<table>
<thead>
<tr>
<th>REPORT NAME:</th>
<th>Labor Distribution by PCA, Index, Unit, and Name</th>
<th>REPORT NO:</th>
<th>CSTARL01</th>
</tr>
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<tbody>
<tr>
<td>PURPOSE:</td>
<td>This report shows personal service charges that support the CALSTARS Q Reports.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DESCRIPTION:</td>
<td>This report shows personal service charges from the CALSTARS Labor Distribution Subsystem for the SCO's legacy payroll system and is used to support the Operating File “Q” Reports. The prior month labor transactions are maintained in the Labor Distribution Subsystem and contain the data for this report. The personal service charges include amounts charged to the “Supplemental” and “Undistributed” Index and PCA Codes. The L01 report does not include any labor transactions entered manually into CALSTARS or changes made to transactions through the Error Correction Process. Error correction and/or manual labor transactions create reconciling differences between the L01 report and “Q” Reports. The report includes an option to select transactions from the Labor Adjustment run, the Monthly Labor Generators, or both. Before requesting this report for Monthly Labor Generators, ensure that the current FFY on the Command I.8 OC Table Maintenance/Inquiry screen displays “Labor has been Completed”. Before requesting this report for Labor Adjustment transactions, ensure that the Labor Adjustment Process has been completed. This report can be requested on the same day after the Labor Distribution Process is successfully executed. A null report is created if labor transactions are not found for the prior month. The L01 report is similar to the system generated CFB550 - Labor by PCA Report; however, it does not include statistics (TC805s).</td>
<td></td>
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</tbody>
</table>
**REPORT NAME:**  Labor Distribution by PCA, Index, Unit, and Name  
**REPORT NO:** CSTARL01

### REPORT REQUEST OPTIONS:

#### Report Period:
- **FM:** PM only
- **P:** G - Report of Labor Generator transactions only.  
  A - Report of Labor Adjustment transactions only.  
  Blank - Report of both Labor Generator and Adjustment transactions.

#### Level of Detail:

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<thead>
<tr>
<th>Index (I)</th>
<th>Program (P)</th>
<th>Object/Source (O/S)</th>
<th>Fund (F)</th>
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</thead>
<tbody>
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<td>1-TS &amp; SCO Hours</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>1-Show Employee Nbr</td>
<td>2-Batch Information</td>
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**Fund Selection:** Not Applicable.  
**GLAN Selection:** Not Applicable.

#### Additional Report Selection Options:
- **Index Range:** Enter the Index or range of Indexes. Leave blank for all Indexes.
- **PCA Range:** Enter the PCA or range of PCAs. Leave blank for all PCAs.
- **OBJ Range:** Enter the Object Detail or range of Object Details. Leave blank for all Object Details.
- **FFY Selection:** Enter the FFY or leave blank for all FFYs.
- **PRJ/WP Selection:** Enter the Project and Work Phase independently, or a combination of Project and Work Phase. Leave blank for all Project/Work Phases.

**Destination Options:** All available output media

**E1 (Electronic Storage) Report Request Options:** E1 options are limited to the following:
- **Report Period FM:** PM only
  **P:** Blank only
- **Level of Detail:** All options available
- **Additional Report Selection Options:** All selections and ranges – Blank only

### FINANCIAL ELEMENTS:

- **TS Hours:** Shows how employee timesheet hours are distributed. This is an informational display only. Displayed only if the requested Program level is 1.

- **SCO Hours:** Shows how SCO hours from the payroll record are distributed. This is an informational display only. Displayed only if the requested Program level is 1.

- **Amount:** Shows the payroll amount charged by the Labor Distribution Subsystem.
REPORT NAME: Labor Distribution by PCA, Index, Unit, and Name

SPECIAL NOTES:

The sub-totaling within the Position Number is by Agency Code and Reporting Unit only. There is not any sub-totaling for Class Code and Serial Number.

When the PCA changes, Object Detail and Agency Object totals are summarized.

When the requested Index level is 1, the employees’ Social Security Numbers are displayed on the report.

If the requested Program level is 2, the TS and SCO Hours data will be replaced by Batch Information.

