Base Compensation Upload Instructions

1. Download Source Data

   The following web site contains the source data used to populate these records. All of the records are effective dated.

Record	Description
SAL_GRADE_TBL	**Defines a Grade within a Sal Admin Plan**
SAL_STEP_TBL	**Child of SAL_GRADE_TBL – defines salary steps within Grade**
SAL_RATECD_TBL	**Child of SAL_STEP_TBL – defines pay values within the Step**

   <insert download instructions here>

2. Update the CONSTANTS table with new values found in the DOD spreadsheet.

For the first instance of this operation, the following SQL will already have been run, creating rows in the CG_CONSTANT_TBL table. The values shown are derived from the example spreadsheet, with the effective date changed to indicate new data.

```
insert all
into ps_cg_constant_tbl(cg_func_area_cd, cg_constant_name, key1, key2, cg_constant_value)
values ('GP','BASEPAYUPLOAD','SPECIALPAYRATE','CDT','990.00')
into ps_cg_constant_tbl(cg_func_area_cd, cg_constant_name, key1, key2, cg_constant_value)
values('GP','BASEPAYUPLOAD','SPECIALPAYRATE','O10','20587.80')
into ps_cg_constant_tbl(cg_func_area_cd, cg_constant_name, key1, key2, cg_constant_value)
values ('GP','BASEPAYUPLOAD','SPECIALPAYRATE','E10','7609.50')
into ps_cg_constant_tbl(cg_func_area_cd, cg_constant_name, key1, key2, cg_constant_value)
values('GP','BASEPAYUPLOAD','EFFDT',' ','01/01/2013')
into ps_cg_constant_tbl(cg_func_area_cd, cg_constant_name, key1, key2, cg_constant_value)
values('GP','BASEPAYUPLOAD','HIGHCAP','O7 O8 O9 O10','14975.10')
into ps_cg_constant_tbl(cg_func_area_cd, cg_constant_name, key1, key2, cg_constant_value)
values('GP','BASEPAYUPLOAD','LOWCAP','not in O7 O8 O9 O10','12141.60')
SELECT * FROM dual;
```

These rows contain the following values:

Effective Date for incoming data (all pay values are monthly):
Cadet Pay
Commandant (O10) Pay
Master Chief of the Coast Guard (E10) Pay
Pay Cap for O7-O10
Pay Cap for O6 and below

To prepare the constants table for the upload, perform the following SQL operations:

Effective date (put date desired in highlighted area):

Update ps_cg_constant_tbl
Set CG_CONSTANT_VALUE = '01/01/2013'
Where CG_FUNC_AREA_CD = 'GP'
And CG_CONSTANT_NAME = 'BASEPAYUPLOAD'
And KEY1 = 'EFFDT';

Cadet Pay
value is in row 50, labeled **Cadet** – see illustration #1 below

Update ps_cg_constant_tbl
Set CG_CONSTANT_VALUE = '990.00'
Where CG_FUNC_AREA_CD = 'GP'
And CG_CONSTANT_NAME = 'BASEPAYUPLOAD'
And KEY1 = 'SPECIALPAYRATE'
And KEY2 = 'CDT';

Commandant (O10) PAY
Value is in row 49, labeled **C/S** – see illustration #1 below

Update ps_cg_constant_tbl
Set CG_CONSTANT_VALUE = '20587.80'
Where CG_FUNC_AREA_CD = 'GP'
And CG_CONSTANT_NAME = 'BASEPAYUPLOAD'
And KEY1 = 'SPECIALPAYRATE'
And KEY2 = 'O10';

Master Chief of the Coast Guard (E10) Pay
Value is in row 49, labeled **M/S** – see illustration #1 below

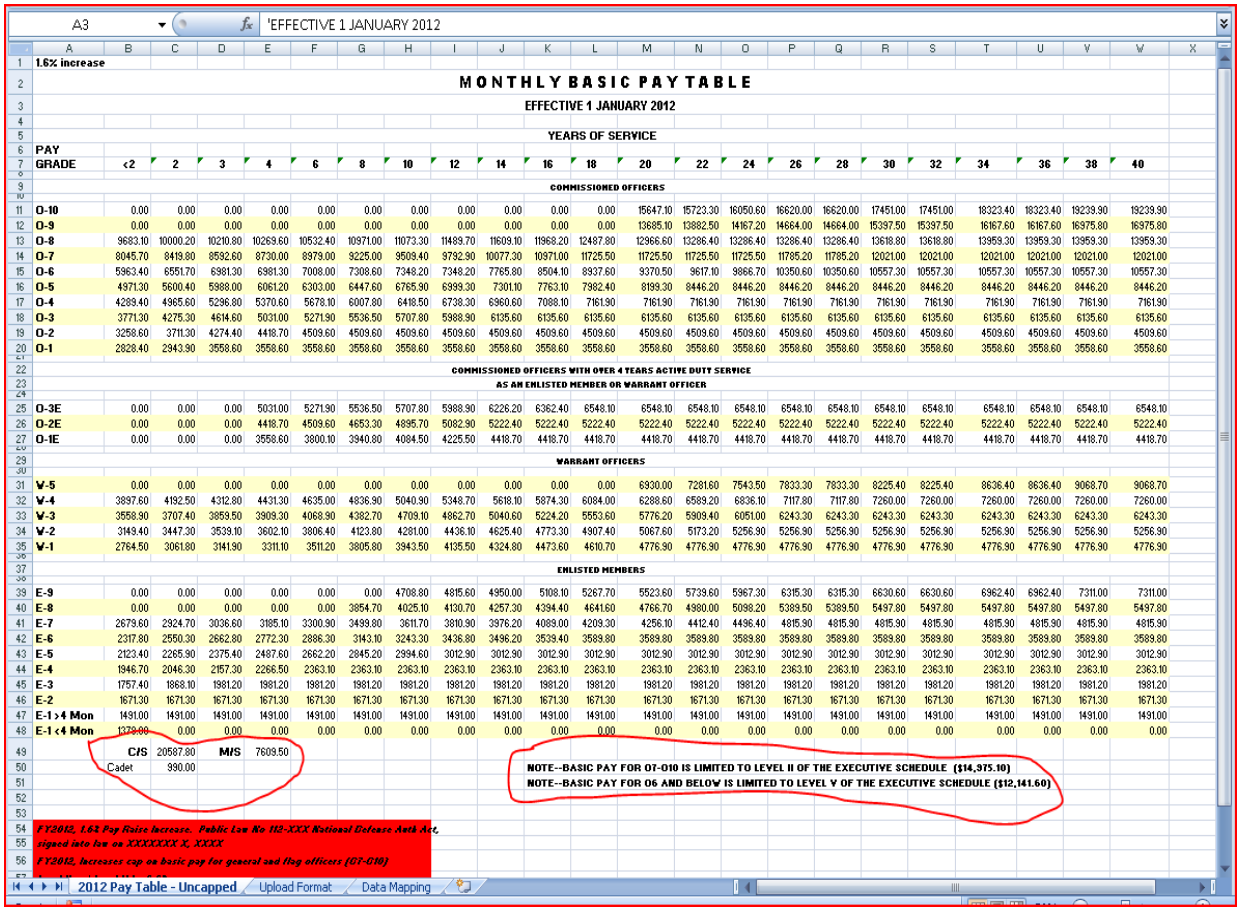
Update ps_cg_constant_tbl
Set CG_CONSTANT_VALUE = '7609.50'
Where CG_FUNC_AREA_CD = 'GP'
And CG_CONSTANT_NAME = 'BASEPAYUPLOAD'
And KEY1 = 'SPECIALPAYRATE'
And KEY2 = 'E10';

