with Tenure of 1 or 2 or pay plan – ES and education level not = 06 or not= 10 or < 13 where major code or degree year is not blank | Setid<br>Deptid Like  | Setid<br>Deptid<br>ID<br>NID<br>Name<br>Degree<br>Major Code<br>Year  |
| HE0179 – Users not logging into the system | Reports those users who are not logging into EHRP  | Last log in < date entered<br>1 <sup>st</sup> three digits of setid | Setid<br>Oprid<br>Oprid Description<br>Emplid<br>Primary Permission<br>Row Security<br>Last Update Operator<br>Last Update Time |
| HE0180 – No Formal Education               | Identifies those employees where Tenure equals 1 or 2 OR their pay plan = ES where the education Level field = 01                              | Setid<br>Deptid Like  | Setid<br>Deptid<br>Emplid<br>NID<br>Name<br>Tenure<br>Education Level   |

## EHRP Public Queries

| Name                                    | Purpose   | Parameters           | Data Provided   |
|---|---|----------------------|---|
| HE0181 – Inaccurate Vet Pref/Mil Status | Identifies those with a Military Status = 'X' and who have a veterans preference of 2, 3, 4, or 6 | Setid<br>Deptid Like | Setid<br>Deptid<br>Emplid<br>NID<br>Name<br>Veterans Preference<br>Military Status  |
| HE0182 – Blank Tenure Code              | Identifies those employees with no tenure code  | Setid<br>Deptid Like | Setid<br>Emplid<br>Name<br>National ID<br>Deptid<br>Department Name<br>Jobcode<br>Job Title<br>Tenure Code                      |
| HE0183 – Invalid Citizenship Codes      | Identifies those employees with either no code or a code equal to 'N'                             | Setid<br>Deptid Like | Setid<br>Deptid<br>Emplid<br>Name<br>Citizenship Code   |
| HE0184 – Rehired Employees              | Identifies all employees with an action = REH   | Setid<br>Deptid Like | Deptid<br>Emplid<br>Name<br>Action Reason<br>Effective Date<br>NOA Code<br>Retirement Plan<br>Benefit Program<br>Benefit System |
| HE0185 – Staff Roster                   | Employee listing in a pre-defined format for ease of downloading data                             | Setid<br>Deptid Like | Last Name<br>First Name<br>Emplid<br>Hire Date<br>Deptid<br>Job Title<br>Occ Series<br>Grade<br>Tenure<br>Location              |

## EHRP Public Queries

| Name                                    | Purpose   | Parameters  | Data Provided   |
|---|---|---|---|
| HE0186 – EE’S in Selctd Pay Plan/Series | Employees in Pay plans AD, Gs (Grade 13 and above), GM, RS, ST, ES with occupational series starting with 04, 06, 07, 08, 13, & 15  | Effective Date<br>Setid<br>Deptid Like            | Name<br>Deptid<br>Position Title<br>Pay Plan<br>Occ Series<br>Grade<br>Highest Degree<br>Degree Description<br>Year<br>Salary   |
| HE0187– Trans Selctd Pay Plan/Series    | Employees in Pay plans AD, Gs (Grade 13 and above), GM, RS, ST, ES with occupational series starting with 04, 06, 07, 08, 13, & 15 all noa codes starting with 1, 3, 5, 7, 810, 815, 816, 840, 841, 850, 878, 879, 880, 891, 892, 893, 894, 895, 899, 958, and 959. | Effective Date<br>Between<br>Setid<br>Deptid Like | Name<br>NOA Code<br>NOA Description<br>Effective Date<br>Deptid<br>Deptid Description<br>Position Title<br>Pay Plan<br>Occ Series<br>Salary Difference  |
| HE0188 – EE’S receiving other pay       | Employees in Pay plans AD, Gs (Grade 13 and above), GM, RS, ST, ES with occupational series starting with 04, 06, 07, 08, 13, & 15  | Effective Date<br>Setid<br>Deptid Like            | Name<br>Deptid<br>Deptid Description<br>Position Title<br>Pay Plan<br>Occ Series<br>Grade<br>Highest Degree<br>Year<br>Salary<br>Earnings Code<br>Earnings Description<br>Amount<br>Annual Amount |
| HE0189 – Missing TSP SCD                | Reports those employees with Retirement Code equal to K with no SCD TSP in EHRP   | Setid<br>Deptid Like                              | Emplid<br>Name<br>Deptid<br>Retirement Plan<br>Hire Date<br>TSP Status Date<br>SCD TSP  |
| HE0190 – Employees on LWOP              | Reports those employees on leave with a NTE date less than date entered at prompt   | NTE Date <<br>Setid<br>Deptid Like                | Name<br>Address<br>City<br>State<br>Zip   |

