Topic Based Zoom: How to Read and Reconcile the DOPE Report
7/21/21
Today’s Topics

- Overview
- How to Read and Reconcile the DOPE Report
- Best Practices
- Q&A
Two fundamental questions to ask each month:

Q1: Does the payroll that posted to the Labor Ledger match what I was expecting? Compare your own record to DOPES

Q2: Does the payroll that posted to the Labor Ledger match what posted to Oracle? Compare DOPES to Oracle expenditures
Overview

HR/Payroll

Benefit Costs Report
Report provides benefit costs associated with employees’ earnings charged to the department.

Distribution of Payroll Expense (DOPE) Report
Confirm actual payroll expenses applied for a given payroll cycle. If you do not already have access to this report, submit a request for the Payroll Accounting and Reconciliation report group.

DOPE - Ancillary Report
The purpose of this version of the DOPE report is to isolate GAEL expenses and to provide a Vacation Accounting Report on additional tabs. GAEL expenses have been removed from the Fringe tab because GAEL doe...

DOPE - Sponsor Report
This DOPE report version focuses on sponsored research reporting to meet sponsors' financial report and invoice back-up documentation requirements. Similar to the DOPE - Ancillary Report, GAEL expere...

DOPE with Combined Salary & Fringe, Condensed Column Set, and Employee Summary
As with the original Distribution of Payroll Expense (DOPE) Report, this updated version displays actual labor ledger payroll expenses applied for a given payroll cycle. There are however, several...

Personnel Expense Projection Report
The purpose of this report is to forecast staffing expenses (salary, benefits, and assessments) that may change over time on a particular Project or Financial Unit. It provides projections based on the Posit...
**Overview**

<table>
<thead>
<tr>
<th>Distribution of Payroll Expense Report</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original report</td>
</tr>
<tr>
<td>Full column set</td>
</tr>
<tr>
<td>Salary and Fringe on different tabs</td>
</tr>
</tbody>
</table>

**Distribution of Payroll Expense Report**

**DOPE Ancillary Report**

- Like original report, but separates out General Liability and Vacation Accrual

**DOPE Sponsor Report**

**DOPE with Combined Salary & Fringe, Condensed Column Set, and Employee Summary Report**

- Enhanced prompts
- Salary and fringe combined on one tab
- Limited column sets for easy readability

**OLD VERSIONS**

**NEW & IMPROVED!**
**Pay Period End Date**: Last day of the period when the payroll was run

*Best choice when reconciling payroll*

**Earnings Period End Date**: Last day of the period when the payroll was for

*Best choice when determining effort during a period*

**Regular Payroll**
Pay Period End Date = Earnings Period End Date

**Direct Retros**
Pay Period End Date = Period when the DR posted
Earnings Period End Date = Period the salary being moved originally posted
## DOPE with Combined Salary & Fringe, Condensed Column Set, and Employee Summary Report: Prompt Page

<table>
<thead>
<tr>
<th>Prompt</th>
<th>Uses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Name – ID</td>
<td>Search for a specific employee</td>
</tr>
<tr>
<td>Department ID – Name</td>
<td>Search for all employees in a department (based on appointment)</td>
</tr>
<tr>
<td>Project – Task</td>
<td>Search for all payroll paid from a specific project/task</td>
</tr>
<tr>
<td>Project Manager</td>
<td>Search for all payroll paid from a PI's projects</td>
</tr>
<tr>
<td>Original Transaction Reference Number</td>
<td>Copy and paste from Oracle Expenditure Details to identify payroll details associated with the expenditure</td>
</tr>
<tr>
<td>Fin Unit/Fund/Entity – Code</td>
<td>Search for all payroll paid from certain financial unit</td>
</tr>
<tr>
<td>Cost Transfer Code</td>
<td>See when a Direct Retro posted, see the from and to transactions</td>
</tr>
<tr>
<td>Job Code – Description</td>
<td>Narrow a search when an employee has more than one job (e.g. GSR-TUIT &amp; FEE REM vs GSR-NO REM)</td>
</tr>
<tr>
<td>Compensation Frequency</td>
<td>e.g. Search for faculty summer vs academic salary</td>
</tr>
</tbody>
</table>
Using the Prompts