Pay Cap for O7-O10
Value is in row 50 labeled **NOTE--BASIC PAY FOR O7-O10 IS LIMITED TO LEVEL II OF THE EXECUTIVE SCHEDULE** – see illustration #1 below

Update ps_cg_constant_tbl
Set CG_CONSTANT_VALUE = '14975.10'
Where CG_FUNC_AREA_CD = 'GP'
And CG_CONSTANT_NAME = 'BASEPAYUPLOAD'
And KEY1 = 'HIGHCAP';

Pay Cap for O6 and below
Value is in row 51 labeled **NOTE--BASIC PAY FOR O6 AND BELOW IS LIMITED TO LEVEL V OF THE EXECUTIVE SCHEDULE –** see illustration #1 below

Update ps_cg_constant_tbl
Set CG_CONSTANT_VALUE = ‘12141.60’
Where CG_FUNC_AREA_CD = ‘GP’
And CG_CONSTANT_NAME = ‘BASEPAYUPLOAD’
And KEY1 = ‘LOWCAP’;



A3 | 'EFFECTIVE 1 JANUARY 2012

1.6% increase

MONTHLY BASIC PAY TABLE

EFFECTIVE 1 JANUARY 2012

YEARS OF SERVICE

PAY GRADE	<2	2	3	4	6	8	10	12	14	16	18	20	22	24	26	28	30	32	34	36	38	40
COMMISSIONED OFFICERS																						
O-10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15647.10	15723.30	16050.60	16620.00	16620.00	17451.00	17451.00	18323.40	18323.40	19239.90	19239.90
O-9	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13685.10	13882.50	14167.20	14664.00	14664.00	15397.50	15397.50	16167.60	16167.60	16975.80	16975.80
O-8	9683.10	10000.20	10210.80	10269.60	10532.40	10971.00	11073.30	11489.70	11609.10	11968.20	12487.80	12966.60	13286.40	13286.40	13286.40	13286.40	13618.80	13618.80	13959.30	13959.30	13959.30	13959.30
O-7	8045.70	8419.80	8592.60	8730.00	8979.00	9225.00	9509.40	9792.90	10077.30	10971.00	11725.50	11725.50	11725.50	11725.50	11785.20	11785.20	12021.00	12021.00	12021.00	12021.00	12021.00	12021.00
O-6	5963.40	6551.70	6981.30	6981.30	7008.00	7308.60	7348.20	7348.20	7765.80	8504.10	8937.60	9370.50	9617.10	9866.70	10350.60	10350.60	10557.30	10557.30	10557.30	10557.30	10557.30	10557.30
O-5	4971.30	5600.40	5988.00	6061.20	6303.00	6447.60	6765.90	6999.30	7301.10	7763.10	7982.40	8199.30	8446.20	8446.20	8446.20	8446.20	8446.20	8446.20	8446.20	8446.20	8446.20	8446.20
O-4	4289.40	4965.60	5296.80	5370.60	5678.10	6007.80	6418.50	6738.30	6960.60	7088.10	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90
O-3	3771.30	4275.30	4614.60	5031.00	5271.90	5536.50	5707.80	5988.90	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60
O-2	3258.60	3711.30	4274.40	4418.70	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60
O-1	2828.40	2943.90	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60
COMMISSIONED OFFICERS WITH OVER 4 YEARS ACTIVE DUTY SERVICE AS AN ENLISTED MEMBER OR WARRANT OFFICER																						
O-3E	0.00	0.00	0.00	5031.00	5271.90	5536.50	5707.80	5988.90	6226.20	6362.40	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10
O-2E	0.00	0.00	0.00	4418.70	4509.60	4653.30	4895.70	5082.90	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40
O-1E	0.00	0.00	0.00	3558.60	3800.10	3940.80	4084.50	4225.50	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70
WARRANT OFFICERS																						
W-5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6930.00	7281.60	7543.50	7833.30	7833.30	8225.40	8225.40	8636.40	8636.40	9068.70	9068.70
W-4	3897.60	4192.50	4312.80	4431.30	4635.00	4836.90	5040.90	5348.70	5618.10	5874.30	6084.00	6288.60	6589.20	6836.10	7117.80	7117.80	7260.00	7260.00	7260.00	7260.00	7260.00	7260.00
W-3	3558.90	3707.40	3859.50	3909.30	4068.90	4382.70	4709.10	4862.70	5040.60	5224.20	5553.60	5776.20	5909.40	6051.00	6243.30	6243.30	6243.30	6243.30	6243.30	6243.30	6243.30	6243.30
W-2	3149.40	3447.30	3539.10	3602.10	3806.40	4123.80	4281.00	4436.10	4625.40	4773.30	4907.40	5067.60	5173.20	5256.90	5256.90	5256.90	5256.90	5256.90	5256.90	5256.90	5256.90	5256.90
W-1	2764.50	3061.80	3141.90	3311.10	3511.20	3805.80	3943.50	4135.50	4324.80	4473.60	4610.70	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90
ENLISTED MEMBERS																						
E-9	0.00	0.00	0.00	0.00	0.00	0.00	4708.80	4815.60	4950.00	5108.10	5267.70	5523.60	5739.60	5967.30	6315.30	6315.30	6630.60	6630.60	6962.40	6962.40	7311.00	7311.00
E-8	0.00	0.00	0.00	0.00	0.00	3854.70	4025.10	4130.70	4257.30	4394.40	4641.60	4766.70	4980.00	5098.20	5389.50	5389.50	5497.80	5497.80	5497.80	5497.80	5497.80	5497.80
E-7	2679.60	2924.70	3036.60	3185.10	3300.90	3499.80	3611.70	3810.90	3976.20	4089.00	4209.30	4256.10	4412.40	4496.40	4815.90	4815.90	4815.90	4815.90	4815.90	4815.90	4815.90	4815.90
E-6	2317.80	2550.30	2662.80	2772.30	2886.30	3143.10	3243.30	3436.80	3496.20	3539.40	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80
E-5	2123.40	2265.90	2375.40	2487.60	2662.20	2845.20	2994.60	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90
E-4	1946.70	2046.30	2157.30	2266.50	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10
E-3	1757.40	1868.10	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20
E-2	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30
E-1 >4 Mon	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00
E-1 <4 Mon	1379.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

