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Date: November 2, 2001

**Code: Technical Letter
HR/EHDB
2001-04**

To: Human Resource Directors
Payroll Managers

From: Cathy Robinson, Senior Director
Human Resources Administration

Subject: Employment History Changes – Disability Veteran Status Item 125

Effective October 31, 2001, PIMS Employment History database Item 125 will be changed to comply with federal guidelines for Federal Contractor Veterans' Employment Report (VETS 100) reporting requirements as well as policy changes outlined in HR Letter 2001-30. This technical letter outlines new employment history documentation requirements for Item 125 (Disability/Veteran Status), as follows:

- 1) The first character of the three-character Disability/Veteran Status field will be modified to reflect one of the following values:

A = Veteran of the Vietnam-era: denotes a veteran who:

- (1) served on active duty for a period of more than 180 days, and was discharged or released with other than a dishonorable discharge, if any part of such active duty occurred:
 - (i) in the Republic of Vietnam between February 28, 1961, and May 7, 1975; or
 - (ii) between August 5, 1964 and May 7, 1975 in all other cases; or
- (2) was discharged or released from active duty for a service connected disability if any part of such active duty was performed:
 - (i) in the Republic of Vietnam between February 28, 1961, and May 7, 1975; or
 - (ii) between August 5, 1964 and May 7, 1975 in all other cases.

(Over)

Distribution:

CSU Presidents
Vice Chancellor, Human Resources
Equal Employment Opportunity Directors
Director, SOSS

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B = Special Disabled Veteran: denotes a veteran who:

- (1) is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Department of Veterans Affairs for a disability:
 - (i) rated at 30 percent or more, or
 - (ii) rated at 10 or 20 percent if it has been determined that the individual has a serious employment disability; or
- (2) was discharged or released from active duty because of a service connected disability.

C = Other Eligible Veteran: a veteran who served on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized.

N = None of the Above

- 2) The diagnosis codes (the 2nd and 3rd characters of this field) will no longer be maintained in PIMS and will be deemed obsolete. PIMS will no longer accept any entry into the 2nd and 3rd bytes of this field.
- 3) Effective October 31, 2001, the valid entries for this field will be A, or B, or C or N.

➤ **CONVERSION:**

Beginning the week of November 5, 2001, the SCO will delete all diagnosis codes (2nd and 3rd bytes) and will update the Veteran status (1st byte) on affected employees' records via a 125 transaction as outlined in the table below.

Old 1 st Byte	New Value/Definition of 1 st Byte	Item 125 Change
A Disabled Veteran, Vietnam Era	⇒ A Veteran of the Vietnam-Era	A**
B Disabled Vet, Not of Vietnam Era	⇒ B Special Disabled Veteran	B**
<i>New Category</i>	⇒ C Other Eligible Veteran	No Transaction Required
C Disabled Person, Disability Not Service Connected	⇒ N None of the Above	N**
N No Disabilities Reported	⇒ N None of the Above	No Transaction Required
O No Response	⇒ <i>Obsolete</i>	No Transaction Required

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The employment history database will be modified effective October 31, 2001 to accommodate the revised procedures. As outlined in HR 2001-30, campuses are required to survey employees and update this field accordingly in time for the Fall 2002 VETS-100 reporting.

CSU PIMS Manual holders will receive updates for the new documentation requirements. Note that information keyed with invalid values for affected employees will be rejected by the system once the employment history system is modified effective October 31, 2001.

If you have questions regarding coding and/or key entry instructions, please contact your CSU Audits Representative. Other administrative inquiries may be directed to Theresa Hines at (562) 951-4412 or via e-mail at thines@calstate.edu. Policy inquiries should be directed to Karen Henderson-Winge at (562) 951-4427 or via e-mail at khwinge@calstate.edu.

This Human Resources letter is available on the Human Resources Administration's web page at <http://www.calstate.edu/HRAdm/memos.shtml>. Thank you.

CR/dth