Search by Employee Name - ID

Keywords:

1. Input keywords here
2. Select all
3. No Results

Choices:

Starts with any of these keywords
Starts with the first keyword and contains all of the remaining keywords
Contains any of these keywords
Contains all of these keywords

Case Insensitive

Add selected items to your choices

1. Sears, Allyson Katherine
2. Sears, Julie Christine - 10
3. Sears-Wiley, Elizabeth - 1
4. Sears, Sandie - 10365086
5. Sears, Heather C - 1054511
6. Sears, Jessica - 1045611
Using the Prompts

Select nothing = Return everything!

Use checkboxes only if you need to filter for something specific
Running the Report

To reset prompts after report has run, press the "Play" button on top left corner.

To export report into a different format, press the caret next to the reset button.
Primary use: Reconciliation to anticipated payroll

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Employee ID</th>
<th>Position</th>
<th>Pay Period End Date</th>
<th>Earnings Period End Date</th>
<th>Project Task</th>
<th>Salary Grouped Total</th>
<th>Fringe Grouped Total</th>
<th>Salary and Fringe Grouped Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>40649404T - ASS'T PROJ SCIENTIST-FY</td>
<td>09/30/2021</td>
<td>06/30/2021</td>
<td>1032464-1</td>
<td>$6,191.87</td>
<td>$3,202.33</td>
<td>$9,394.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$9,394.00</td>
</tr>
<tr>
<td>407620503 - GSR-TU/T &amp; FEE REM</td>
<td>09/30/2021</td>
<td>06/30/2021</td>
<td>1030264-12</td>
<td>$2,583.73</td>
<td>$58.65</td>
<td>$2,642.36</td>
<td></td>
<td></td>
</tr>
<tr>
<td>40779620 - SRA 3</td>
<td>09/30/2021</td>
<td>06/30/2021</td>
<td>2000511-1</td>
<td>$2,435.85</td>
<td>$1,420.52</td>
<td>$3,851.47</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2000650-1</td>
<td>$2,435.85</td>
<td>$1,368.48</td>
<td>$3,804.33</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$7,695.90</td>
<td></td>
</tr>
<tr>
<td>40728860 - GSR-NO REM</td>
<td>09/30/2021</td>
<td>06/30/2021</td>
<td>1030284-12</td>
<td>$698.73</td>
<td>$15.86</td>
<td>$714.59</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$714.59</td>
<td></td>
</tr>
<tr>
<td>400504515 - PROF-AV</td>
<td>09/30/2021</td>
<td>06/30/2021</td>
<td>2006460-1</td>
<td>$1,541.00</td>
<td>$555.22</td>
<td>$2,096.22</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2006460-1</td>
<td>$1,541.00</td>
<td>$555.22</td>
<td>$2,096.22</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2006460-1</td>
<td>$1,541.00</td>
<td>$555.22</td>
<td>$2,096.22</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2006460-1</td>
<td>$1,541.00</td>
<td>$555.22</td>
<td>$2,096.22</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2006460-1</td>
<td>$1,541.00</td>
<td>$555.22</td>
<td>$2,096.22</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$20,063.78</td>
<td></td>
</tr>
</tbody>
</table>

Note
- Salary amount includes:
  - vacation usage
  - salary accruals
- Fringe amount includes:
  - general liability
  - benefits accruals
  - vacation assessment
  - vacation reimbursement
  - UCRP supplement assessment
Primary use: View additional key payroll details like compensation and CBR rates, fringe detail