	C/S	20587.80	M/S 7609.50
	Cadet	990.00	

NOTE--BASIC PAY FOR O7-O10 IS LIMITED TO LEVEL II OF THE EXECUTIVE SCHEDULE ($14,975.10)
NOTE--BASIC PAY FOR O6 AND BELOW IS LIMITED TO LEVEL V OF THE EXECUTIVE SCHEDULE ($12,141.60)

FY2012, 1.6% Pay Raise Increase. Public Law No 112-XXX National Defense Auth Act, signed into law on XXXXXXX X, XXXX
FY2012, Increases cap on basic pay for general and flag officers (O7-O10)

2012 Pay Table - Uncapped | Upload Format | Data Mapping

Illustration #1

3. Modify the Pay Table – Uncapped spreadsheet and save as CSV file.

Delete the rows marked in red in the left-hand margin of illustration #2 below.

A29 | WARRANT OFFICERS

1.6% increase

MONTHLY BASIC PAY TABLE

EFFECTIVE 1 JANUARY 2012

PAY GRADE	YEARS OF SERVICE <2	2	3	4	6	8	10	12	14	16	18	20	22	24	26	28	30	32	34	36	38	40
COMMISSIONED OFFICERS																						
O-10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15647.10	15723.30	16050.60	16620.00	16620.00	17451.00	17451.00	18323.40	18323.40	19239.90	19239.90
O-9	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13685.10	13882.50	14167.20	14664.00	14664.00	15397.50	15397.50	16167.60	16167.60	16975.80	16975.80
O-8	9683.10	10000.20	10210.80	10269.60	10532.40	10971.00	11073.30	11489.70	11609.10	11968.20	12487.80	12966.60	13286.40	13286.40	13286.40	13286.40	13618.80	13618.80	13959.30	13959.30	13959.30	13959.30
O-7	8045.70	8419.80	8592.60	8730.00	8979.00	9225.00	9509.40	9792.90	10077.30	10971.00	11725.50	11725.50	11725.50	11725.50	11785.20	11785.20	12021.00	12021.00	12021.00	12021.00	12021.00	12021.00
O-6	5963.40	6551.70	6981.30	6981.30	7008.00	7308.60	7348.20	7348.20	7765.80	8504.10	8937.60	9370.50	9617.10	9866.70	10350.60	10350.60	10557.30	10557.30	10557.30	10557.30	10557.30	10557.30
O-5	4971.30	5600.40	5988.00	6061.20	6303.00	6447.60	6765.90	6999.30	7301.10	7763.10	7982.40	8199.30	8446.20	8446.20	8446.20	8446.20	8446.20	8446.20	8446.20	8446.20	8446.20	8446.20
O-4	4289.40	4965.60	5296.80	5370.60	5678.10	6007.80	6418.50	6738.30	6960.60	7088.10	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90
O-3	3771.30	4275.30	4614.60	5031.00	5271.90	5536.50	5707.80	5988.90	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60
O-2	3258.60	3711.30	4274.40	4418.70	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60
O-1	2828.40	2943.90	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60
COMMISSIONED OFFICERS WITH OVER 4 YEARS ACTIVE DUTY SERVICE AS AN ENLISTED MEMBER OR WARRANT OFFICER																						
O-3E	0.00	0.00	0.00	5031.00	5271.90	5536.50	5707.80	5988.90	6226.20	6362.40	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10
O-2E	0.00	0.00	0.00	4418.70	4509.60	4653.30	4895.70	5082.90	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40
O-1E	0.00	0.00	0.00	3558.60	3800.10	3940.80	4084.50	4225.50	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70
WARRANT OFFICERS																						
W-5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6930.00	7281.60	7543.50	7833.30	7833.30	8225.40	8225.40	8636.40	8636.40	9068.70	9068.70
W-4	3897.60	4192.50	4312.80	4431.30	4635.00	4836.90	5040.90	5348.70	5618.10	5874.30	6084.00	6288.60	6589.20	6836.10	7117.80	7117.80	7260.00	7260.00	7260.00	7260.00	7260.00	7260.00
W-3	3558.90	3707.40	3859.50	3909.30	4068.90	4382.70	4709.10	4862.70	5040.60	5224.20	5553.60	5776.20	5909.40	6051.00	6243.30	6243.30	6243.30	6243.30	6243.30	6243.30	6243.30	6243.30
W-2	3149.40	3447.30	3539.10	3602.10	3806.40	4123.80	4281.00	4436.10	4625.40	4773.30	4907.40	5067.60	5173.20	5256.90	5256.90	5256.90	5256.90	5256.90	5256.90	5256.90	5256.90	5256.90
W-1	2764.50	3061.80	3141.90	3311.10	3511.20	3805.80	3943.50	4135.50	4324.80	4473.60	4610.70	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90
ENLISTED MEMBERS																						
E-9	0.00	0.00	0.00	0.00	0.00	0.00	4708.80	4815.60	4950.00	5108.10	5267.70	5523.60	5739.60	5967.30	6315.30	6315.30	6630.60	6630.60	6962.40	6962.40	7311.00	7311.00
E-8	0.00	0.00	0.00	0.00	0.00	3854.70	4025.10	4130.70	4257.30	4394.40	4641.60	4766.70	4980.00	5098.20	5389.50	5389.50	5497.80	5497.80	5497.80	5497.80	5497.80	5497.80
E-7	2679.60	2924.70	3036.60	3185.10	3300.90	3499.80	3611.70	3810.90	3976.20	4089.00	4209.30	4256.10	4412.40	4496.40	4815.90	4815.90	4815.90	4815.90	4815.90	4815.90	4815.90	4815.90
E-6	2317.80	2550.30	2662.80	2772.30	2886.30	3143.10	3243.30	3436.80	3496.20	3539.40	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80
E-5	2123.40	2265.90	2375.40	2487.60	2662.20	2845.20	2994.60	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90
E-4	1946.70	2046.30	2157.30	2266.50	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10
E-3	1757.40	1868.10	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20
E-2	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30
E-1 >4 Mon	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00
E-1 <4 Mon	1378.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

