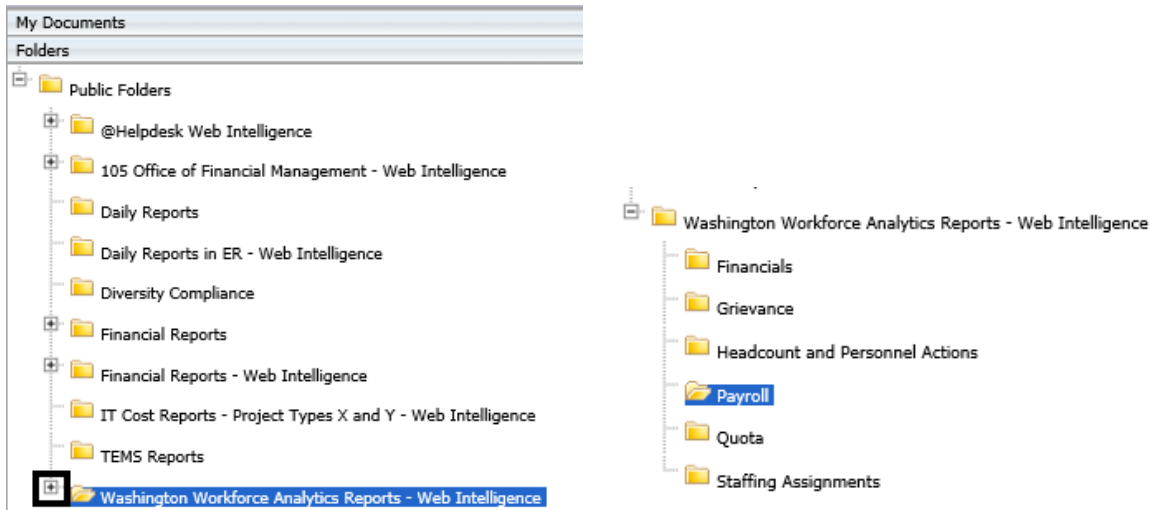


HR Management Average Overtime (PAY-001)

Description: Average overtime hours worked by Business Area. Average based on employees eligible for overtime only. Excludes non-employees.

- ✓ **Universe** WWA EDW Payroll.unx
- ✓ **Required filter prompt** Calendar Year Month
- ✓ **Average Overtime (default view)**

The standard report is located in the Washington Workforce Analytics Reports – Web Intelligence > Payroll folder.



Sample - HR Management Average Overtime

Report Number: PAY-001

Description: Average overtime hours worked by Business Area. Averages based on employees eligible for overtime only. Excludes non-employees.

Business Area Code (EE)	Business Area (EE)	OT Hours Worked 2016/07	OT Hours Worked 2016/08	OT Hours Worked 2016/09	OT Hours Worked 2016/10	OT Hours Worked 2016/11	OT Hours Worked 2016/12	OT Hours Worked 2017/01	OT Hours Worked 2017/02
2350	Dept of Labor & Industries	2,517.30	2,271.52	2,720.90	2,454.90	2,922.60	2,870.00	3,394.30	3,534.60
2350	Dept of Labor & Industries	2,517.30	2,271.52	2,720.90	2,454.90	2,922.60	2,870.00	3,394.30	3,534.60
Average:		1.33	1.19	1.43	1.31	1.56	1.54	1.84	1.93

Prompts

Prompt values restrict the data pulled from the Enterprise.

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

Optional Prompts

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

- ✓ Business Area Code (EE)
- ✓ Business Area (EE)
- ✓ OT Hours Worked
- ✓ Average OT Hours Worked

Additional Fields

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

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

Hidden Columns

This report contains columns hidden from view that are necessary for some calculations. This column may become visible if the results are exported to another application.

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.

- ✓ Distinct Employee Count
- ✓ Hours

Restrictions and Calculations

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

Average OT Hours Worked

- ✓ Sum of OT Hours Worked divided by Number of months in time period queried.

Employee Count

- ✓ Distinct Employee Count where OT Cost is greater than 0.