## EHRP Public Queries

| Name                                   | Purpose  | Parameters           | Data Provided   |
|--|--|----------------------|---|
| HE0191- Criminal Investigators         | Report of all criminal investigators (occ. Series 1811); prompts for Setid and Deptid like | Setid<br>Deptid Like | Emplid<br>Name<br>Deptid<br>Jobcode<br>Position number<br>FLSA<br>Grade<br>Step   |
| HE0192 – Active Deptid's with no EE's  | List all active department that do not have any active employees                           | Setid<br>Deptid Like | Setid<br>Deptid<br>Department Name<br>Effective Date  |
| HE0193 – Appt Limit Date by Admin Code | Employees in tenure code 3 or 0  | Setid<br>Deptid Like | Deptid<br>Occ Series<br>Name<br>Tenure<br>Official Position Title<br>Service Date<br>Pay Plan<br>Grade<br>Step<br>Salary<br>Hire NTE Date |
| HE0194 – Standby Duty Pay              | Reports those employees receiving standby duty pay (earnings codes RS1, RS2, RS3, or RS4)  | Setid<br>Deptid Like | Deptid<br>Name<br>Position Title<br>Occ Series<br>Grade<br>Step<br>Base Pay<br>Locality Adjustment<br>Earnings Code<br>Amount             |
| HE0195 – Supvs by Position Number      | Only pulls those with a manager level not equal to 8                                       | Setid<br>Deptid Like | Deptid<br>Name<br>Position Title<br>Pay Plan<br>Occ Series<br>Grade<br>Manager Level<br>Emplid<br>Position Number                         |

## EHRP Public Queries

| Name                                 | Purpose   | Parameters                                       | Data Provided   |
|--------------------------------------|---|--|---|
| HE0196 – Not participating in TSP    | All Employees in retirement code K, C, or 1, run by EOD greater than date entered who are not participating in TSP  | Hire Date<br>Set ID<br>Deptid<br>Retirement Code | Emplid ID<br>Employee Name<br>Retirement Code<br>Hire Date<br>SCD TSP<br>Address<br>City<br>State<br>Zip  |
| HE0197 – Employee Sensitivity Report | Reports anyone with a sensitivity level not equal to '1'  | Setid<br>Deptid Like                             | Emplid ID<br>Employee Name<br>Position Title<br>Grade<br>Position Number<br>Job Code<br>Deptid<br>Pay Plan<br>Step<br>Occupational Series<br>Salary<br>SSN<br>WGI Due Date<br>WGI LEI Date<br>Job Sensitivity<br>Functional Sensitivity |
| HE0198 – WGI's that are overdue      | Report those employees with tenure code of 1, 2 or 3 and where their step increase date is less than the difference between their WGI due date and LEI Date | Setid<br>Deptid Like                             | Deptid<br>Emplid<br>Name<br>Months Difference<br>Date LEI<br>WGI Due Date<br>Step Date<br>Pay Plan<br>Grade<br>Step<br>WGI Status   |
| HE0199 – SES Employees               | Only reports pay plan ES employees  | Setid<br>Deptid Like                             | Deptid<br>Name<br>Pay Plan<br>Occ Series<br>Grade<br>Step<br>Position Title<br>Base Rate<br>Locality<br>Base + Locality   |