C/S 20587.80 M/S 7609.50

Cadet 990.00

NOTE--BASIC PAY FOR O7-O10 IS LIMITED TO LEVEL II OF THE EXECUTIVE SCHEDULE ($14,375.10)

NOTE--BASIC PAY FOR O6 AND BELOW IS LIMITED TO LEVEL V OF THE EXECUTIVE SCHEDULE ($12,141.60)

FY2012, 1.6% Pay Raise Increase. Public Law No 112-XXX National Defense Auth Act, signed into law on XXXXXXX X, XXXX

FY2012, Increases cap on basic pay for general and flag officers (O7-O10)

Illustration #2

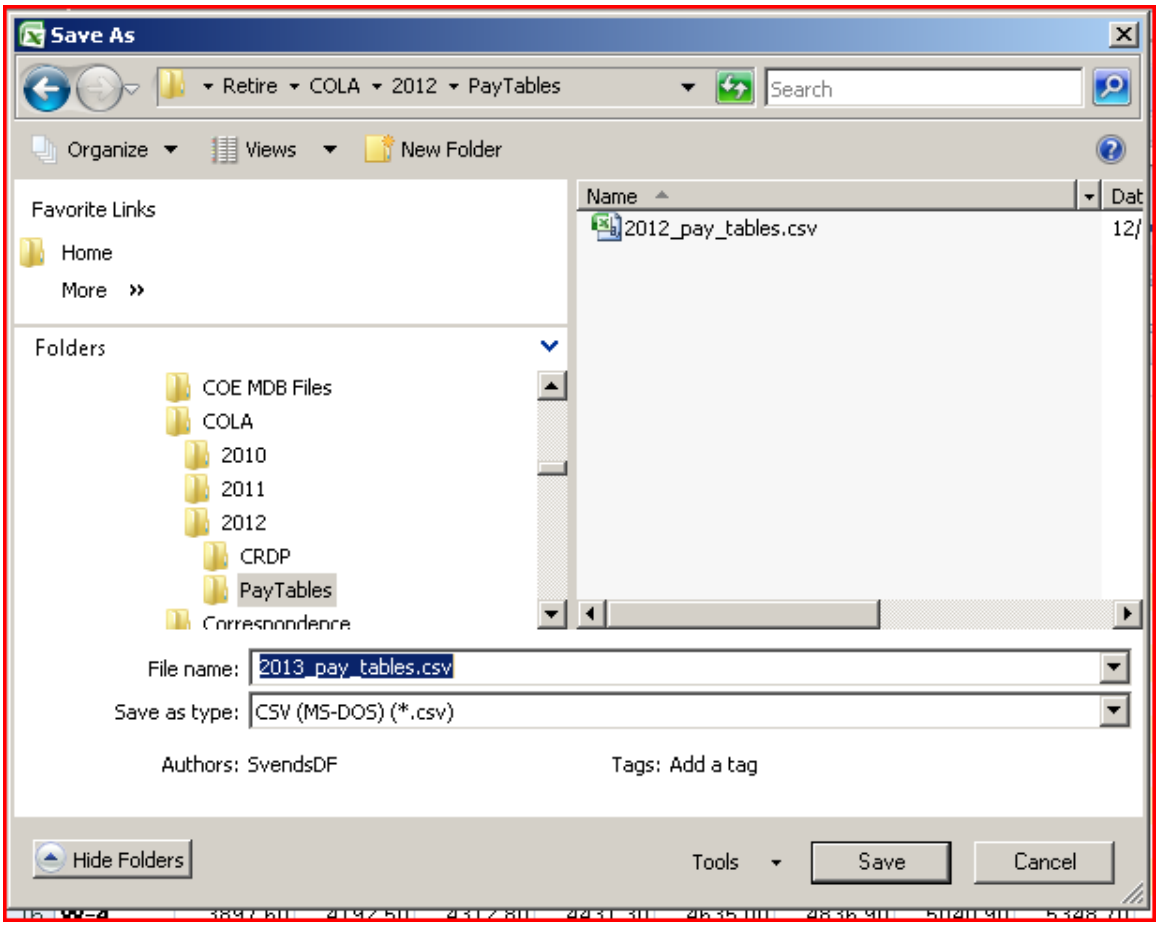
Change the value in B1 from **<2** to **1**
Change the value in A28 from **E-1 >4 Mon** to **E-1G**
Change the value in A29 from **E-1 <4 Mon** to **E-1L**

Your spreadsheet should now look like illustration #3:

