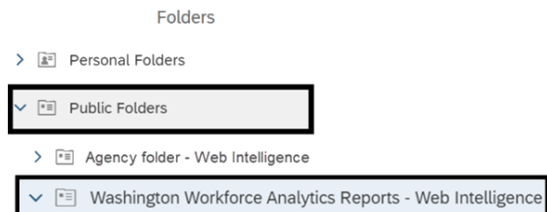OFM
OFFICE OF FINANCIAL MANAGEMENT

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.

Sample View – Projected Service Years > 1 Year

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

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

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
- 31000177 EMERGENCY FIRE FIGHTERS
- 31000178 EMERGENCY FIRE FIGHTERS
- 31000179 EMERGENCY FIRE FIGHTERS
- 31007000 FPB – Preparedness – Fire Mobes

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
- 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
- 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"

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