## EHRP Public Queries

| Name                                    | Purpose  | Parameters  | Data Provided   |
|---|--|---|---|
| HE0200– GS/GM Grade 15 Employees        | Only reports pay plans GS/GM grade 15 employees  | Setid<br>Deptid Like  | Deptid<br>Name<br>Pay Plan<br>Occ Series<br>Grade<br>Step<br>Position Title<br>Base Rate<br>Locality<br>Base + Locality                 |
| HE0201 – Awards Selectd Pay Plan/Series | Employees in Pay plans AD, Gs (Grade 13 and above), GM, RS, ST, ES with occupational series starting with o4, o6, o7, o8, 13, & 15 and action = 'AWD'                  | Setid<br>Deptid<br>Effective Date<br>Between<br>Dates Entered | Name<br>NOA Codes<br>NOA Description<br>Effective Date<br>Deptid<br>Award Amount  |
| HE0202 – Incorrect Pay Rate Determinant | List Employees where the pay rate determinant is not (5,6,X) and Special Pay Table not (0000, 0200, 0400, CRS1-CRS4, 027R, 099R, 083R, WT10) only reports GS employees | Setid<br>Deptid Like  | Name<br>Emplid<br>Salary Plan<br>Grade<br>Step<br>Base Rate<br>Locality Adjustment<br>Salary<br>Pay Rate Determinant<br>Deptid<br>SSN   |
| HE0203 – AD (Title 42 Employees         | List employees where the pay plan equals that entered at prompt in setid and deptid like   | Setid<br>Deptid Like<br>Pay Plan                              | Deptid<br>Emplid<br>Name<br>Pay Plan<br>Occ Series<br>Position<br>Job Code<br>Position Title<br>Base Pay<br>Special Employee<br>Program |

## EHRP Public Queries

| Name                                      | Purpose  | Parameters           | Data Provided  |
|---|--|----------------------|--|
| HE0204 – Pay Plan RS<br>– AD – (Title 42) | List employees pay plan ‘RS’                           | Setid<br>Deptid Like | Deptid<br>Emplid<br>Name<br>Pay Plan<br>Occ Series<br>Position<br>Job Code<br>Position Title<br>Base Pay<br>Functional Class<br>Special Employee<br>Program  |
| HE0205 – PSP Report                       | PSP report which includes start date and amount of PSP | N/A                  | Deptid<br>Emplid<br>Name<br>Title<br>Grade<br>PSP Effective Date<br>Earnings Code<br>Code Description<br>Amount<br>PSP End Date  |
| HE0206-No Highest Education Level         | Clone of HE0176 without tenure and pay plan criteria   | Setid<br>Deptid Like | Setid<br>Deptid<br>Emplid<br>Name  |
| HE0207 – WGI Report                       | WGI report- includes step and grade entry dates        | Setid<br>Deptid Like | Emplid<br>SSN<br>Name<br>Grade<br>Step<br>Deptid<br>Grade Entry Date<br>Step Entry Date<br>Date LEI<br>Tenure<br>Position Occupied<br>Pay Plan<br>WGI Due Date<br>Hire Date<br>Salary<br>Job Code<br>Position<br>Position Title<br>Business Unit |

## EHRP Public Queries

| Name  | Purpose  | Parameters   | Data Provided   |
|---|--|--|---|
| HE0208 – List TSP Catch up actions/Pay Period | List the TSP catch up actions entered between the dates entered at prompt (using coverage election date) | Pay Period<br>Start Date<br>Pay Period<br>End Date | Business Unit<br>Deptid<br>Name<br>Emplid<br>Flat Amount<br>Effective Date<br>Coverage Election Date<br>Oprid |
| HE0209 – Excepted Appointments                | List those employees with excepted appointments  | Setid<br>Deptid Like                               | Type of Appointment<br>Position Entry Date<br>Position Occupied<br>Reg/Temp<br>Name<br>Deptid                 |
| HE0210 – Promotions                           | List all employees who have a promotion in EHRP  | Setid<br>Deptid Like                               | Name<br>Emplid<br>Deptid<br>Position Title<br>Effective Date<br>New Grade<br>Old Grade<br>Legal Authority     |
| HE0211 – CFC Deductions                       | List all employees with CFC deductions   | Setid<br>Deptid Like                               | Deptid<br>Name<br>Effective Date<br>Deduction Calculation<br>Flat Amount<br>Deduction Code<br>SSN             |
| HE0212 – No Federal Tax Par Keyed             | List all employees with no Federal Tax Par Keyed   | Setid<br>Deptid Like<br>Hire Date<br>Greater Than  | Deptid<br>Name<br>Emplid<br>Effective Date of Tax Data<br>Allowances  |
| HE0213 – No State Tax Par Keyed               | List all employees with no State Tax Par Keyed   | Setid<br>Deptid Like<br>Hire Date<br>Greater Than  | Deptid<br>Name<br>Emplid<br>Effective Date of Tax Data<br>State<br>Allowances                                 |