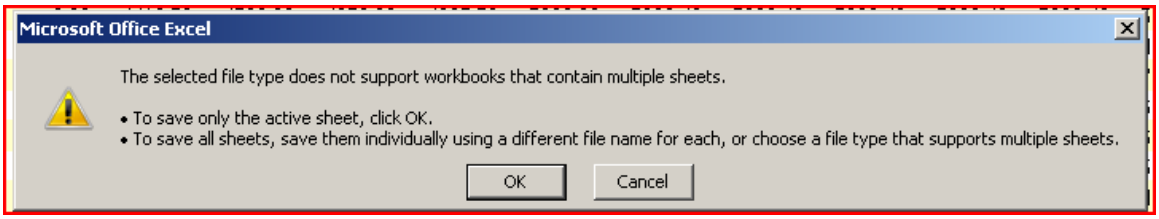
GRADE	1	2	3	4	6	8	10	12	14	16	18	20	22	24	26	28	30	32	34	36	38	40
O-10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15647.10	15723.30	16050.60	16620.00	16620.00	17451.00	17451.00	18323.40	18323.40	19239.90	19239.90
O-9	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13685.10	13882.50	14167.20	14664.00	14664.00	15397.50	15397.50	16167.60	16167.60	16975.80	16975.80
O-8	9683.10	10000.20	10210.80	10269.60	10532.40	10971.00	11073.30	11489.70	11609.10	11968.20	12487.80	12966.60	13286.40	13286.40	13286.40	13286.40	13618.80	13618.80	13959.30	13959.30	13959.30	13959.30
O-7	8045.70	8419.80	8592.60	8730.00	8979.00	9225.00	9509.40	9792.90	10077.30	10971.00	11725.50	11725.50	11725.50	11725.50	11785.20	11785.20	12021.00	12021.00	12021.00	12021.00	12021.00	12021.00
O-6	5963.40	6551.70	6981.30	6981.30	7008.00	7308.60	7348.20	7348.20	7765.80	8504.10	8937.60	9370.50	9617.10	9866.70	10350.60	10350.60	10557.30	10557.30	10557.30	10557.30	10557.30	10557.30
O-5	4971.30	5600.40	5988.00	6061.20	6303.00	6447.60	6765.90	6999.30	7301.10	7763.10	7982.40	8199.30	8446.20	8446.20	8446.20	8446.20	8446.20	8446.20	8446.20	8446.20	8446.20	8446.20
O-4	4289.40	4965.60	5296.80	5370.60	5678.10	6007.80	6418.50	6738.30	6960.60	7088.10	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90	7161.90
O-3	3771.30	4275.30	4614.60	5031.00	5271.90	5536.50	5707.80	5988.90	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60	6135.60
O-2	3258.60	3711.30	4274.40	4418.70	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60	4509.60
O-1	2828.40	2943.90	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60	3558.60
O-3E	0.00	0.00	0.00	5031.00	5271.90	5536.50	5707.80	5988.90	6226.20	6362.40	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10	6548.10
O-2E	0.00	0.00	0.00	4418.70	4509.60	4653.30	4895.70	5082.90	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40	5222.40
O-1E	0.00	0.00	0.00	3558.60	3800.10	3940.80	4084.50	4225.50	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70	4418.70
W-5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6930.00	7281.60	7543.50	7833.30	7833.30	8225.40	8225.40	8636.40	8636.40	9068.70	9068.70
W-4	3897.60	4192.50	4312.80	4431.30	4635.00	4836.90	5040.90	5348.70	5618.10	5874.30	6084.00	6288.60	6589.20	6836.10	7117.80	7117.80	7260.00	7260.00	7260.00	7260.00	7260.00	7260.00
W-3	3558.90	3707.40	3859.50	3909.30	4068.90	4382.70	4709.10	4862.70	5040.60	5224.20	5553.60	5776.20	5909.40	6051.00	6243.30	6243.30	6243.30	6243.30	6243.30	6243.30	6243.30	6243.30
W-2	3149.40	3447.30	3539.10	3602.10	3806.40	4123.80	4281.00	4436.10	4625.40	4773.30	4907.40	5067.60	5173.20	5256.90	5256.90	5256.90	5256.90	5256.90	5256.90	5256.90	5256.90	5256.90
W-1	2764.50	3061.80	3141.90	3311.10	3511.20	3805.80	3943.50	4135.50	4324.80	4473.60	4610.70	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90	4776.90
E-9	0.00	0.00	0.00	0.00	0.00	0.00	4708.80	4815.60	4950.00	5108.10	5267.70	5523.60	5739.60	5967.30	6315.30	6315.30	6630.60	6630.60	6962.40	6962.40	7311.00	7311.00
E-8	0.00	0.00	0.00	0.00	0.00	3854.70	4025.10	4130.70	4257.30	4394.40	4641.60	4766.70	4980.00	5098.20	5389.50	5389.50	5497.80	5497.80	5497.80	5497.80	5497.80	5497.80
E-7	2679.60	2924.70	3036.60	3185.10	3300.90	3499.80	3611.70	3810.90	3976.20	4089.00	4209.30	4256.10	4412.40	4496.40	4815.90	4815.90	4815.90	4815.90	4815.90	4815.90	4815.90	4815.90
E-6	2317.80	2550.30	2662.80	2772.30	2886.30	3143.10	3243.30	3436.80	3496.20	3539.40	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80	3589.80
E-5	2123.40	2265.90	2375.40	2487.60	2662.20	2845.20	2994.60	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90	3012.90
E-4	1946.70	2046.30	2157.30	2266.50	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10	2363.10
E-3	1757.40	1868.10	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20	1981.20
E-2	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30	1671.30
E-1G	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00	1491.00
E-1L	1378.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Illustration #3

When your edits are complete, save your spreadsheet as a CSV file to M:\joint_files\global payroll\retire\cola\2012\paytables\2013_pay_tables.csv:



When you hit the Save button, you will see the following message:

