

#### **Projected Service Years (HPA-011)**

**Description:** Employee projected age and years of service based on Anniversary Date. Excludes non-employees.

- ✓ **Universe** WWA EDW Headcount and Personnel Actions.unxv
- Required filter prompt Calendar Year Month
- Projected Service Years 1 Year (default)
- Projected Service Years 2 Years
- Projected Service Years 3 Years
- Projected Service Years 4 Years
- Projected Service Years 5 Years
- Additional Information This report is NOT a retirement eligibility indicator.

The standard report is located in the Washington Workforce Analytics Reports – Web Intelligence > Headcount and Personnel Actions Folder.

Folders		Public Folders / Washington Workforce Analytics Reports - Web Intelligence /						
> 🔊 Personal Folders								
✓ <a> <li>✓ ■ Public Folders</li> </a>		Title =	Туре	Description				
> FE Agency folder - Web Intelligence		■ Financials	Folder	AFRS reports				
$\checkmark$ $\checkmark$ $\checkmark$ Washington Workforce Analytics Reports - Web Intelligence		• Grievance	Folder	Grievance reports				
		Headcount and Personnel Actions	Folder	Headcount and Personnel Actions reports				
		■ Payroll	Folder	Payroll reports				
		■ Quota	Folder	Quota reports				
		Staffing Assignments	Folder	Staffing Assignments reports				

#### Sample View – Projected Service Years > 1 Year

Business Area Code (EE)	Business Area (EE)	Personnel Area Code (EE)	Personnel Area (EE)	Personnel Buberes Code (EE)		Person- Number	Dete - Annivers	Job Class ry Abbr (EE	Job Code (EE)	Job (EE)	Position		Retirement Plan Code	Retirement Plan	Age (Years)	Years	Projected Age (Years)	Years
5400	Employment Security Department	5400	Employment Security Dept	COFT	Agancywida	2011	2020-05-	1770	50000540	TAX SERVICE REPRESENTATIVE 1	710	ELIG	P2	PERS 2	35.9	.6	36.9	1.6
5400	Employment Security Department	5400	Employment Security Dept	00FT	Agencywide	201.1	2014-064	2 1735	50000611	TAX SPECIALIST 3 - ES	710-0	ELIG	P2	PERS 2	31.7	6.5	32.7	7.5
5400	Employment Security Department	5400	Employment Security Dept	OOFT	Agencywide	2010	2020-05-	8 105G	51000780	ADMINISTRATIVE ASSISTANT 3	71011	ELIG	P3CS	PERS 3 - Rate C - Self	36.9	.6	37.9	1.5
5400	Employment Security Department	5400	Employment Security Dept	COFT	Agencywide	2010	2020-05-	1028	50000292	CUSTOMER SERVICE SPECIALIST 2	700	ELIG	P3AS	PERS 3 - Rate A - Self	35,4	.6	36.4	1.6
5400	Employment Security Department	5400	Employment Security Dept	COFT	Agencywide	201	2020-05-	358G	50000922	WORKSOURCE SPECIALIST 3	700/	ELIG	PBCS	PERS 3 - Rate C - Self	40.2	.6	41.2	1.6
5400	Employment Security Department	5400	Emoloument San div Dent	DOFT	Anennuide	bhi c	2020-05-	167/5	50000930	EVELOVMENT SECURITY PROGRAM COORD 2	717/00	ELIG.	PRAW	PERS 1. Rate & . WSIR	26.3	6	97.3	1.0

### Prompts

Prompt values restrict the data pulled from the Enterprise Data Warehouse.

Required Prompts must include value(s) for Calendar Year Month.

#### **Optional Prompts**

- Business Area (EE)
- Business Area Code (EE)
- Job (EE)
- Job Class Abbr (EE)

- Job Code (EE)
- Organizational Unit
- Organizational Unit Code
- Personnel Area (EE)
- Personnel Area Code (EE)
- Personnel Subarea (EE)
- Personnel Subarea Code (EE)

## Query Results

Conditional formatting will shade cells blue for projected service years greater than 5.

## Default Data Fields

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These fields are included in the standard report by default. Adding or removing default data fields will impact the calculated results.

- Calendar Year Month
- Business Area Code (EE)
- **Business Area (EE)**
- Personnel Area Code (EE)
- Personnel Area (EE)
- Personnel Subarea Code (EE)
- Personnel Subarea (EE)
- **Personnel Number**

- Name - Full
- Date Anniversary
- Job Class Abbr (EE)
- Job Code (EE)
- **Position Code**
- Position
- **Retirement Plan Eligible**
- **Retirement Plan Code**

- **Retirement Plan**
- Age (Years)
- Service Years (Anniversary)
- Projected Age (Years)
- **Projected Service Years** (Anniversary)

## Additional Fields

These additional fields may be added to the standard report for detail and analysis. Adding or removing additional data fields will not impact the calculated results.

