Date: March 16, 1995

To: Personnel Officers

From: Cathy Robinson, Director
Human Resources Administration

Subject: Management Personnel Plan (MPP) History Report

Two Management Personnel Plan (MPP) reports are now temporarily available on the Compendium portion of the Campus Information Retrieval System (CIRS). These reports will be available on CIRS until December 31, 1995, at which time they will be deleted. The campus specific reports provide two lists of employees who were in the MPP as of February 28, 1995 at your campus and were also employed at any CSU location on December 31, 1983, the day before the MPP was implemented. The reports are:

<table>
<thead>
<tr>
<th>Report #</th>
<th>Code</th>
<th>Division</th>
<th>Category</th>
<th>Report Title</th>
<th>Cycle</th>
</tr>
</thead>
<tbody>
<tr>
<td>PDC6326M-1</td>
<td>B87</td>
<td>Campus Detail</td>
<td>MPP</td>
<td>Seniority History by Track Class Worksheet</td>
<td>9502</td>
</tr>
<tr>
<td>PDC6326M-2</td>
<td>B88</td>
<td>Campus Detail</td>
<td>MPP</td>
<td>Seniority History by Name Worksheet</td>
<td>9502</td>
</tr>
</tbody>
</table>

These reports include detailed employment history retroactive to 1976 for the campus where the MPP employee is currently active or on-leave. An individual may have been employed by several campuses; however, information regarding service at campuses where the employee is no longer active or on-leave will not appear.

You may produce a hard copy for your records or download the report data to your campus PC or Mac system so you can review the data to determine which employees have permanent status rights. You may use these reports to create the official campus permanent status report. These Compendium reports are "snapshots" and, as noted earlier, are being produced on a one-time temporary basis. There will be no official permanent status reports on CIRS.

It is the responsibility of each campus to insure that the campus report is accurate. You may wish to audit the downloaded data against your employee hard copy files. If you find that a document in the employee’s file is not reflected by a transaction listed and you want to update the system record, you will need to send a retroactive PPT transaction to the CSU Audits department at the State Controller’s Office.

If you have general questions, please contact Catherine Cox, Human Resources Information Specialist at (310) 985-2654. Contact CSU Audits with questions on transaction updates.

CR/cc

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