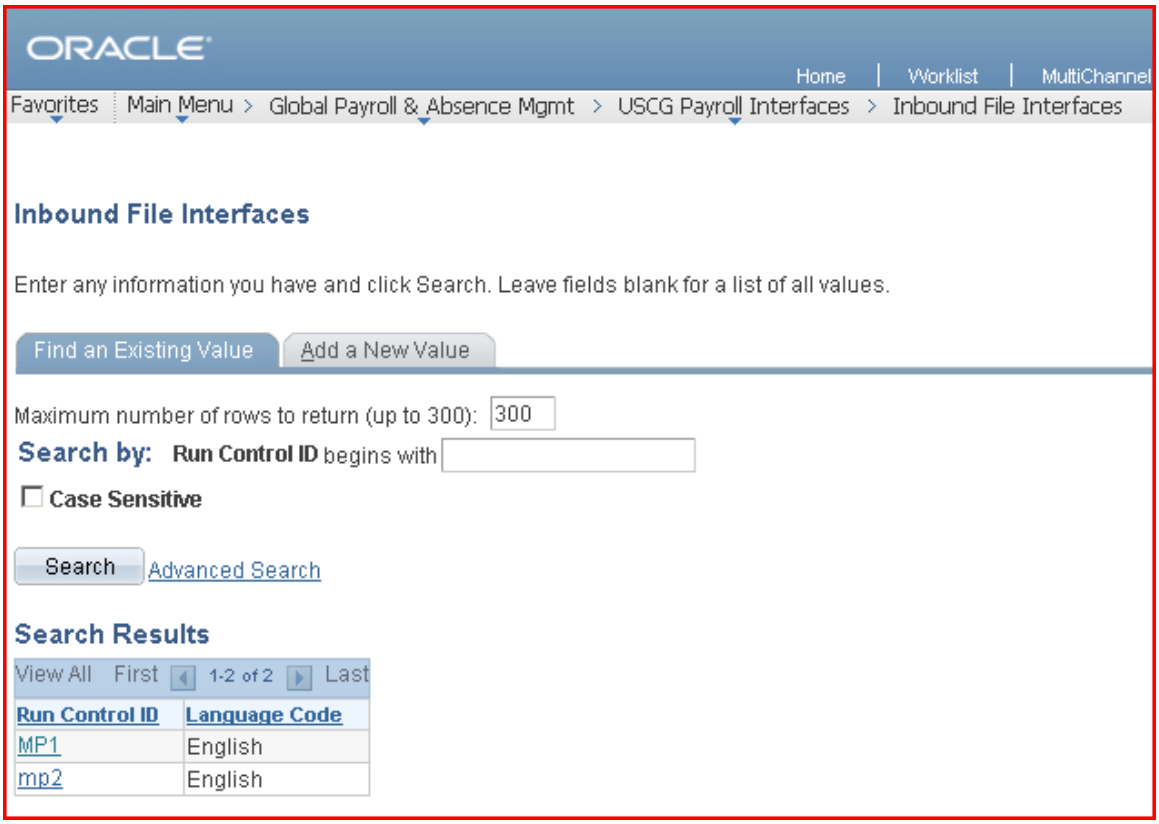


Click OK, and your worksheet will be saved.

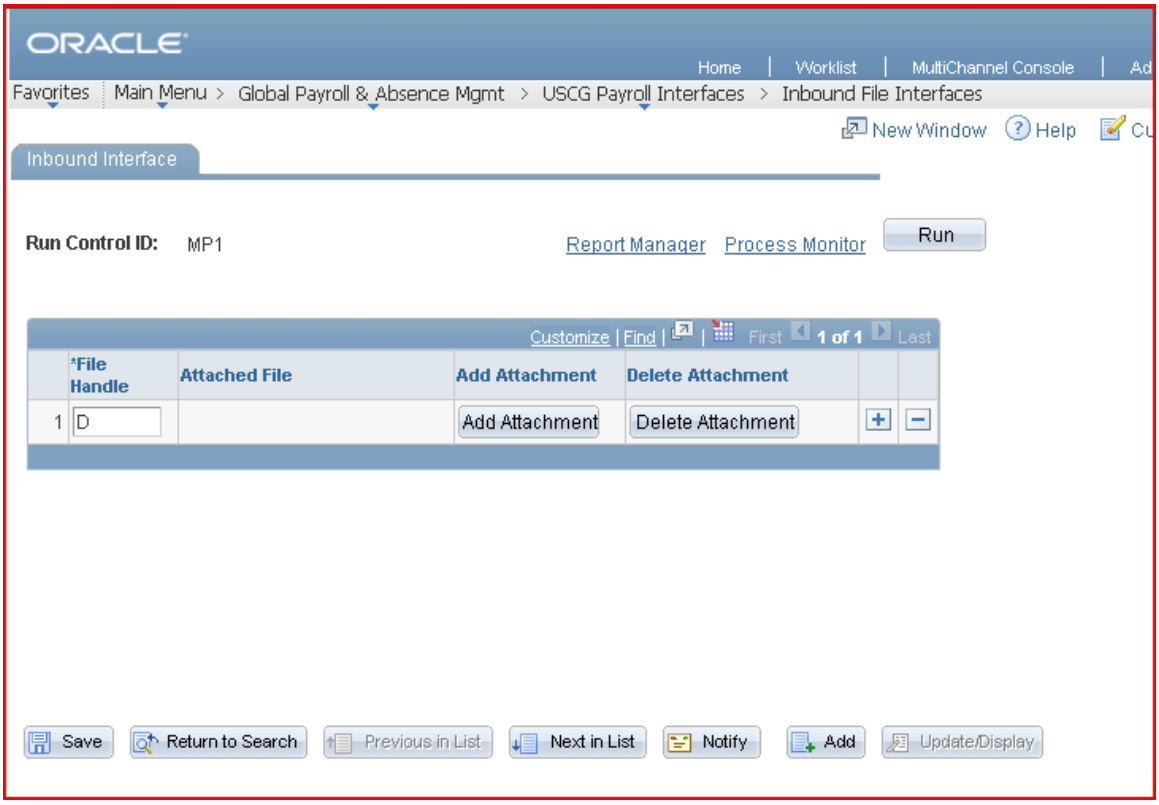
4. Upload and process the new Base Pay data.

Log into PeopleSoft 9.1 and navigate to **Main Menu > Global Payroll & Absence Mgmt > USCG Payroll Interfaces > Inbound File Interfaces**

