

How to run the Active Duty Global Payroll Archive Report?

This report is listed under the Active & Reserve Pay Reports.

Active & Reserve Pay Reports	
Global Payroll Action Requests	BAH CONUS COLA Zip Mismatch
Receiving OHA and BAH concur	Multiple OCONUS COLA rows
Active ACIP but no Results	Active COLA but no Results
Active EABP but no Results	Active Housing but no Results
Active OTPI but no Results	Unforwarded Off-Cycle Deltas
Retro Triggers Prior to GoLive	Payees with Retro in TE Status
Saved Pay Eligible Members	SGLI Negative Bal > 5 months
Suspicious Amount Net Pay Diff	SGLI arrearages ISL/ RET2/IRR
Suspicious Amount Net Pay High	Tax Exclusion Retro from AWE
TE Mismatch between Mid/End	Off Cycle Detail Report
Payroll Verification by SPO	Excess Leave Report
NOAA Payroll Verification Rpt	SGLI Termination Query
Payroll Verification By EMPLID	PHS Payroll Verification Rpt
Absence Takes	Absences per Month
Retroactive Job Actions Report	Pay Audit: CSP & BAH w/o Deps
Pay Audit: CSP Premium No CSP	Pay Audit: CSP Prem CST < 3
USCG Suspicious Tax Report	Missing BAH Rows
Missing OHA Rows	Allotment Audit Report
Missing CONUS Rows	Payments Listing
USCG Bonus Installment Report	AD and RET Duplicate Pay
CCola/Unit Zip Diff Report	USCG GP Results from Archive

When you select this report this will prompt for the Run Control ID

GP Results from Archive Data

Enter any information you have and click Search. Leave fields blank for a list of all values.

Maximum number of rows to return (up to 300):

Search by: Run Control ID begins with

Case Sensitive

Find an Existing Value | [Add a New Value](#)

For the first time, you need click Add a New Value and enter the RUN Control ID

GP Results from Archive Data

[Find an Existing Value](#) [Add a New Value](#)

Run Control ID:

Add

[Find an Existing Value](#) | [Add a New Value](#)

Enter the emplid, empl_rcd and click on the Run Button

GP Results From Archive Data

Run Control ID: [Report Manager](#) [Process Monitor](#) **Run**

GP Results Report from Archive Data

*Empl ID:

Empl Record:

Click OK button to submit this process.

Process Scheduler Request

User ID: Run Control ID:

Server Name: Run Date:

Recurrence: Run Time: [Reset to Current Date/Time](#)

Time Zone:

Select	Description	Process Name	Process Type	*Type	*Format	Distribution
<input checked="" type="checkbox"/>	CG GP Results from Archive Dat	CG_GPARCHRPT	Application Engine	Web	TXT	Distribution

OK [Cancel](#)

After Successful processing, you will see the results under My Reports

Report	Folder
XMLP	General
	2016-05-03-11.19.0
CG_GPARCHRPT	General
	2016-05-03-11.19.0

When you click XMLP You will see the report

Report			
Report ID:	300899	Process Instance:	338755 Message Log
Name:	XMLP	Process Type:	XML Publisher
Run Status:	Success		

CGGPARCHIVE - CGGPARCHIVE.xls

Distribution Details	
Distribution Node:	RPTNODE
Expiration Date:	05/10/2016

File List		
Name	File Size (bytes)	Datetime Created
CGGPARCHIVE.xls	412,507	05/03/2016 11:33:37.783746AM PDT

Distribute To	
Distribution ID Type	*Distribution ID
User	[REDACTED]

Or you can see the results under Report Manager

GP Results From Archive Data		
Run Control ID:	[REDACTED]	Report Manager Process Monitor <input type="button" value="Run"/>

GP Results Report from Archive Data	
*Empl ID:	[REDACTED] <input type="text" value=""/> <input type="button" value="Search"/>
Empl Record:	<input type="text" value="0"/> <input type="button" value="Search"/>

List

Explorer

Administration

Archives

View Reports For

Folder:

Instance: to:

Refresh

Name:

Created On:

Last

1

Days

Reports						
Customize Find View All First 1-6 of 6 Last						
	Report	Report Description	Folder Name	Completion Date/Time	Report ID	Process Instance
1	XMLP	CGGPARCHIVE - CGGPARCHIVE.XLS	General	05/03/16 11:33AM	300899	338755
2	CG_GPARCHRPT	CG GP RESULTS FROM ARCHIVE DAT	General	05/03/16 11:33AM	300898	338755
3	XMLP	CGGPARCHIVE - CGGPARCHIVE.XLS	General	05/03/16 11:21AM	300897	338754
4	CG_GPARCHRPT	CG GP RESULTS FROM ARCHIVE DAT	General	05/03/16 11:21AM	300896	338754
5	XMLP	CGGPARCHIVE - CGGPARCHIVE_1051514.XLS.XLS	General	05/03/16 11:19AM	300895	338753
6	CG_GPARCHRPT	CG GP RESULTS FROM ARCHIVE DAT	General	05/03/16 11:19AM	300894	338753