REPORT SORT:

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<tr>
<th>SCO DATA FIELD</th>
<th>SELECTION OPTIONS</th>
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<th>SUB-TOTAL</th>
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</table>
EXHIBIT III-L01 (Continued)
WITH NO EMPLOYEE NUMBER AND TS & SCO HOURS

CSTARL01 9990 (DEST: AA SPEC) PM, 0,1,0,0, 0(NOEMP) 1(HOURS)  
FISCAL MONTH: 12 JUNE  

********** RUN:07/03/12 TIME:06.00
DEPARTMENT OF AIR QUALITY
LABOR DISTRIBUTION BY PCA, INDEX, UNIT, AND NAME
GENERATORS AND ADJUSTMENTS
AS OF 06/30/12

*******************************************************************************  PAGE 22
FFY: 2011
PCA: 40102
*******************************************************************************

INDEX  POSITION NBR   NAME  CLEARANCE  PER ACTY NUMBER  WP  LOC  PURPOSE  OD  AO  HOURS  SCO  AMOUNT
        XXX    XXX-XXX XXXX-XXX XXXX-XXX XXXX-XXX-XX  XX  XX  XXXX  XXXXXXXXXX XXX  XX  99,999.99-99,999.99-99,999.99-99,999.99-

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<th>NAME</th>
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<th>PER ACTY NUMBER</th>
<th>WP</th>
<th>LOC</th>
<th>PURPOSE</th>
<th>OD</th>
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<th>HOURS</th>
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<th>AMOUNT</th>
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*** NAME DOE JANE TOTAL 168.00 8,133.51

*** REPORTING UNIT 363-700 TOTAL 168.00 8,133.51

*** INDEX 4011 TOTAL 168.00 8,133.51

*** PCA 40102 TOTAL 168.00 8,133.51

*** OBJECT DETAIL 003 TOTAL WITHIN PCA 6,286.00
*** OBJECT DETAIL 103 TOTAL WITHIN PCA 381.27
*** OBJECT DETAIL 105 TOTAL WITHIN PCA 1.16
*** OBJECT DETAIL 106 TOTAL WITHIN PCA 1,002.11
*** OBJECT DETAIL 134 TOTAL WITHIN PCA 368.22
*** OBJECT DETAIL 135 TOTAL WITHIN PCA 5.58
*** OBJECT DETAIL 137 TOTAL WITHIN PCA 89.17

******************************************************************************* TOTAL FOR PCA 40102 *** 8,133.51

NOTE: THIS REPORT REFLECTS PERSONAL SERVICE CHARGES FROM THE LABOR SUBSYSTEM TO SUPPORT Q REPORTS. HOWEVER, IT DOES NOT REFLECT CHANGES/CHARGES MADE DIRECTLY INTO THE ACCOUNTING SYSTEM.
EXHIBIT III-L01 (Continued)
WITH EMPLOYEE NUMBER AND BATCH INFORMATION

CSTARL01 9990 (DEST: AA SPEC) PM, 1,2,0,0, 0, 0, 0, 0, 0, 0, 0, 0, **RUN:07/03/12 TIME:06.00
FISCAL MONTH: 12 JUNE 1(EMPNO) 2(BATCH)*********************************************************
DEPARTMENT OF AIR QUALITY
LABOR DISTRIBUTION BY PCA, INDEX, UNIT, AND NAME
*********************************************************
GENERATORS AND ADJUSTMENTS
*********************************************************

Page 47
FFY: 2011
PCA: 54821
*********************************************************

<table>
<thead>
<tr>
<th>INDEX</th>
<th>POSITION NBR</th>
<th>NAME</th>
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<th>PCA</th>
<th>PROJ</th>
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*** SSN 452-11-4535 *** NAME JANE DOE TOTAL 3,997.93

*** REPORTING UNIT 363-521 TOTAL 15,722.16
*** INDEX 5482 TOTAL 20,028.37
*** PCA 54821 TOTAL 20,028.37
*** FFFY 2011 TOTAL 1,256,270.68
*** ORG 9990 TOTAL 1,258,526.77

*** OBJECT DETAIL 003 TOTAL WITHIN PCA 14,322.80
*** OBJECT DETAIL 103 TOTAL WITHIN PCA 854.09
*** OBJECT DETAIL 105 TOTAL WITHIN PCA 7.38
*** OBJECT DETAIL 106 TOTAL WITHIN PCA 2,281.82
*** OBJECT DETAIL 134 TOTAL WITHIN PCA 2,343.18
*** OBJECT DETAIL 135 TOTAL WITHIN PCA 19.35
*** OBJECT DETAIL 137 TOTAL WITHIN PCA 199.75

*********************************************************
TOTAL FOR PCA 54821 *** 20,028.37 ***

NOTE: THIS REPORT REFLECTS PERSONAL SERVICE CHARGES FROM THE LABOR SUBSYSTEM TO SUPPORT Q REPORTS.
HOWEVER, IT DOES NOT REFLECT CHANGES/CHARGES MADE DIRECTLY INTO THE ACCOUNTING SYSTEM.

