

HGAWLMFR report

JobAid #	2	
Version #	4	
Release Date	9/12/24	
Created By	Tracie B. Jones	
High Level Business Objective	Leave balance for EHRA and SHRA permanent Employees with an active job.	
Revision Release Date	Brief Description of Revision(s)	Updated By
3/29/2023	Original Job Aid	TBJ
9/12/2024	Added new LCATs to the logic (N1, P1), Removed blank lines	TBJ

HGAWLMFR report

**Name of Report:** Leave Flag Maintenance Report

**Purpose of Report:** Leave balance for EHRA and SHRA permanent Employees with active job.

**Parameters:** N/A

**Banner Tables/Views:** SPRIDEN, NBRJOBS, NBRBJOB, PEBEMPL, PTVLCAT

**Sort Order:** LCAT, Last Name, ID

**Selection Criteria:** Select active permanent jobs and LCATs

**Sample Report: Tab 1 HGAWLFMR** The report output is the Banner ID, Name, EE Status, Eclass, LCAT Code, LCAT Desc, UnCheck Month, ReCheck Month, Accrual Flag

Date: 09/11/2024 University - DATABASE Page: 1

Time: 10.01.01 LCAT Leave Maintenance Reports

HGAWLFMR\_v4 Sorted by LCAT, Last Name , ID

Banner Id	Employee Name	Employee Status	E-Class	LCAT Code	LCAT Description	UnCheck Month	ReCheck Month	Accrual Flag
XXXXXXXXXX	Last, First MI	A	F2	E4	August-June	July	August	On
XXXXXXXXXX	Last, First MI	A	F2	E4	August-June	July	August	On
XXXXXXXXXX	Last, First MI	A	F2	E4	August-June	July	August	On
XXXXXXXXXX	Last, First MI	A	F2	E4	August-June	July	August	On
XXXXXXXXXX	Last, First MI	A	F2	E4	August-June	July	August	On
XXXXXXXXXX	Last, First MI	A	F2	E4	August-June	July	August	On
XXXXXXXXXX	Last, First MI	A	F2	E4	August-June	July	August	On
XXXXXXXXXX	Last, First MI	A	F2	E4	August-June	July	August	On
XXXXXXXXXX	Last, First MI	A	F2	E4	August-June	July	August	On
XXXXXXXXXX	Last, First MI	A	F2	E4	August-June	July	August	On
XXXXXXXXXX	Last, First MI	A	F2	E4	August-June	July	August	On
<div><div>&lt; &gt;</div><div>HGAWLFMR</div><div>Twelve Month Employees</div></div>								