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

OT Costs

Wage Type Codes, *in addition to the OT Hours wage type codes:*

- ✓ 1073 Pen Overtm-Pwr Tool 4051
- ✓ 1079 OT Shift Df Hrly all Agyes
- ✓ 1080 OT shift df .50 all
- ✓ 1081 OT shift df 1.00 all
- ✓ 1082 OT shift df 1.50 all
- ✓ 1083 OT shift df 3.00 all
- ✓ 1084 OT shift 2 \$0.65 - 4051
- ✓ 1085 OT shift 3 \$0.65 -4051
- ✓ 1086 1.5 OT Shft3+.65-PRT
- ✓ 1087 RN Sched Incentve 3/12 OT
- ✓ 1088 OT shift 2-rt X 10%-4051
- ✓ 1089 OT shift 3-rt X 15%-4051
- ✓ 1182 AP WSF Relief 1.0x 20.0%
- ✓ 1183 AP WSF Relief 1.5x 20.0%
- ✓ 1184 AP WSF Relief 2.5x 20.0%
- ✓ 1196 Call Back Hrs Min Non-Rep
- ✓ 1197 Holiday OT Premium
- ✓ 1206 AP WSF Relief 1.0x 17.5%
- ✓ 1207 AP WSF Relief 1.5x 17.5%
- ✓ 1208 AP WSF Relief 2.0x 17.5%
- ✓ 1210 Emer/Distr Ops OT Prem
- ✓ 1216 Overtime Premium
- ✓ 1217 OT VOL Prem (225)
- ✓ 1218 Fire Duty Cont OT Prem
- ✓ 1219 Fire Duty Cont OT+1 Prem
- ✓ 1220 Fire Duty OT Prem
- ✓ 1221 Fire Duty Intrl Meal Prem
- ✓ 1229 Fire Duty Cont OT-Salary
- ✓ 1247 OT/Call back Old Adj-all
- ✓ 1248 Call Back Hours all agy
- ✓ 1251 CallBack hrs 1.5x all agy
- ✓ 1252 Adj OT/Cback Not subj Ret
- ✓ 1255 WSP CallBack VOL
- ✓ 1257 WSP Shift OT VOL
- ✓ 1258 Fire Duty Call Back
- ✓ 1259 Schedule/Shift Adjustment

OT Cost Wage Types Codes, continued...

- | | | |
|----------------------------------|----------------------------------|----------------------------------|
| ✓ 1260 Commission Court Call Out | ✓ 1402 Comp Payout SubjRet | ✓ 1645 Frway prk Garg.50 OT-5500 |
| ✓ 1269 WSP OverShft PremCom 5% | ✓ 1631 Assn Pay 2.5% OT –all agy | ✓ 1646 lead assn py 1.25 OT-5500 |
| ✓ 1277 Hol Wrk Prem Sal -4051 | ✓ 1632 Assn Pay 5.0% OT-all agy | ✓ 1647 Pnter spc chm 1.0 OT-5500 |
| ✓ 1294 WSP Acting Lt Call Back | ✓ 1633 Assn Pay 10.0% OT-all agy | ✓ 1648 Scrty Ctrl 1.1 OT-5500 |
| ✓ 1295 WSP Acting Sgt Call Back | ✓ 1634 Assn Pay 12.5% OT-all agy | ✓ 1649 Bike Patrol 0.5 OT-5500 |
| ✓ 1301 Dbl time OT shft1 premium | ✓ 1635 Assn Pay 3.0% OT-all agy | ✓ 1657 WSP Acting CPTN OT |
| ✓ 1302 Dbl time OT shft2 premium | ✓ 1363 Assn Pay OT Vry%-all agy | ✓ 1658 WSP Acting LT OT |
| ✓ 1363 OT FLSA Premium | ✓ 1637 OT Prem Assn- 4050 | ✓ 1659 WSP Acting SGT OT |
| ✓ 1364 Leave OT FLSA Premium | ✓ 1638 Dual Language 5% OT-all | ✓ 1662 WSP Acting Motorcycle OT |
| ✓ 1365 Holiday OT FLSA Premium | ✓ 1639 Assn pay \$7.5 OT-all agy | ✓ 1663 WSP FTOP Trooper OT |
| ✓ 1393 Comp Time Payout | ✓ 1640 assn pay \$8.5 OT-all agy | ✓ 1664 WSP FTOP Sgt/Lt OT |
| ✓ 1397 4051 Comp Payout NotSubj | ✓ 1641 Assn Pay Vry Amt OT-all | ✓ 1779 Var Emergency Ops/Fire OT |
| ✓ 1399 2250 CompPayoutNot Subj | ✓ 1644 Instructor 10.00 OT-1170 | |