## EHRP Public Queries

| Name                                  | Purpose  | Parameters                                  | Data Provided   |
|---------------------------------------|--|---|---|
| HE0214 – WGI Due Dates that are blank | Provides a list of Employees with no WGI Due date, excludes employees on step 10, paygroup CCN, and pay plans AD, EI, and ES | Setid<br>Deptid Like                        | Name<br>NID (SSN)<br>Deptid (Admin Code)<br>Pay Plan<br>Grade<br>Step<br>Salary<br>LEI Date<br>WGI Due Date<br>Reg/Temp<br>Hire Date<br>Pay Rate Determinant<br>Work Schedule |
| HE0215 – Intermittent Employees       | Provides a list of employees with a work schedule equal to “I”   | Setid<br>Deptid Like                        | Last Name<br>First Name<br>Middle Name<br>National ID<br>Deptid<br>Work Schedule  |
| HE0216 – Employee Addresses           | List of employees with their home addresses  | Setid<br>Deptid Like                        | Name<br>Emplid<br>Street<br>City<br>State<br>Zip Code<br>Business Unit<br>Deptid<br>Pay Plan  |
| HE0217 – PATCO-2 Active/Inactive      | List of positions with PATCOB of Administrative, Clerical or Technical.  | Setid<br>Deptid Like<br>Effective<br>Status | Deptid<br>Position<br>Job Code<br>Position Title<br>Pay Plan<br>Occ Series<br>Grade<br>Status<br>Name   |

## EHRP Public Queries

| Name                                | Purpose   | Parameters   | Data Provided   |
|-------------------------------------|---|--|---|
| HE0218 – Separation Incentive       | Employees with an 825 NOA   | Setid<br>Deptid Like                                   | Effective Date<br>Name<br>Pay Plan<br>Occ Series<br>Grade<br>Salary<br>Data of Birth<br>Deptid<br>Location Code<br>Buyout Amount        |
| HE0219 – Step Changes to Lower Step | Employees who have a current step that is less than their last step and their grade has not changed | Effective Date<br>Greater Than<br>Setid<br>Deptid Like | Emplid<br>Name<br>Position<br>Current Effective Date<br>Current Grade<br>Current Step<br>Past Effective Date<br>Past Grade<br>Past Step |
| HE0220 – Temporary Promotion NTE    | Reports those with a 703 NOA  | Setid<br>Deptid Like<br>Effective Date<br>Between      | Emplid<br>Name<br>Title<br>Grade<br>Step<br>Effective Date of 703<br>NTE Date<br>Deptid<br>Occ Series<br>NOA Code<br>Legal Authority    |
| HE0221 – FEGLI base >= \$125,000    | Reports employees with a FEGLI base rate greater than or equal to \$125,000                         | Setid<br>Deptid Like                                   | Name<br>SSN<br>Title<br>Deptid<br>Location<br>Grade<br>Step<br>FEGLI Rate   |
| HE0222 – Transfers to other agency  | Reports those employees with a 3520 NOA   | Setid<br>Deptid Like<br>Effective Date<br>Between      | Name<br>NOA Code<br>Effective Date<br>Position Title<br>Grade<br>Series<br>Deptid<br>SSN  |

