PPS Freezes

Roundup at the PPS Corral

Occasionally (like now!) departments are asked to stop processing transactions on PPS. It will go something like this, "Do not perform online PPS transactions on XYZ employees starting noon, Friday, August 20th, until all XYZ wage activity is completed, approximately mid-September." (Sound familiar?) Why do we do this and what does it mean? Why can't we be more specific about when it will end?

It's really NOT meant merely to bedevil PPS Preparers. Doing a mass transaction for a large number of employees can be like trying to put a saddle on a running horse. There's always a lot of movement - changes - happening in our employee assembly on a daily basis. Transfers, separations, promotions, salary increases (well, maybe not that one). It's a lot easier to saddle a horse when it's standing still. So we ask for a freeze in PPS activity so we can put the required change in. If there's still some movement going on - you've got ol' Silver in hand but he's kind of dancing around - it's still hard to get the saddle on and keep it on. (Hold STILL, Silv! Dang horse). Most of you have been recently experiencing how complicated it can be to determine who gets how much, what for and for how long. Adding more actions to the mix can make it even more complicated. Multiply that by hundreds and you have a stampede. So we ask that PPS activity for current affected employees really, really stop.

But wait. There are some things you CAN do in PPS during a "freeze." It's generally OK to process a new hire (new to campus, not a transfer from another department), since this would be someone who was not in the system at the time of the initial halt in activity. (When in doubt, call us - Edna at x4048, Coni at x3197.) It's also safe to make changes on the employee level - change an address or post an alternate department - these are changes that are NOT related to salary or job titles. (But changes on the EAPP screen? DON'T DO IT!)

Also, a PPS freeze will generally involve only a specific group of employees, and this group will be the only one we need to be rounding up. So PPS activity for all other employees outside of that group can indeed continue without incident. No point in roping the whole herd just to saddle one horse. Please just be aware WHICH group your employee is in before you attempt a transaction for him or her in PPS!

Although we can "guesstimate" when PPS activity can resume we don't really know until the last strap is fastened - er, the last bit of programming is done and the change is complete. The unpredictable can happen anywhere along the processing trail and can delay (or hasten, to be positive) the return to regular activity. But once the process is truly complete we can all ride off into the sunset. HI HO!