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Employee ID</th>
<th>Pay Period Start Date</th>
<th>Pay Period End Date</th>
<th>Earnings Period Start Date</th>
<th>Earnings Period End Date</th>
<th>Department</th>
<th>Position/Job Number</th>
<th>COA Project</th>
<th>COA Task</th>
<th>Transaction Type</th>
<th>Account</th>
<th>COOA Funding Source</th>
<th>Salary</th>
<th>Fringe</th>
<th>CBR Rate</th>
<th>CBR Source</th>
<th>Pay Category</th>
<th>Pay Source</th>
<th>Salary Cap Rate</th>
<th>Salary Comp Rate</th>
<th>Employee CBR Rate</th>
<th>Employee Salary Hours</th>
<th>Employee Salary Earned</th>
<th>Employee Salary Base</th>
<th>Monetary Amount</th>
</tr>
</thead>
</table>
|               |            | 06/30/2021            | 06/30/2021          | 06/30/2021                | 06/30/2021               | 000303 - MEDICINE | 40650020 - PROF-HCOMP | 1096597 - OTHR OP MEDICINE UNIVERSITY CORE FUNDS | 1 - MED Chairs Office Operating Account | Salary - 500000 | Academic Salary and Wages | $20,106.33 | 0.2766 | 5.28    | 3.00%       | 3.00%       | $603.24
|               |            | 06/30/2021            | 06/30/2021          | 06/30/2021                | 06/30/2021               | 000303 - MEDICINE | 40650020 - PROF-HCOMP | 1096597 - SP RADY CHILDREN'S HOSPITAL | 1 - SP RADY CHILDREN'S HOSPITAL | Salary - 500000 | Academic Salary and Wages | $20,106.33 | 0.2766 | 7.11    | 4.94%       | 4.04%       | $811.88
|               |            | 06/30/2021            | 06/30/2021          | 06/30/2021                | 06/30/2021               | 000303 - MEDICINE | 40650020 - PROF-HCOMP | 1096597 - SP RADY CHILDREN'S HOSPITAL | 1 - SP RADY CHILDREN'S HOSPITAL | Salary - 500000 | Academic Salary and Wages | $20,106.33 | 0.2766 | 14.40   | 10.00%      | 8.23%       | $1,654.35
|               |            | 06/30/2021            | 06/30/2021          | 06/30/2021                | 06/30/2021               | 000303 - MEDICINE | 40650020 - PROF-HCOMP | 1096597 - SP RADY CHILDREN'S HOSPITAL | 1 - SP RADY CHILDREN'S HOSPITAL | Fringe - 500000 | Composite Benefit Rate Campus | $20,106.33 | 0.2766 |         |            |            | $166.86
|               |            | 06/30/2021            | 06/30/2021          | 06/30/2021                | 06/30/2021               | 000303 - MEDICINE | 40650020 - PROF-HCOMP | 1096597 - SP RADY CHILDREN'S HOSPITAL | 1 - SP RADY CHILDREN'S HOSPITAL | Fringe - 500000 | Composite Benefit Rate Campus | $20,106.33 | 0.2766 |         |            |            | $224.57
|               |            | 06/30/2021            | 06/30/2021          | 06/30/2021                | 06/30/2021               | 000303 - MEDICINE | 40650020 - PROF-HCOMP | 1096597 - SP RADY CHILDREN'S HOSPITAL | 1 - SP RADY CHILDREN'S HOSPITAL | Fringe - 500000 | Composite Benefit Rate Campus | $20,106.33 | 0.2766 |         |            |            | $457.59
|               |            | 06/30/2021            | 06/30/2021          | 06/30/2021                | 06/30/2021               | 000303 - MEDICINE | 40650020 - PROF-HCOMP | 1096597 - OTHR OP MEDICINE UNIVERSITY CORE FUNDS | 1 - MED Chairs Office Operating Account | Fringe - 500300 | Leave Assessment | $20,106.33 | 0.2766 |         |            |            | $48.26
|               |            | 06/30/2021            | 06/30/2021          | 06/30/2021                | 06/30/2021               | 000303 - MEDICINE | 40650020 - PROF-HCOMP | 1096597 - SP RADY CHILDREN'S HOSPITAL | 1 - SP RADY CHILDREN'S HOSPITAL | Fringe - 500300 | Leave Assessment | $20,106.33 | 0.2766 |         |            |            | $64.95
|               |            | 06/30/2021            | 06/30/2021          | 06/30/2021                | 06/30/2021               | 000303 - MEDICINE | 40650020 - PROF-HCOMP | 1096597 - SP RADY CHILDREN'S HOSPITAL | 1 - SP RADY CHILDREN'S HOSPITAL | Fringe - 500300 | Leave Assessment | $20,106.33 | 0.2766 |         |            |            | $132.35
|               |            | 06/30/2021            | 06/30/2021          | 06/30/2021                | 06/30/2021               | 000303 - MEDICINE | 40650020 - PROF-HCOMP | 1096597 - OTHR OP MEDICINE UNIVERSITY CORE FUNDS | 1 - MED Chairs Office Operating Account | Fringe - 531001 | General Utililty Program GAEL | $20,106.33 | 0.2766 |         |            |            | $4.89

