



Data Maintenance Advisory

2011- 7

Issue Date: November 2011

Topic: CCAS Spreadsheet v1.2 Posted in Pay Pool Notices

Discussion: The new CCAS Spreadsheet, version 1.2, was created to correct the information for employees on retained pay.

Issue #1 – The formula in column DH incorrectly used the employee’s retained rate of pay to calculate the 2012 expected OCS. The fix uses the top of the band pay for the calculation.

Issue #2 – The chart on the CCAS Salary Appraisal Form Part 1 incorrectly plotted OCS versus the actual retained rate pay. The fix plots OCS versus the top of the broadband pay. For employees on retained pay, the following statement will show above the Remarks section on the Part 1: “Employee Contribution Chart shown at left has been adjusted to compare OCS with top of the broadband for employee on retained pay.”

Action: Use the updated CCAS Spreadsheet v1.2 found in Pay Pool Notices to facilitate pay pool deliberations if you have employee on retained pay. Do a round-trip in CAS2Net to use the updated spreadsheet if your pay pool has already met so you do not lose any data/scores.

Note: The use of CCAS 2011 v1.2 is required only for pay pools that have employees on retained pay. If your pay pool does not have any employee on retained pay, then you may continue to use CCAS 2011 v1.1.xls for your deliberations and final upload.