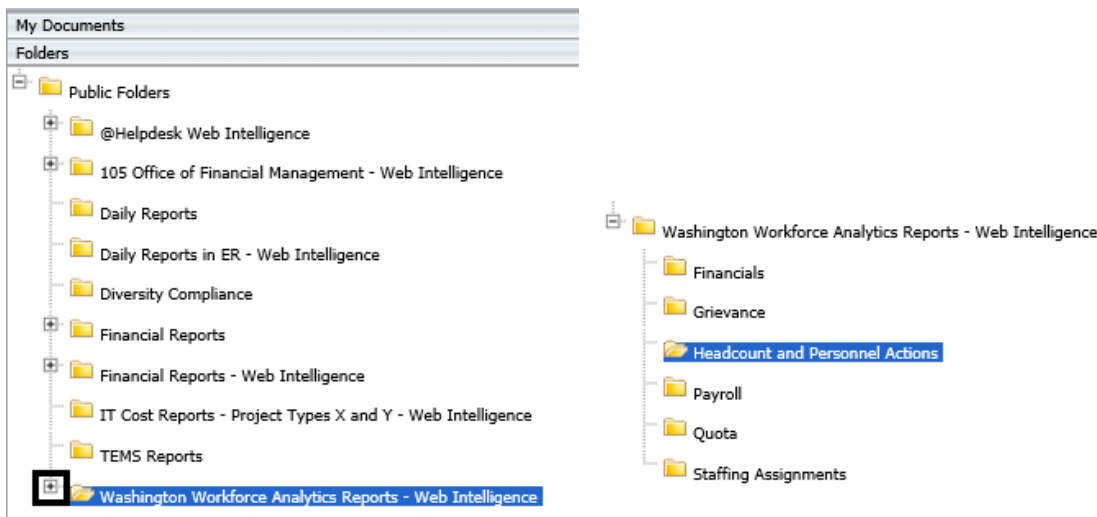


### Projected Service Years (HPA-011)

Description: Employee projected age and years of service based on Anniversary Date. Excludes non-employees. This report is not a retirement eligibility indicator.

- ✓ **Universe** WWA EDW Headcount and Personnel Actions.unx
- ✓ **Required filter prompt** Calendar Year Month
- ✓ **Projected Service Years - 1 Year (default view)**
- ✓ **Projected Service Years - 2 Years**
- ✓ **Projected Service Years - 3 Years**
- ✓ **Projected Service Years - 4 Years**
- ✓ **Projected Service Years - 5 Years**

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



### Sample - Projected Service Years > 1 Year View

**Projected Service Years - 1 Year**  
Report Number: HPA-011

Description: Employee projected age and years of service based on Anniversary Date. Excludes non-employees.

Note: This report is NOT a retirement eligibility indicator!

Calendar Year Month	Business Area Code (EE)	Business Area (EE)	Personnel Area Code (EE)	Personnel Area (EE)	Personnel Subarea Code (EE)	Personnel Subarea (EE)	Personnel Number	Name - Full
201709	1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented		
201709	1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented		
201709	1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented		
201709	1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented		
201709	1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented		
201709	1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented		
201709	1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented		

### Prompts

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

**Required Prompts** must include a value 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.

- |                               |                            |   |
|-------------------------------|----------------------------|---|
| ✓ Calendar Year Month         | ✓ Name – Full              | ✓ Retirement Plan Code                  |
| ✓ Business Area Code (EE)     | ✓ Date – Anniversary       | ✓ Retirement Plan                       |
| ✓ Business Area (EE)          | ✓ Job Class Abbr (EE)      | ✓ Age (Years)                           |
| ✓ Personnel Area Code (EE)    | ✓ Job Code (EE)            | ✓ Service Years (Anniversary)           |
| ✓ Personnel Area (EE)         | ✓ Job (EE)                 | ✓ Projected Age (Years)                 |
| ✓ Personnel Subarea Code (EE) | ✓ Position Code            | ✓ Projected Service Years (Anniversary) |
| ✓ Personnel Subarea (EE)      | ✓ Position                 |   |
| ✓ Personnel Number            | ✓ Retirement Plan Eligible |   |

#### 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.

- |                          |                            |                                 |
|--------------------------|----------------------------|---------------------------------|
| ✓ Calendar Year          | ✓ Fiscal Year              | ✓ Pay Area Code (EE)            |
| ✓ Calendar Year Quarter  | ✓ Fiscal Year Month        | ✓ Unemployment County           |
| ✓ Contract Type          | ✓ Fiscal Year Quarter      | ✓ Unemployment County Code      |
| ✓ Duty Station County    | ✓ Organizational Unit      | ✓ Work Contract                 |
| ✓ Employee Group (EE)    | ✓ Organizational Unit Code | ✓ Work Contract Code            |
| ✓ Employee Subgroup (EE) | ✓ Part Time Indicator      | ✓ Workforce Indicator (EE)      |
| ✓ Employment Status      | ✓ Pay 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)
- ✓ Service Years (Anniversary)

**Restrictions and Calculations**

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

**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

Excludes the following Personnel Subarea Code:

- ✓ 0005 Non-Employee

Excludes the following Work Contract Code:

- ✓ 24 Non-Employee

**Projected Age (Years)**

- ✓ Age (Years) plus number of projected years

**Projected Service Years (Anniversary)**

- ✓ Service Years (Anniversary) plus number of projected years
- ✓ Conditional formatting will highlight any amount greater than or equal to 5.0

**Sample - Projected Service Years Report > 3 Years View**

Age (Years)	Service Years (Anniversary)	Projected Age (Years)	Projected Service Years (Anniversary)
28.4	3.6	31.4	6.6
58.4	5.8	61.4	8.6
37.3	1.0	40.3	4.0
56.8	3.6	59.8	6.6
53.2	3.6	56.2	6.6
54.1	6.3	57.1	9.3
48.5	3.6	51.5	6.6
46.2	3.6	49.2	6.6
54.8	3.6	57.8	6.6
57.8	3.6	60.8	6.6
43.3	3.6	46.3	6.6
52.6	3.5	55.6	6.6