CALSTARS Procedure Manual Transmittal 24-6 10/16/2012 III-L-6
<table>
<thead>
<tr>
<th>REPORT NAME:</th>
<th>Labor Distribution by Index, PCA, Unit, and Name</th>
<th>REPORT NO:</th>
<th>CSTARL02</th>
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<tbody>
<tr>
<td>PURPOSE:</td>
<td>This report shows personal service charges that support the CALSTARS Q Reports.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DESCRIPTION:</td>
<td>This report shows personal service charges from the CALSTARS Labor Distribution Subsystem for the SCO’s legacy payroll system and is used to support the Operating File “Q” Reports. The prior month labor transactions are maintained in the Labor Distribution Subsystem and contain the data for this report. The personal service charges include amounts charged to the “Supplemental” and “Undistributed” Index and PCA Codes. The L02 report does not include any labor transactions entered manually into CALSTARS or changes made to transactions through the Error Correction Process. Error correction and/or manual labor transactions create reconciling differences between the L02 reports and &quot;Q&quot; Reports. The report includes an option to select transactions from the Labor Adjustment run, the Monthly Labor Generators, or both. Before requesting this report for Monthly Labor Generators, ensure the OC Table for the current FFY shows that “Labor has been Completed”. Before requesting this report for Labor Adjustment transactions, ensure that the Labor Adjustment Process has been completed. This report can be requested on the same day after the Labor Distribution Process is successfully executed. A null report will be created if labor transactions are not found for the prior month. This report is similar to the system generated CFB551 - Labor by Index Report; however, this report does not include statistics (TC805s).</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
REPORT NAME: Labor Distribution by Index, PCA, Unit, and Name

REPORT REQUEST OPTIONS:

Report Period:

FM: PM only
P: G - Report of Labor Generator transactions only.
A - Report of Labor Adjustment transactions only.
Blank - Report of both Labor Generator and Adjustment transactions.

Level of Detail:

<table>
<thead>
<tr>
<th>Index (I)</th>
<th>Program (P)</th>
<th>Object/Source(O/S)</th>
<th>Fund (F)</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-No Employee Nbr</td>
<td>1-TS &amp; SCO Hours</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>1-Show Employee Nbr</td>
<td>2-Batch Information</td>
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<td></td>
</tr>
</tbody>
</table>

Fund Selection: Not Applicable.
GLAN Selection: Not Applicable.

Additional Report Selection Options:

Index Range: Enter the Index or range of Indexes. Leave blank for all Indexes.
PCA Range: Enter the PCA or range of PCAs. Leave blank for all PCAs.
OBJ Range: Enter the Object Detail or range of Object Details. Leave blank for all Object Details.
FFY Selection: Enter the FFY or leave blank for all FFYs.
PRJ/WP Selection: Enter the Project and Work Phase independently, or a combination of Project and Work Phase. Leave blank for all Project/Work Phases.

Destination Options: All available output media

E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:

Report Period FM: PM only
P: Blank only
Level of Detail: All options available
Additional Report Selection Options: All selections and ranges – Blank only

FINANCIAL ELEMENTS:

TS Hours: Shows how employee timesheet hours are distributed. This is an informational display only. Displayed only if the requested Program level is 1.

SCO Hours: Shows how SCO hours from the payroll record are distributed. This is an informational display only. Displayed only if the requested Program level is 1.

Amount: Shows the payroll amount charged by the Labor Distribution Subsystem.
REPORT NAME: Labor Distribution by Index, PCA, Unit, and Name

SPECIAL NOTES:

The sub-totaling within the Position Number is by Agency Code and Reporting Unit only. There is not any sub-totaling for Class Code and Serial Number.

On the change of Index the report provides special summary totals by Object Detail and Agency Object.

When the requested Index level is 1, the employees' Social Security Numbers are displayed on the report.

If the requested Program level is 2, the TS and SCO Hours data will be replaced by Batch Information.