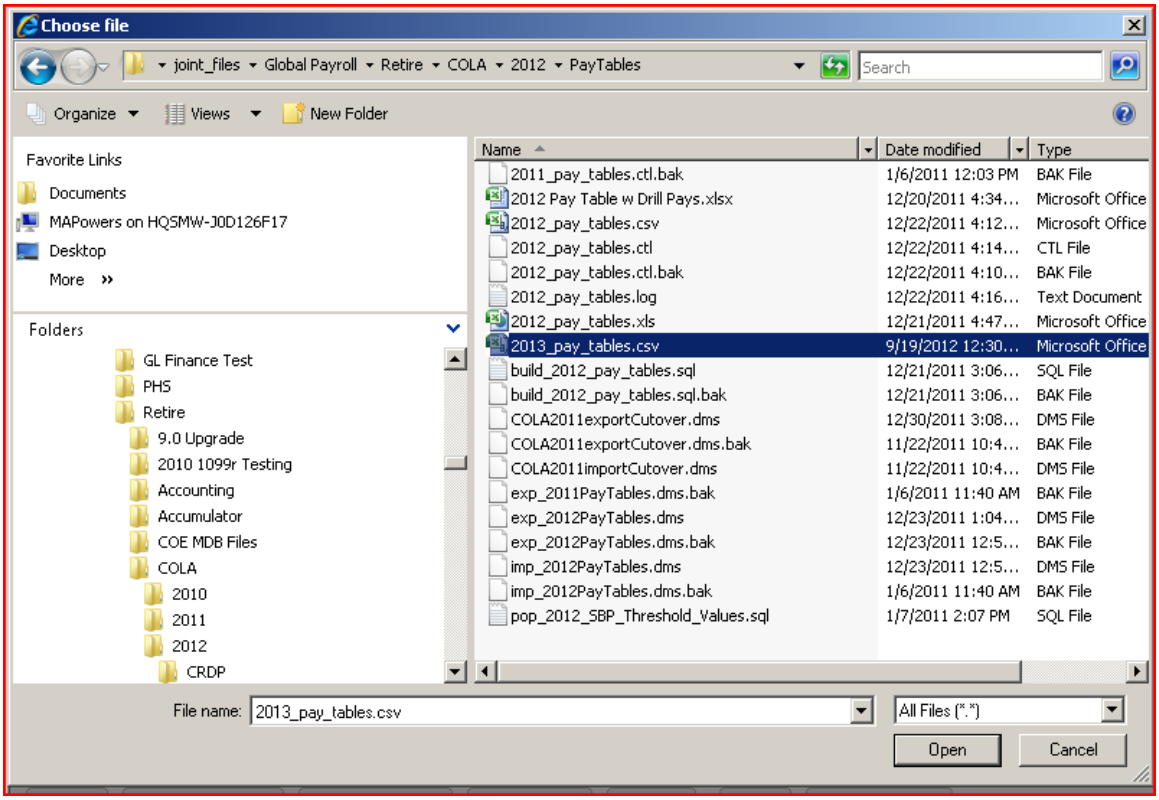
Select a Run Control ID, or create a new one:



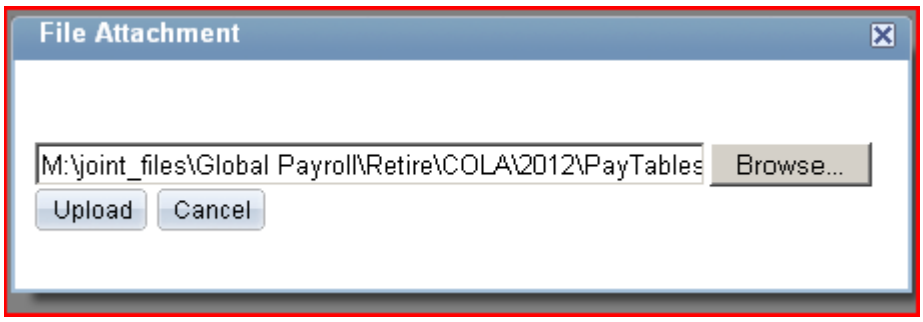
If the **File Handle** field is empty, enter a value – it doesn't matter what.



Click the **Add Attachment** button, then use the **Browse** button to navigate to **M:\joint_files\global payroll\retire\cola\2012\paytables** and select the CSV file you created in the previous step.



Click the **Open** button, then click the **Upload** button to upload your CSV file:



On the **Inbound Interface** page, click the **Run** button:

ORACLE

Home | Worklist | MultiChannel Console

Favorites | Main Menu > Global Payroll & Absence Mgmt > USCG Payroll Interfaces > Inbound File Interfaces

New Window | Help

Inbound Interface

Run Control ID: MP1

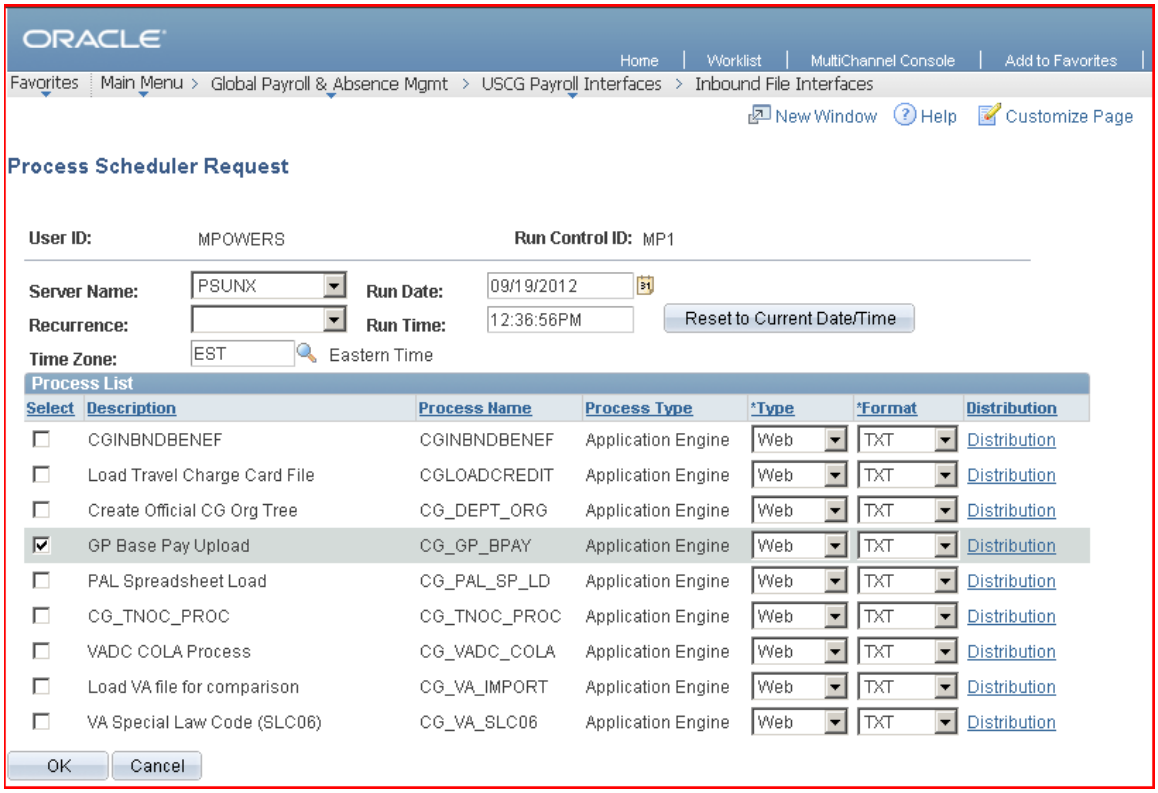
Report Manager | Process Monitor | Run

Customize | Find | First 1 of 1 Last

	*File Handle	Attached File	Add Attachment	Delete Attachment		
1	D	2013_pay_tables.csv	Add Attachment	Delete Attachment	+	−

