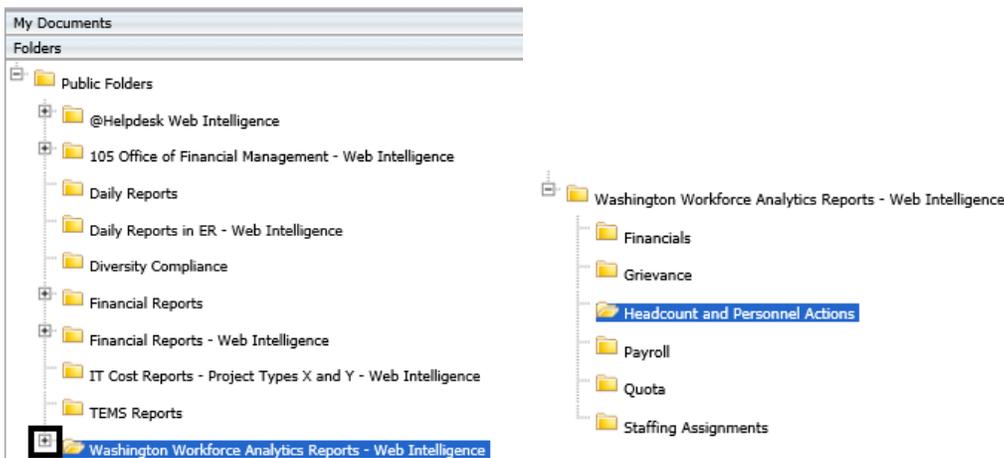


### HR Management - Age Distribution (HPA-007)

Description: Number and percent of employees and WMS employees by age range. Excludes non-employees.

- ✓ **Universe** WWA EDW Headcount and Personnel Actions.unx
- ✓ **Required filter prompt** Calendar Year Month
- ✓ **Age Distribution (default view)**
- ✓ **Additional information** Restrictions for WMS employees are based on the Workforce Indicator which was implemented in July 2007.

The standard report is located in the Washington Workforce Analytics Reports – Web Intelligence > Headcount and Personnel Actions folder.



### Sample – HR Management Age Distribution

**HR Management Age Distribution**  
Report Number: HPA-007

Description: Number and percent of employees and WMS employees by age range. Excludes non-employees.

Note: Restrictions for WMS employees based on the Workforce indicator which was implemented in July 2007.

Age Range	All Employee Count	All Employee Percent	WMS Employee Count	WMS Employee Percent
Total	530		19	
15-19 Years of Age		0.00%		0.00%
20-24 Years of Age	6	1.13%		0.00%
25-29 Years of Age	41	7.74%		0.00%
30-34 Years of Age	78	14.72%		0.00%
35-39 Years of Age	68	12.83%		0.00%

### Prompts

Prompt values restrict the data pulled from the Enterprise Data Warehouse.

**Required Prompt** must include value(s) for Calendar Year Month.

### Optional Prompts

- |                           |                            |                               |
|---------------------------|----------------------------|-------------------------------|
| ✓ Business Area (EE)      | ✓ Job Code (EE)            | ✓ Personnel Area Code (EE)    |
| ✓ Business Area Code (EE) | ✓ Organizational Unit      | ✓ Personnel Subarea (EE)      |
| ✓ Job (EE)                | ✓ Organizational Unit Code | ✓ Personnel Subarea Code (EE) |
| ✓ Job Class Abbr (EE)     | ✓ Personnel Area (EE)      |                               |

### Query Results

#### Default Data Fields

These fields are included in the standard report by default and should not be removed. Adding or removing default data fields will impact the integrity of the data.

- |                      |                      |                            |
|----------------------|----------------------|----------------------------|
| ✓ Total              | ✓ 30-34 Years of Age | ✓ 50-54 Years of Age       |
| ✓ 15-19 Years of Age | ✓ 35-39 Years of Age | ✓ 55-59 Years of Age       |
| ✓ 20-24 Years of Age | ✓ 40-44 Years of Age | ✓ 60-64 Years of Age       |
| ✓ 25-29 Years of Age | ✓ 45-49 Years of Age | ✓ 65 Years of Age and Over |

#### Additional Fields

These fields may be added to the standard report views for additional analysis. Adding or removing additional data fields will not impact the integrity of the data.