- Business Area (EE)
- Business Area Code (EE)
- Calendar Year
- Calendar Year Month
- Calendar Year Quarter
- Contract Type
- **Duty Station County**
- **Employee Group (EE)**
- Employee Subgroup (EE)
- . **Employment Status**
- **Fiscal Year**
- **Fiscal Year Month**
- **Fiscal Year Quarter**

- Job (EE)

- Name – Full
- **Organizational Unit**
- Organizational Unit Code
- Part Time Indicator
- Pay Area (EE)
- Pay Area Code (EE)
- Personnel Area (EE)
- Personnel Area Code (EE)
- Personnel Number

- Personnel Subarea (EE)
- Personnel Subarea Code (EE)
- Position
- **Position Code**
- **Retirement Plan**
- **Retirement Plan Code**
- **Retirement Plan Eligible**
- **Unemployment County**
- **Unemployment County Code**
- Work Contract
- Work Contract Code
- Workforce Indicator (EE)
- Workforce Indicator Code (EE)

## Measures

These measures are included in the standard report. Adding or removing measures from the query will impact the calculated results.

- Age (Years)
- Service Years (Anniversary)

## **Restrictions and Variables**

Restrictions and formulas built into the report create standardized results across the enterprise.

#### Restrictions

Actions – Exclude Last Calendar Day of Month Values

06.12.23

- Job Class Abbr (EE) Job code (EE)
- Management Type

#### **Projected Service Years (HPA-011)** Washington Workforce Analytics (WWA)

#### **Non-Employee Exclusions**

Excludes the following Organizational Unit Codes:

- 30002393 FPB Preparedness Mobes
- **31000100 EMERGENCY FIRE FIGHTERS**
- 31000101 EMERGENCY FIRE FIGHTERS
- 31000175 EMERGENCY FIRE FIGHTERS .
- 31000176 EMERGENCY FIRE FIGHTERS

Excludes the following Personnel Area Codes (EE):

- 2201 Vol Firefighters/Res Officers
- 2251 WSP Disabled Non-Employee
- 2451 Mil Dept Misc Active Duty
- 3430 Higher Ed Coor Board
- 3460 Higher Ed Facilities
- 4611 Ecology Youth Corps
  - 4612 Wa Conservation Corps

- 31000177 EMERGENCY FIRE FIGHTERS
- 31000178 EMERGENCY FIRE FIGHTERS
- 31000179 EMERGENCY FIRE FIGHTERS
- 31007000 FPB Preparedness Fire Mobes
  - 5409 Spokane Wex
  - 5410 Tri-Cities Wex
  - 5411 Americorp Star Vista
  - 5412 Wa St Americorps .
  - 5413 JTPA 402 Prog Wen
  - 5414 Washington Service Corps
  - 5415 Washington Service Team
  - 5416 Yakima Wex

Also excludes Pay Area Code (EE) 44 Work Study Student; Personnel Subarea Code (EE) 0005 Non-Employee; and Work Contract Code 24 Non Employee.

#### Variables

The following variables are included in the report:

Variable	Formula
BackgroundColor	="True"
DateRun	="Date Run: " + FormatDate(LastExecutionDate();"Mmm, dd, yyyy hh:mm a" )
EmptyValue	=""
ReportDescription1	="Description: Employee projected age and years of service based on Anniversary Date. Excludes non-employees."

Variable	Formula
ReportName1	="Projected Service Years - 1 Year"
ReportName2	="Projected Service Years - 2 Years"
ReportName3	="Projected Service Years - 3 Years"
ReportName4	="Projected Service Years - 4 Years"
ReportName5	="Projected Service Years - 5 Years"
ReportNote	="Note: This report is NOT a retirement eligibility indicator!"
ReportNumber	="Report Number: HPA-011"



- - 5401 Aberdeen Wex
  - 5402 Bingen Wex
  - 5403 Clallum Wex . 5404 Kitsap Wex
  - 5405 Okanogan Wex
  - 5406 Okanogan Wex 2
  - 5407 Rainier Wex
  - 5408 Snohomish Wex



# Projected Service Years (HPA-011) Washington Workforce Analytics (WWA)

Variable	Formula
Projected Age (Years + 1)	=[Age (Years)] + 1
Projected Age (Years + 2)	=[Age (Years)] + 2
Projected Age (Years + 3)	=[Age (Years)] + 3
Projected Age (Years + 4)	=[Age (Years)] + 4
Projected Age (Years + 5)	=[Age (Years)] + 5
Projected Service Years (Anniversary + 1)	=[Service Years (Anniversary)] + 1
Projected Service Years (Anniversary + 2)	=[Service Years (Anniversary)] + 2
Projected Service Years (Anniversary + 3)	=[Service Years (Anniversary)] + 3
Projected Service Years (Anniversary + 4)	=[Service Years (Anniversary)] + 4
Projected Service Years (Anniversary + 5)	=[Service Years (Anniversary)] + 5