Overall - Total: $4,168.94
### Salary-Derived Effort Percent

Only calculated for effort-bearing Earn Codes.

0% for incentives, bonuses, cap gap.

*Known issue: Direct Retros on capped salary do not display correct effort percentage. Use Monetary Amount/Salary cap rate to determine effort percentage.*

### Salary Total Pay Component Percent

% of total salary (including incentives, bonuses, cap gap, etc.) paid the transaction represents; total salary % is 0 for bi-weekly accrual or accrual reversal transactions

### Employee CBR Rate

CBR rate for the assigned group of the primary job. This may not be the actual rate applied when the position is split funded between MC and campus. The earn code must also be eligible for CBR rate application.

### Salary cap rate

Salary cap applied to the funding source. Not necessarily the salary rate for the employee, if the employee's salary is under the cap.
Salary-Fringe Condensed Detail view

Provides the entire column set for detailed analysis

<table>
<thead>
<tr>
<th>Column Heading</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job FTE</td>
<td>Full time equivalent or employment percentage of full time. FTE is defaulted from Position Data.</td>
</tr>
<tr>
<td>Job Code</td>
<td>Job number</td>
</tr>
<tr>
<td>Earnings Code, Type</td>
<td>Salary earnings code, description</td>
</tr>
<tr>
<td>Compensation Frequency</td>
<td>Hourly or Monthly, 9/12-AY or 12/12-FY</td>
</tr>
<tr>
<td>Full chartstring</td>
<td>Entity, Fund, FinU, Function, Project, Task, Account</td>
</tr>
<tr>
<td>Project Manager</td>
<td>As assigned in Oracle</td>
</tr>
<tr>
<td>OTC Indicator Code</td>
<td>OTC-N (up to the cap amount) or OTC-Y (over the cap amount)</td>
</tr>
<tr>
<td>Cost Transfer Code</td>
<td>Direct Retro number</td>
</tr>
</tbody>
</table>
| Original Transaction Reference Number | Used to tie UCPath transaction detail to OFC summarized expenses.  
Concatenated string of [Pay run code].[Journal ID].[Journal Line number] |

Descriptions for all column headings available on the [Payroll Reconciliation Toolkit](#).
Primary Use: Troubleshooting specific issues

- Identify specific Direct Retros to see how they posted
- Identify specific Original Transaction Reference Numbers
- Identify all payroll charges (salary, benefits, accruals) for a person and period and tie to Original Transaction Reference Numbers to do cost transfers in Oracle
- Troubleshoot discrepancies between Labor Ledger and Oracle, including default project reconciliation COVERED IN DETAIL NEXT WEEK!
The key that ties the Labor Ledger (UCPath) to the financial ledger (Oracle)

- **Pay Run Code**: 210531M0 X
- **Journal ID**: PJ00001548
- **Journal Line Number**: 495

- **Pay Run Code**: 210612B 2 X
- **Journal ID**: PT00003466
- **Journal Line Number**: 225

**Earnings Period End Date (YYMMDD)**

- M = Monthly pay
- B = Biweekly pay

**Pay run of the month**

- X = On-cycle pay
- Y = Off-cycle pay

**NOTE**: All individuals for a given chartstring and pay date will be included in a single Original Transaction Reference Number.
## Common Salary and Fringe Account Codes