REPORT SORT:

<table>
<thead>
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<td>Agency Object</td>
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### DEPARTMENT OF AIR QUALITY

#### GENERATORS AND ADJUSTMENTS

AS OF 06/30/12

********** PAGE 58

**INDEX: 5482**

PCN | POSITION NBR | NAME | CLEARANCE | PER | ACTY | NUMBER WP | LOC | PURPOSE | OD | AO | HOURS | SCO | AMOUNT
--- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | ---

| 54821 363-521-5313-001 JANE DOE | CL010602-00 06 12 | 003 | 84.00 | 2,863.00 |
| 54821 363-521-5313-001 JANE DOE | CL010602-00 06 12 | 103 | 173.99 |
| 54821 363-521-5313-001 JANE DOE | CL010602-00 06 12 | 105 | 1.43 |
| 54821 363-521-5313-001 JANE DOE | CL010602-00 06 12 | 106 | 456.42 |
| 54821 363-521-5313-001 JANE DOE | CL010602-00 06 12 | 134 | 459.61 |
| 54821 363-521-5313-001 JANE DOE | CL010602-00 06 12 | 135 | 2.79 |
| 54821 363-521-5313-001 JANE DOE | CL010602-00 06 12 | 137 | 40.69 |

*** NAME JANE DOE TOTAL 84.00 3,997.93

*** REPORTING UNIT 363-521 TOTAL 352.80 15,722.16

*** PCA 5482 TOTAL 520.80 20,028.37

*** INDEX 5482 TOTAL 520.80 20,028.37

*** FFY 2011 TOTAL 31,313.10 1,256,270.68

*** ORG 9990 TOTAL 31,313.10 1,258,526.77

*** OBJECT DETAIL 003 TOTAL WITHIN INDEX 14,322.80

*** OBJECT DETAIL 103 TOTAL WITHIN INDEX 854.09

*** OBJECT DETAIL 105 TOTAL WITHIN INDEX 7.38

*** OBJECT DETAIL 106 TOTAL WITHIN INDEX 2,281.82

*** OBJECT DETAIL 134 TOTAL WITHIN INDEX 2,343.18

*** OBJECT DETAIL 135 TOTAL WITHIN INDEX 19.35

*** OBJECT DETAIL 137 TOTAL WITHIN INDEX 199.75

********** TOTAL FOR INDEX 5482 ***** 20,028.37 *****

**NOTE:** THIS REPORT REFLECTS PERSONAL SERVICE CHARGES FROM THE LABOR SUBSYSTEM TO SUPPORT Q REPORTS. HOWEVER, IT DOES NOT REFLECT CHANGES/CHARGES MADE DIRECTLY INTO THE ACCOUNTING SYSTEM.
### DEPARTMENT OF AIR QUALITY
#### LABOR DISTRIBUTION BY INDEX, PCA, UNIT, AND NAME

**Generators and Adjustments**

AS OF 06/30/12

---

**Fiscal Month:**

12 JUNE

---

**Pay PCA Proj Multi Batch Info**

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<th>Clearance</th>
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<td>LG 811</td>
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<td>JANE DOE</td>
<td>CL010602-00 06 12</td>
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**Total**

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**REPORTING UNIT 363-521 TOTAL**

15,722.16

**PCA 54821 TOTAL**

20,028.37

**INDEX 5482 TOTAL**

20,028.37

**FFY 2011 TOTAL**

1,256,270.68

**ORG 9990 TOTAL**

1,258,526.77

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**OBJECT DETAIL 003 TOTAL WITHIN INDEX**

14,322.80

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**OBJECT DETAIL 103 TOTAL WITHIN INDEX**

854.09

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**OBJECT DETAIL 105 TOTAL WITHIN INDEX**

7.38

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**OBJECT DETAIL 106 TOTAL WITHIN INDEX**

2,281.82

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**OBJECT DETAIL 134 TOTAL WITHIN INDEX**

2,343.18

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**OBJECT DETAIL 135 TOTAL WITHIN INDEX**

19.35

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**OBJECT DETAIL 137 TOTAL WITHIN INDEX**

199.75

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**TOTAL FOR INDEX 5482 TOTAL**

20,028.37

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**NOTE:** This report reflects personal service charges from the labor subsystem to support Q reports. However, it does not reflect changes/charges made directly into the accounting system.