Retro Date Exception Report

Transaction Code:
ZHR_RPTPYN36

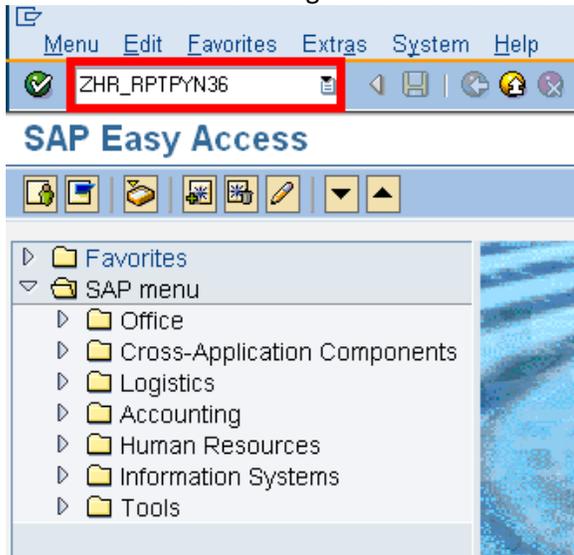|	
Purpose	Use this procedure to identify the names of employees who did not get their *Payroll Status (0003)* Infotype updated by the Retro Solution process completed by the Department of Personnel on each Day 4 of payroll processing.
Trigger	Use this procedure when you need to identify employees who did not receive an update to the *Payroll Status (0003)* Infotype.
Prerequisites	None.
End User Roles	In order to perform this transaction you must be assigned the following roles: Payroll processor

Change History	Change Description
5/5/2010	Procedure created

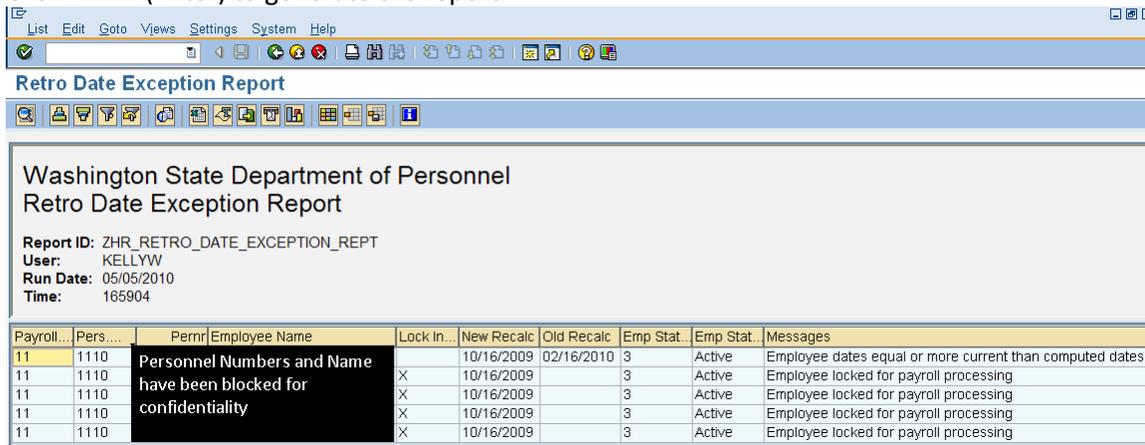|	
Menu Path	None
Transaction Code	ZHR_RPTPYN36

Procedure

1.   Start the transaction using the transaction code **ZHR_RPTPYN36**.

2.

Click (Enter) to generate the report:

![info icon] The report will display two messages:
1.   '**Employee dates equal or more current than computed dates'** A date already exists and the time period in the past is less than the date calculated on the **Earls. Pers. RA date** on the *Payroll Status (0003)* Infotype.
2. **'Employee locked for payroll processing'** Employee's record was locked due to a payroll processing error, or at the request of the agency. The *Payroll Results (0003)* Infotype was not updated.

Results
You have successfully generated the Retro Date Exception Report.

![HR WSD Personnel logo]