<table>
<thead>
<tr>
<th>Salary</th>
<th>Fringe</th>
</tr>
</thead>
<tbody>
<tr>
<td>500000 – Academic Salary and Wages</td>
<td>508000 – Composite Benefit Rate Campus</td>
</tr>
<tr>
<td>501000 – Non-Academic Salary and Wages</td>
<td>505500 – UCRP Supplement Assessment (RPNI)</td>
</tr>
<tr>
<td>504000 – Academic Salary Accrual</td>
<td>508200 – Benefits Accrual/Reversal</td>
</tr>
<tr>
<td>504001 – Non-Academic Salary Accrual</td>
<td>531001 – General Liability Program GAEL</td>
</tr>
<tr>
<td>511002 – Graduate and Postdoc Aid/Fellowship</td>
<td>508300 – Leave Assessment</td>
</tr>
<tr>
<td>500005 – Academic Vacation Used</td>
<td>501005 – &quot;Non-Academic Vacation Used&quot; (Vacation Reimbursement on/before 6/30/2021)</td>
</tr>
<tr>
<td>501005 – Non-Academic Vacation Used</td>
<td>508306 – Vacation Reimbursement (replaces 501005 7/1/2021+)</td>
</tr>
</tbody>
</table>

**Note:** 500005/501005 Oracle Expenditure Type is "Vacation Reimbursement" under Personnel Expenses. This will be updated in FY22 to reflect vacation used as a salary expense.
## Commonly Used Earn Codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Usage</th>
<th>CBR-eligible</th>
</tr>
</thead>
<tbody>
<tr>
<td>REG</td>
<td>Regular Pay</td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td>HLN/HOL</td>
<td>Holiday-Regular Hourly/Salaried</td>
<td></td>
<td>No</td>
</tr>
<tr>
<td>VCN/VAC</td>
<td>Vacation Leave-Used Hourly/Salaried</td>
<td></td>
<td>No</td>
</tr>
<tr>
<td>S1L/SKL</td>
<td>Sick Leave-Paid Hourly/Salaried</td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td>OTS/OTP</td>
<td>Overtime Pay-Straight/Premium</td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td>ACA</td>
<td>Additional Comp-Admin</td>
<td>Summer salary for administration for 9-month faculty</td>
<td>Yes</td>
</tr>
<tr>
<td>ACR</td>
<td>Additional Comp-Research</td>
<td>Summer salary from grants for 9-month faculty</td>
<td>Yes</td>
</tr>
<tr>
<td>NNC</td>
<td>Negotiated Sal Plan-Additional</td>
<td>Negotiated increment for GCCP</td>
<td>Yes</td>
</tr>
<tr>
<td>HSR</td>
<td>HSCP-Regular (X)</td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td>HSP</td>
<td>HSCP-Differential (X Prime)</td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td>HSN</td>
<td>HSCP-Negotiated (Y)</td>
<td>Negotiated Increment for Health Sciences Comp Plan</td>
<td>Yes</td>
</tr>
<tr>
<td>HSZ</td>
<td>HLTH Sciences-Z (General)</td>
<td>Health Sciences Comp Plan Incentives</td>
<td>No</td>
</tr>
<tr>
<td>RG8/RG9</td>
<td>NRA Regular Pay</td>
<td>Non-Resident Aliens</td>
<td>Yes</td>
</tr>
</tbody>
</table>
Earn codes impact vacation and benefits assessments

Assessments are based on eligible earn codes and their configurations.

