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| **USPS-R Reports Option** | **USPS Classic Programs** | **Definition** |
| **Report Bundles** | New Feature |  Can be used to set up single or multiple reports to be emailed to a user at any time |
| **Report Manager****(Template Reports)** | New Feature | Predefined SSDT template report definitions as well as user-created reports are displayed here; can Import and Create reports |
| ***Import Report*** | Safari Report/Shared Reports | Import Reports from an outside source. Must be in .JSON format. |
| ***Create Form*** |  | Allows the user to create alternate versions of forms like Direct Deposit Notices or Payroll Checks, they can add their own "Form" and then the dropdown will show these |
| **Custom Report Creator** | Safari and New Feature | Allows for dynamic reporting of all data objects in USPS-R |
| **Canned Reports** |  |  |
| **ACH Submission** |   |   |
| ***ACH Submission*** | PAYDIR | It creates an ACH file which is uploaded to the bank for payroll |
| ***HSA Submission*** | PAYDED | It creates an HSA file which is uploaded to the bank  for HSA Payroll Items (HSA deductions) |
| **Afford Report** | AFFORD | Will assist in determining if an employee will exceed 30 hours per week or 130 hours per month and therefore, be classified as full-time under the Affordable Care Act (ACA). |
| **Auditor of State CSV Report** | USPAUDIT | This program extracts USPS check history information into specially formatted files for use by auditors. Auditors will use these files to assist in automating the audit process. |
| **Benefit Obligation By Account** | BENOBL/BENACT | Provides information by Account about the dollar amount of benefit obligations a district would incur if employees were to use their entire sick, vacation, and personal balances. |
| **Benefit Obligation By Employee** | BENOBL/BENEMP | Provides information by Employee about the dollar amount of benefit obligations a district would incur if employees were to use their entire sick, vacation, and personal balances. |
| **Census Report** | CENSUS | The CENSUS program will create a common census file per ING requirements |
| **Check STRS Advance** | CHKSTRS | Report showing employee’s STRS Advance Payments |
| **CRDC Report** | CRDC Report | Civil Rights Reports-produces a report listing different required variables for specific reporting groups |
| **EMIS Reports** | Similar to PERDET | Option produces a report listing data errors or invalid data prior to EMIS reporting. |
| **Employee Earnings Register** | ERNREG | Can be ran for one and all Employees or Pay Groups receiving a pay check. |
| **Employee Master** | EMPMST | Report that reflects the Core program data element fields. |
| **Employer Distributions** | BRDDIS | Generates a worksheet to provide you with dollar amounts for the distribution of board paid deductions to the proper USAS accounts |
| **Employer Retirement Share** | BRDRET | Distributes the board's retirement share by allocating amounts to non-general (non-001) fund accounts at a flat 14% rate of the current payroll items paid. |
| **Job Calendar Report** | CALRPT | Produces a report showing job calendars which have been created. |
| **Leave Balance Report** | BENRPT | The Leave Balance Report shows the balances of sick, vacation, and personal leave. |
| **Leave Projection Report** | LEVPRO | This program creates a posting file from which absences may be charged to the proper leave accounts. |
| **New Contract Report** | NEWCNT/REPORT | Generate a report outlining purged contract information |
| **ODJFS New Hire Report** | NEWHIRE | To assist in the reporting of new employees to the Ohio Department of Job and Family Services |
| **ODJFS Report** | ODJFSRPT | Generates a report of quarter-to-date figures for employees and provides information necessary to complete the IRS Form 941 Quarterly statement. Creates submission file to submit to ODJFS for unemployment purposes. |
| **Payment Transaction Status Report** | CHKSTS | Generates a report that lists the check number; check status and type; employee ID, deduction code, or vendor number (depending on the check type); name; issue date; period ending date; date voided; date reconciled; gross pay; and net pay |
| **Perfect Attendance Report** | ABSRPT/ABS104 | Staff Absence No Activity Report |
| **Quarter Report** | QRTRPT | Generates a report of quarter-to-date figures for employees and provides information necessary to complete the IRS Form 941 Quarterly statement. |
| **SERS New Hire Report** | RETIRE/SERSHIRE | Create a projection report or a new employee enrollment file to upload to the eSERS website. |
| **SERS Per Pay Report** | RETIRE/SERSREG | Creates a projection report to verify State Employees Retirement System (SERS) and will create a tape file used for submission of data to SERS (per pay). |
| **SERS Surcharge Report** | SURCHG | Creates reports that will assist with the SERS surcharge calculations and GAAP reporting. |
| **STRS Advance** | STRSAD | Allows you to create Advance FYTD, Advance Position and Non Advanced reports. Also can create the tape file for the STRS annual report submission. |
| **STRS Monthly Report** | RETIRE/STRSMONTH | Creates a report for STRS balancing purposes |
| **STRS New Hire Report** | RETIRE/STRSHIRE | Creates a projection report as well as an option to create a STRS New Hire submission file and submit it to STRS.  |
| **STRS Report** | RETIRE/STRSREG | Creates a projection report to verify State Employees Retirement System (STRS) as well as an option to create a STRS submission file and submit it to STRS.  |
| **Wage Obligation By Account** | WAGOBL/WAGACT | Generates a report listing the district's current accrued wage obligations by account code. |
| **Wage Obligation By Employee** | WAGOBL/WAGEMP | Generates a report listing the district's current accrued wage obligations by employee. |
| **W2 Report and Submission** | W2PROC | Program creates reports, form files, data files, and tape files used for reporting W2 wage information at calendar year end |