

Oregon State Payroll Application (OSPA)  
**OSPS\_WORK\_SCHED Table Reference Guide**

**This table is not designed to be used alone.** It is designed to be used in conjunction with another OSPA Datamart table.

To use this table in conjunction with another OSPA Datamart table, drag both tables into the Hyperion work area. Depending on your software settings, joins between the two tables may or may not auto-connect.

If the fields do not auto-join, join them manually. You will join the Employee Num and Agency Num fields together.

If you use this table with the OSPS\_LV\_ACCRUAL table and your joins happen automatically, you will need to disconnect the join between the “concrnt job num” fields in order for any query to work.

Field Name	Field Definition	OSPA Screen Reference
AGENCY NUM	The 5-digit payroll agency number. This can be different from an employee’s home agency, and is driven by the PPDB “PR AGENCY” field.	P030
CONCRNT JOB NUM	Number computer-assigned by PPDB to permit separate control of multiple jobs for an employee within an agency.	P030
EMPLOYEE NUM	9-character alphanumeric identifier beginning with “OR”, assigned by PPDB to uniquely identify an employee without using a Social Security number.	P030
LOAD DATE	The date that this information was loaded to the Datamart warehouse. This field has no relation to the Pay Period Ending date.	N/A
WORK SCHED CODE	This is the 3-character code used by OSPA to reference work schedule tables which specify hours projected to work each day.  See the Work Schedule Code Database or code lists for a complete listing of current work schedule codes.	P020
WORK SCHED END DATE	The date this work schedule ended. See the dedicated work schedule table document for an explanation how to query for specific dates.  NOTE: To query for codes without an end date, limit your query to 12/31/9999.	P020
WORK SCHED START DATE	The date this work schedule began. See the dedicated work schedule table document for an explanation how to query for specific dates.	P020

Field Name	Field Definition	OSPA Screen Reference
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\* You cannot use the pay period ending field of any table to limit work schedule data. You must use this procedure instead:

1. Limit the “Work Sched Start Date” to be “less than or equal to” the LAST day of the pay period
2. Limit the “Work Sched End Date” to be “greater than or equal to” the FIRST day of the pay period

EXAMPLE for querying the November 2009 pay period:

