

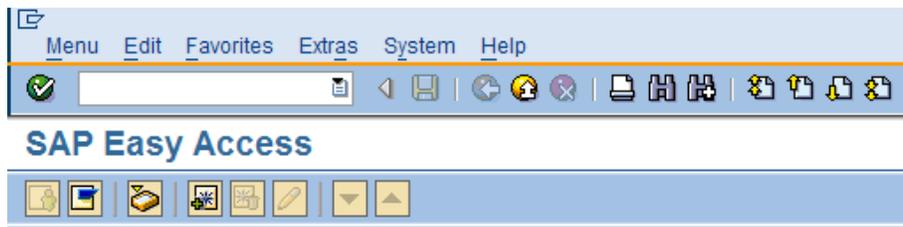


SEVERANCE PAY CALCULATIONS

JOB AID PER-47 | ZSEV REPORT

PER

The purpose of this job aid is to explain the steps to run ZSEV, Severance Pay Calculations.



1. Type **ZSEV** in the Command field on the SAP Easy Access screen and press J. The Severance Pay Calculations screen is displayed.

Severance Pay Calculations

Employee Number Date of RIF Separation

Employee Name

Personnel Area

Position Number

Employee Salary

Current Service Months As Of

Service Factor 0.00

Date of Birth

Age Factor 0.00

Total Severance Pay 0.00 Distributed Over 0 Months

0.00 Per Month

(Based on 0.00 Years of Service)

Note:

2. Enter an employee number in the Employee Number field.
3. Enter the RIF separation date in the Date of RIF Separation field and press J.

Example 1

Severance Pay Calculations

Employee Number

Date of RIF Separation

Employee Name

Personnel Area

Position Number

Employee Salary

Current Service Months

As Of

Service Factor

$(31705.00 / 12) * 1 = 1220.00$

Date of Birth

Age Factor

$(31705.00 * .025) * 0$

Total Severance Pay

Distributed Over

Months

Per Month

(Based on Years of Service)

Note: **All the information above is based on current data in SAP.
Please verify and make any necessary changes.

NOTE: You can change the date and employee salary for projected calculations. It automatically changes service months.

Example 2

Severance Pay Calculations

Employee Number	80000117	Date of RIF Separation	03/01/2009
Employee Name	Angela Bass		
Personnel Area	4601 Cultural Resources		
Position Number	60083302 Director Division Of Historical Resourc		
Employee Salary	54,250.00		
Current Service Months	14	As Of	03/01/2009
Service Factor	4,520.83 (54250.00 / 12) * 1 = 4520.83		
Date of Birth	12/02/1948		
Age Factor	4,520.83 *** See Note Below ***		
Total Severance Pay	9,041.66	Distributed Over	1 Months
	9,041.66	Per Month	
	(Based on 1.17 Years of Service)		

Note: The Employee Age Factor Amount exceeded the Service Factor, therefore the Service Factor Amount replaced the Age Factor.
 **All the information above is based on current data in SAP.
 Please verify and make any necessary changes.