- |                           |                            |                                 |
|---------------------------|----------------------------|---------------------------------|
| ✓ Business Area (EE)      | ✓ Fiscal Year Quarter      | ✓ Personnel Area Code (EE)      |
| ✓ Business Area Code (EE) | ✓ Gender                   | ✓ Personnel Number              |
| ✓ Calendar Year           | ✓ Job (EE)                 | ✓ Personnel Subarea (EE)        |
| ✓ Calendar Year Month     | ✓ Job Class Abbr (EE)      | ✓ Personnel Subarea Code (EE)   |
| ✓ Calendar Year Quarter   | ✓ Job Code (EE)            | ✓ Position                      |
| ✓ Contract Type           | ✓ Name – Full              | ✓ Position Code                 |
| ✓ Duty Station County     | ✓ Organizational Unit      | ✓ Unemployment County           |
| ✓ Employee Group (EE)     | ✓ Organizational Unit Code | ✓ Unemployment County Code      |
| ✓ Employee Subgroup (EE)  | ✓ Part Time Indicator      | ✓ Work Contract                 |
| ✓ Employment Status       | ✓ Pay Area (EE)            | ✓ Work Contract Code            |
| ✓ Fiscal Year             | ✓ Pay Area Code (EE)       | ✓ Workforce Indicator (EE)      |
| ✓ Fiscal Year Month       | ✓ Personnel Area (EE)      | ✓ Workforce Indicator Code (EE) |

### Measures

These measures are included in the standard report and should not be removed. Adding or removing measures will impact the integrity of the data.

- ✓ Age (Years)
- ✓ Distinct Employee Count

### Restrictions and Calculations

Restrictions and calculations are built in to the report to create standardized results across the enterprise.

#### Age Range

##### 15-19 Years of Age

Age (Years)

- ✓ Less than 20

##### 20-24 Years of Age

Age (Years)

- ✓ Greater than or equal to 20 and less than 25

##### 25-29 Years of Age

Age (Years)

- ✓ Greater than or equal to 25 and less than 30

##### 30-34 Years of Age

Age (Years)

- ✓ Greater than or equal to 30 and less than 35

##### 35-39 Years of Age

Age (Years)

- ✓ Greater than or equal to 35 and less than 40

##### 40-44 Years of Age

Age (Years)

- ✓ Greater than or equal to 40 and less than 45

##### 45-49 Years of Age

Age (Years)

- ✓ Greater than or equal to 45 and less than 50

##### 50-54 Years of Age

Age (Years)

- ✓ Greater than or equal to 50 and less than 55

##### 55-59 Years of Age

Age (Years)

- ✓ Greater than or equal to 55 and less than 60

##### 60-64 Years of Age

Age (Years)

- ✓ Greater than or equal to 60 and less than 65

##### 65 Years of Age and Over

Age (Years)

- ✓ Greater than or equal to 65

#### All Employee Count

- ✓ Employee Count by Age Range

#### All Employee Percent

- ✓ All Employee Count by Age Range divided by All Employee Count Total

#### Non-Employee Exclusions

Excludes the following Organizational Unit Codes:

- ✓ 30002393 FPB – Preparedness - Mobes
- ✓ 31000100 EMERGENCY FIRE FIGHTERS
- ✓ 31000101 EMERGENCY FIRE FIGHTERS
- ✓ 31000175 EMERGENCY FIRE FIGHTERS
- ✓ 31000176 EMERGENCY FIRE FIGHTERS
- ✓ 31000177 EMERGENCY FIRE FIGHTERS
- ✓ 31000178 EMERGENCY FIRE FIGHTERS
- ✓ 31000179 EMERGENCY FIRE FIGHTERS
- ✓ 31007000 FPB – Preparedness – Fire Mobes

Excludes the following Pay Area Code (EE):

- ✓ 44 Work Study Student

Excludes the following Personnel Area Codes (EE):

- ✓ 2201 Vol Firefighters/Res Officers
- ✓ 2251 WSP Disabled Non-Employee
- ✓ 2451 Mil Dept Misc Active Duty
- ✓ 3430 Higher Ed Coor Board
- ✓ 3460 Higher Ed Facilities
- ✓ 4611 Ecology Youth Corps
- ✓ 4612 Wa Conservation Corps
- ✓ 5401 Aberdeen Wex
- ✓ 5402 Bingen Wex
- ✓ 5403 Clallum Wex
- ✓ 5404 Kitsap Wex
- ✓ 5405 Okanogan Wex
- ✓ 5406 Okanogan Wex 2
- ✓ 5407 Rainier Wex
- ✓ 5408 Snohomish Wex
- ✓ 5409 Spokane Wex
- ✓ 5410 Tri-Cities Wex
- ✓ 5411 Americorp Star Vista
- ✓ 5412 Wa St Americorps
- ✓ 5413 JTPA 402 Prog Wen
- ✓ 5414 Washington Service Corps
- ✓ 5415 Washington Service Team
- ✓ 5416 Yakima Wex

### Non-Employee Exclusions, continued...

Excludes the following Personnel Subarea Code:

- ✓ 0005 Non-Employee

Excludes the following Work Contract Code:

- ✓ 24 Non-Employee

### Total

- ✓ Distinct Employee Count

### WMS Employee

Workforce Indicator Code (EE):

- ✓ 80148589 Classified WMS

### WMS Employee Count

- ✓ WMS Employee Count per Age Range

### WMS Employee Percent

- ✓ WMS Employee Count per Age Range divided by WMS Employee Count Total