OT Hours

Wage Type Codes:

- | | | |
|----------------------------------|----------------------------------|-----------------------------------|
| ✓ 1174 OT Shift2 1.7 (4051) | ✓ 1238 Fire Duty Cont OT+1 | ✓ 1279 Hol Wrk Sh2 Hrly-2.2-4051 |
| ✓ 1175 OT Shift3 1.8 (4051) | ✓ 1239 Fire Duty OT | ✓ 1280 DbleTmeShft2+\$.50-PRT |
| ✓ 1176 OT 2.5 (4051) | ✓ 1240 Fire Duty Interrupt Meal | ✓ 1281 Hol Wrk Sh3-2.0 +.65-4051 |
| ✓ 1177 Travel OT shift1 1.5-4051 | ✓ 1241 OT FLSA shft2 1.6 (4051) | ✓ 1282 Holiday Wrk St3-2.3-4051 |
| ✓ 1178 Travel OT shift2 1.7-4051 | ✓ 1242 OT shft1 2.0 (4051) | ✓ 1283 Dble TimeShft3+\$.65 -PRT |
| ✓ 1179 Travel OT shift3 1.8-4051 | ✓ 1243 OT shft2 2.2 (4051) | ✓ 1284 Dbl time OT shft1 -4051 |
| ✓ 1198 Holiday OT FLSA | ✓ 1244 OT shft3 2.3 (4051) | ✓ 1285 Dbl time OT shft2 -4051 |
| ✓ 1209 Fire Duty Cont OT-Hourly | ✓ 1245 OT Triple 3.0 (4051) | ✓ 1288 Hol Wrk Sh2-1.2 Sal-4051 |
| ✓ 1215 OT Variable Rate | ✓ 1246 WSP OT VOL 1.5 | ✓ 1290 Overtime straight-all ag |
| ✓ 1230 Overtime straight - 4051 | ✓ 1250 1.5 OT Shft2+\$.50-PRT | ✓ 1291 OT Strght 1.6 405F(4051) |
| ✓ 1231 Overtime sh2 strght-4051 | ✓ 1265 Travel OT shift1-2.0-4051 | ✓ 1329 Hol 1 Work 2.0 OT (5500) |
| ✓ 1232 OT FLSA 1.5 All Agy | ✓ 1266 Travel OT shift2-2.2-4051 | ✓ 1332 Hol 2 Work 2.5 OT (5500) |
| ✓ 1233 1.5 OT-PRT | ✓ 1267 Travel OT Shift3-2.3-4051 | ✓ 1360 OT FLSA Base Rate |
| ✓ 1234 OT shft1-1.5 (4051) | ✓ 1272 OT shft1 1.5 (4051) | ✓ 1361 Leave OT FLSA Base Rate |
| ✓ 1235 OT 28day 86.9 | ✓ 1275 Double Time St1-2.0-PRT | ✓ 1362 Holiday OT FLSA Base Rate |
| ✓ 1236 OT 28day 92.9 | ✓ 1276 Hol Wrk Hrly 2.0-4051 | |
| ✓ 1237 Emer/Diaster Ops OT | ✓ 1278 Hol Wrk Sh2-2.0 +.50-4051 | |

Overtime Eligible Employees

Employee Subgroup Codes (EE):

- | | | |
|----------------------------|---------------------------|--------------------------|
| ✓ 03 H- OT Elig>Daily Sche | ✓ 10 M-OT elig Law En>160 | ✓ 16 M-OT Elig Nrs>80/2w |
| ✓ 04 M-OT Elig>Daily Sche | ✓ 11 H-OT Elig law En>171 | ✓ 17 H-OT Elig>Shift |
| ✓ 05 H-OT Elig>40hrs/wk | ✓ 12 M-OT elig Law En>171 | ✓ 18 M-OT Elig>Shift |
| ✓ 06 M-OT Elig>40hrs/wk | ✓ 13 H-OT Elig>8hrs/wkday | ✓ 19 H-OT Elig>Sched WSF |
| ✓ 09 H-OT Elig law En>160 | ✓ 14 M-OT Elig>8hrs/wkday | ✓ 20 M-OT Elig>Sched WSF |