## EHRP Public Queries

| Name                                    | Purpose   | Parameters   | Data Provided  |
|---|---|--|--|
| HE0223 – GS 14 & 15 on pay table 0524   | Reports employees who are grade GS 14 or GS 15 on special pay table 0524                          | Setid<br>Deptid Like                                 | Name<br>Emplid<br>National ID<br>Pay Plan<br>Occ Series<br>Salary Plan<br>Base Pay<br>Locality Adjustment<br>Total Salary<br>Pay Rate Determinant<br>Deptid<br>Grade<br>Step |
| HE0224 – Count of new positions         | Counts how many new positions were created between dates entered at prompt                        | Setid<br>Deptid Like<br>Action Date<br>between dates | Count  |
| HE0225 – Retention Allowance            | List all employees who are currently receiving retention allowance                                | Setid<br>Deptid Like                                 | Name<br>Occ Series<br>Grade<br>Position Title<br>Amount<br>Effective Date<br>Emplid<br>SSN<br>Deptid   |
| HE0226 – Permanent eeo's with NTE date  | Permanent employees (type of appointment 30, 32, 34, 38, 55) who have a NTE date in their record. | Setid<br>Deptid Like                                 | Name<br>Emplid<br>Type of Appointment<br>Hire NTE Date<br>Deptid   |
| HE0227 – No State TaxData-taxable State | Employees in states that are taxable with no state tax data record                                | Setid<br>Deptid Like                                 | Setid<br>Deptid<br>Emplid<br>SSN<br>Name<br>Hire Date<br>State   |

## EHRP Public Queries

| Name   | Purpose   | Parameters  | Data Provided   |
|--|---|---|---|
| HE_ALL_WIP_STATUS<br>PARs Keyed Between Specified Dates with WIP and Payroll Status<br>Provides listing of all PAR transactions keyed within a specified date period         | The listing outputs the current WIP status of each action. In addition, it provides the status as to whether the transaction was transmitted through the payroll interface. The status codes for the payroll interface update indicator are as follows:<br>N: Action not ready to be transmitted.<br>R: Action to be transmitted during next interface run.<br>D: Action sent this pay period.<br>P: Action sent during a prior pay period, | Tracking Begin Date<br>Tracking End Date                | Employee ID<br>Effective Date<br>Effective Sequence<br>NOA Code<br>NOA Extension<br>Payroll Interface<br>Update Indicator<br>Job code<br>Department ID<br>Grade<br>WIP Status<br>Action Date<br>Tracking Date<br>Sequence |
| HE_ALL_WIP_STATUS_BY_EFFDATE<br>PARs Effective Between Specified Dates, Provides listing of all PAR transactions effective within a specified date period.                   | The listing outputs the current WIP status of each action. In addition, it provides the status as to whether the transaction was transmitted through the payroll interface. The status codes for the payroll interface update indicator are as follows:<br>N: Action not ready to be transmitted.<br>R: Action to be transmitted during next interface run.<br>D: Action sent this pay period.<br>P: Action sent during a prior pay period  | Begin Effective Date<br>End Effective Date              | Employee ID<br>Effective Date<br>Effective Sequence<br>NOA Code<br>NOA Extension<br>Payroll Interface<br>Update Indicator<br>Job code<br>Department ID<br>Grade<br>WIP Status<br>Action Date<br>Tracking Date<br>Sequence |
| HE_ALL_WIP_STATUS_BY_EMPLID<br>PARS Keyed Between Specified Dates for an Employee, Provides listing of PAR transactions keyed within a specified date period for an Employee | The listing outputs the current WIP status of each action. In addition, it provides the status as to whether the transaction was transmitted through the payroll interface. The status codes for the payroll interface update indicator are as follows:<br>N: Action not ready to be transmitted.<br>R: Action to be transmitted during next interface run.<br>D: Action sent this pay period.<br>P: Action sent during a prior pay period  | Tracking Begin Date<br>Tracking End Date<br>Employee ID | Employee ID<br>Effective Date<br>Effective Sequence<br>NOA Code<br>NOA Extension<br>Payroll Interface<br>Update Indicator<br>Job code<br>Department ID<br>Grade<br>WIP Status<br>Action Date<br>Tracking Date<br>Sequence |