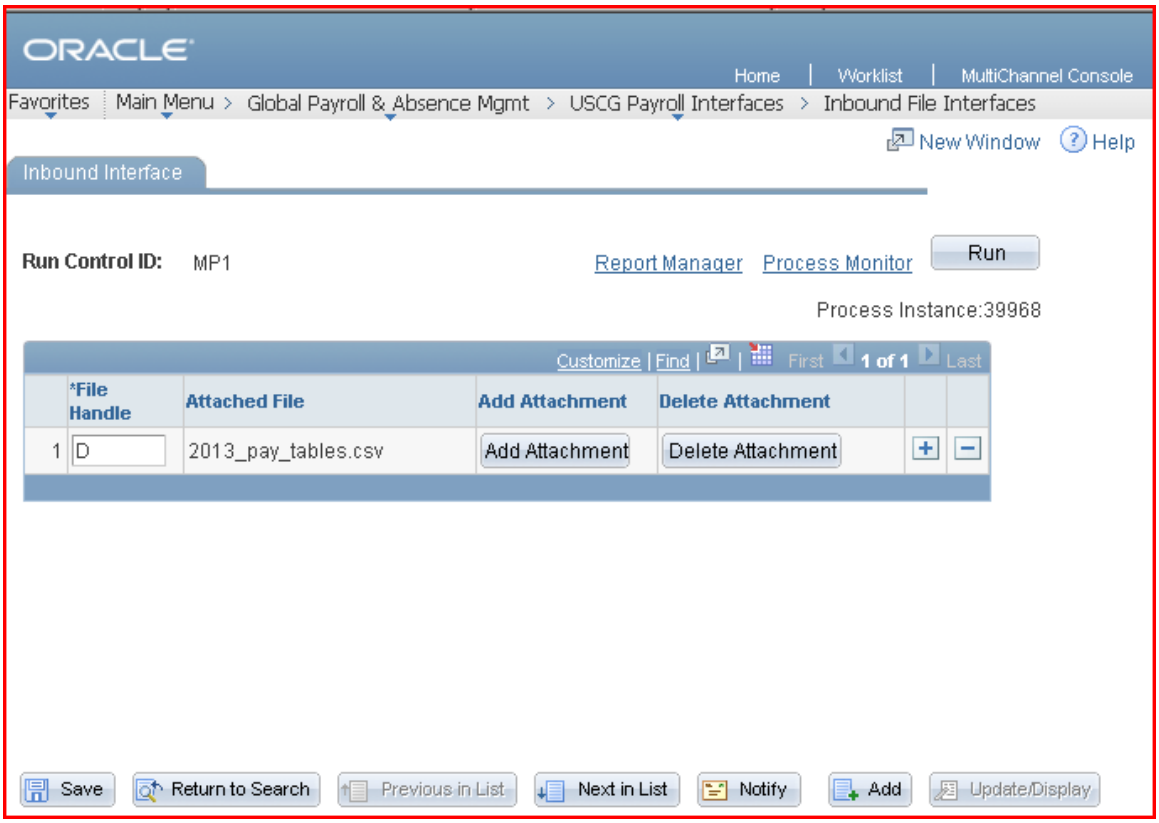
Save | Return to Search | Previous in List | Next in List | Notify | Add | Update/Display

Select **GP Base Pay Upload** from the list:

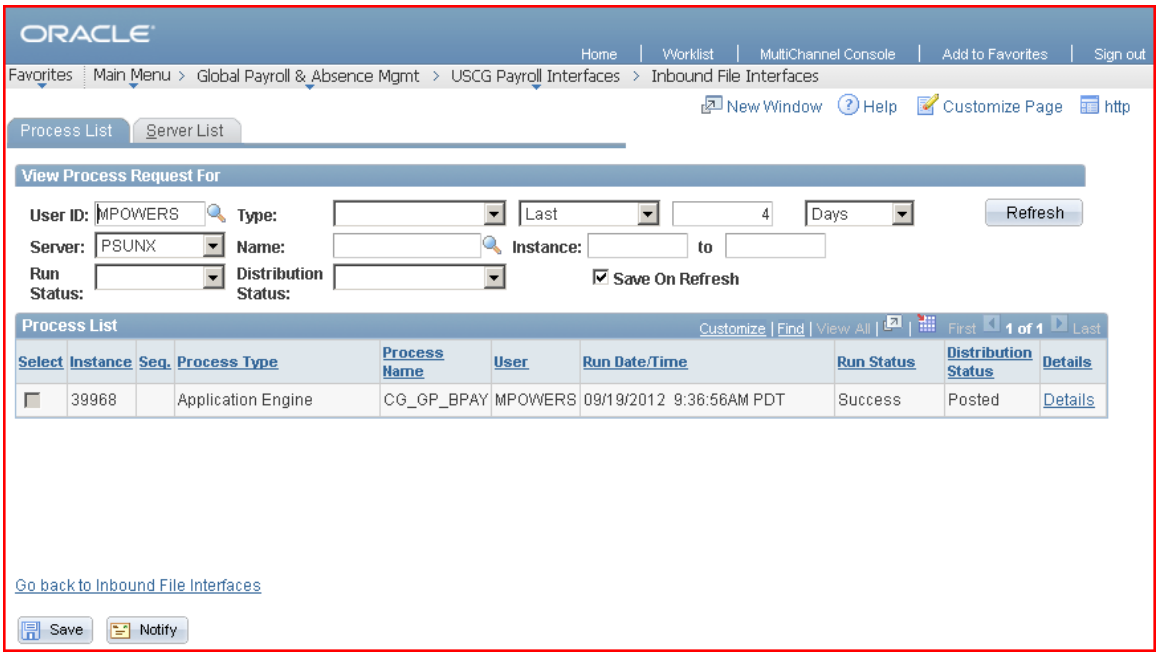


And hit the **OK** button.

On the **Inbound Interfaces** page, hit the **Process Monitor** hyperlink.



Let the process run for minute or two, then click the **Refresh** button.



The **Run Status** field should read **Success.** If it reads **Queued** or **Processing**, wait another minute or two and click **Refresh** again.

If **Run Status** does not show **Success**, contact CG-633 for help.