- **Earn Codes Detail Report available on BAH (updated report in development)**
- **UCPath > QuickLinks > Payroll Resources > Payroll Configuration Codes > Earn Codes List**
Important things to note about the DOPEs and Assessments

CBR
• Report shows Composite Benefit Rate (CBR) for primary job
• Split funding between Med Center and campus is calculated using each entity’s rate and % of total pay.
• Summer Salary group and rate not correct prior to July 1, 2021

VLA
• The cost of accrued vacation leave equals the Vacation Leave Assessment rate multiplied by the gross salary on each eligible earn code.
• Vacation Leave Assessment will continue to be charged against applicable earnings even after an employee reaches their vacation accrual maximum
• There is no Vacation Leave Assessment for employees whose leave entitlement doesn’t create a liability at the end of their employment (i.e. if it’s governed by a “use it or lose it policy”)

GAEL & RPNI
• General Liability (GAEL) and UCRP Supplemental Interest (RPNI) are redirected when the position funding contains a Fund that UCPath recognizes as a federal or federal-flow-through sponsored project
Additional Resources on CBR/VLA

CBR
https://blink.ucsd.edu/finance/costing-analysis/cbrs/index.html

What do I Do if the Incorrect CBR Rate has been Applied?
https://support.ucsd.edu/path?id=kb_article_view&sys_kb_id=049c99001bfea410df40ed7dee4bcbd6

Vacation Leave Accounting
https://blink.ucsd.edu/finance/payroll/processes/vaclac.html

How to Understand Vacation Accounting Transactions in UCPath
https://support.ucsd.edu/path?id=kb_article_view&sys_kb_id=ea59e7f31bcd7c10506f64e8624bcb38

UCPath Funding FAQs
https://support.ucsd.edu/path?id=kb_article_view&sys_kb_id=0721b07b1b743c10506f64e8624bcb32
Reporting Resources

KBA0032888: UCPath Reports FAQ

UCPath Reports Blink page

Job Aid: How to Run Reports from the Reports Dashboard

Payroll Reconciliation Toolkit
BEST PRACTICES

Use the DOPE with Combined Salary & Fringe, Condensed Column Set, and Employee Summary Report

- This one has everything you need!

Check your search criteria

- Do not enter too many search criteria
- Use "contains any of these key words"
- Use check boxes only if you need to filter for something specific
• Is it possible to generate the new DOPE report by VC area? **Yes you should be able to filter by entity or finu.**

• The new DOPE report is great, but we need the same information that was on the DOPE report in the old system, the new summary report doesn’t have all the same info. We need the old system DOPE report for billing purposes. **Please submit an enhancement request.**

• When looking for the employee, is it possible to have the list be alphabetical? The Employee Name field only picks up the last name, and then the results are not alphabetical, and for someone with a common last name, it takes a long time to find the employee. **Please submit enhancement request.**

• **Recording and ppt will be posted:** [https://ucpath.ucsd.edu/training/review.html](https://ucpath.ucsd.edu/training/review.html)

• Is there a list of payroll connected expenses that are moved when a direct retro is processed. For example NGN, HSIT, GAEL. **BAH report for NGN, GAEL is on DOPEs NGN/HSIT moved in arrears.**

• **CBR Summer salary corrections:** Nov 2020, March 2021, and June 2021

• Sylvia mentioned that some employees have “use it or lose it” and won’t continue to accrue. What is an example of what type of employee is “use it or lose it” **Post Docs, House Staff**
• If I just need to see efforts for RPPR, what is the best report to run? **Use the DOPES**

• The total effort tends to fluctuate for employees that are 1.0 FTE - some months have .98 and other might show over 1.0 FTE. Will this be corrected? **Submit a SNOW ticket with examples.**

• In general, do you know why the amount paid for two consecutive bi-weekly pay periods for an employee can vary by hundreds if not thousand dollars? It can be difficult to anticipate how much will be charged for a pay period. Does the Payroll Projection Report/Personnel Expense Projection Report help with this? **Submit a SNOW ticket with examples.**

• If we have GAEL posted on a sponsored account should we start a ticket? **Submit a SNOW ticket if you do not see the credit, there should have been a correction.**

• We have about 10 employees with UCPATH payroll that hit the DOPES (for May & June 2020), but posted to a legacy/IFIS index. We've been trying to find a way to move them off IFIS and onto Oracle, via a ticket submission about a month and a half ago, but no resolution yet. Any suggestions here on how to move those to correct project numbers? **Oracle Cost Transfer tool is your best option.**