## EHRP Public Queries

| Name  | Purpose   | Parameters   | Data Provided  |
|---|---|--|--|
| HE_CORRECTIONS  | Provides a list of corrections done between dates entered at prompt   | Pay Period<br>Start Date<br>Pay Period<br>end Date     | Business Unit<br>Deptid<br>Emplid<br>Effective Date<br>NOA Code<br>Count   |
| HE_EEX_INBOUND_ACTIONS<br>Employee Express<br>Actions | Provides a list of Employee Express actions processed for the current pay period  | None   | Action Date<br>NOA Code<br>NOA Ext (Shred Out)<br>Emplid<br>Emplid Record #<br>(Indicating multiple appointments)<br>Effective Date<br>Effective Sequence<br>(Sequence #)<br>User (User ID)    |
| HE_JOBCODE  | Provides a list of all Job Codes within a particular Set ID   | Set ID   | Job Code<br>Occupational Series<br>Pay Plan<br>Salary Plan<br>Grade<br>Target Grade<br>Pay Basis<br>Functional Class<br>Status<br>Sensitivity Code<br>Manager Level<br>Official Position Title |
| HE_LEAVE<br>Category changes                          | Provides a list of Employees within a specified range of leave service comp dates to determine who needs leave category changes | Set ID<br>Begin Service<br>Date<br>End Service<br>Date | ID (Emplid)<br>Service Date<br>Name<br>NID (Social Security<br>Number)<br>Department Set ID<br>(Agency)<br>Department ID (Admin<br>Code)   |
| HE_POC_NEWOPEN<br>New Open Tickets                    | Provides information on all New or Open Help Poc Tickets  | None   | Ticket Number<br>Open Date<br>Agency<br>Issue<br>Workaround/Resolution<br>Status<br>Status Date  |

## EHRP Public Queries

| Name   | Purpose  | Parameters                        | Data Provided  |
|--|--|-----------------------------------|--|
| HE_POC_REPORT_AL<br>L<br>Logged Help Poc<br>Tickets                  | Provides information on Help tickets logged in the Help Tracking Tool  | Set ID                            | Ticket Number<br>Open Date<br>Agency<br>Issue<br>Workaround /Resolution<br>Status<br>Status Date<br>Ticket Creator                 |
| HE_POC_REPORT_CL<br>OSED<br>Closed Help Poc<br>Tickets               | Provides information on Closed Help tickets logged in the Help Tracking Tool   | Set ID                            | Ticket Number<br>Open Date<br>Agency<br>Issue<br>Workaround/ Resolutn<br>Status<br>Status Date<br>Creator of Ticket                |
| HE_POC_REPORT_A<br>WAIT_AGCY – Help<br>POC Report Awaiting<br>Agency | Help Poc Tickets Awaiting Agency input, Report lists all tickets in a status of AGCY, which indicates that some action is required by the Agency | Agency                            | Ticket No<br>Open Date<br>Agency<br>Issue<br>Workaround /<br>Resolution<br>Status<br>Status Date<br>User Impact                    |
| HE_POC_REPORT_PE<br>NDING<br>Pending Help Poc<br>Tickets             | Provides information on Help tickets that are currently open or pending  | Set ID                            | Ticket Number<br>Open Date<br>Agency<br>Issue<br>Workaround /<br>Resolution<br>Status<br>Status Date<br>User Impact                |
| HE_POC_REPORT_BY<br>_OPRID<br>Pending Help Poc<br>Tickets            | Provides information on Help tickets that are currently open or pending  | Oprid<br>Ticket    Status<br>Like | Oprid<br>Oprid Description<br>Ticket Number<br>Open Date<br>Agency<br>Issue<br>Workaround /<br>Resolution<br>Status<br>Status Date |

## EHRP Public Queries

| Name                   | Purpose   | Parameters    | Data Provided   |
|------------------------|---|---------------|---|
| HE_NON_PAR_ACTIO<br>NS | Returns non-par actions keyed<br>for employees. | Effdt between | Emplid<br>EmplRcd<br>Name<br>Effdt<br>NOA<br>NOA Extension<br>Flag<br>Action Date<br>Send Date<br>Oprid |