Using the new Estimate of Cost application

- A User Guide for Compensation Advisors -

(April 2006)

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PURPOSE

This document will serve as a user guide for the new **Estimate of Cost** (EOC) on-line application. Although the user guide is primarily intended for compensation advisors (CAs) who <u>already</u> have experience with the previous version of EOC, CAs without this experience may also benefit from the instructions found herein, provided they have received training on elective service. [1]

BACKGROUND

Previously, there were two separate legacy applications using two different total cost and monthly payment calculation programs; the EOC used by CAs and the Estimate and Election System (ESTEL) used by pension entitlement specialists in the Superannuation, Pension Transition and Client Services Sector (SPTCSS). In order to reduce the maintenance required by these two systems and implement several enhancements that would satisfy the needs of both Compensation and SPTCSS, the previous version of EOC was discontinued and major changes were introduced to the estimate facilities within ESTEL. As a result of this initiative, CAs and pension entitlement specialists now use the same estimate system, EOC.

WHAT'S NEW

The following is a comparison between the previous and new estimate applications. Note that all features in the right-hand column apply to both CAs and pension entitlement specialists, except where otherwise noted.

Previous estimate programs	New EOC application
EOC - This application was used by CAs to estimate the cost of elective service. The cost calculation was limited to a maximum of seven (7) service periods per estimate (by using non-countable service entries). Also, the Retirement Compensation Arrangement (RCA) cost was not always calculated properly. These limitations caused inaccurate cost calculations.	Up to 12 lines of service per page (over multiple pages) can now be entered for election estimates. There is no longer a need to enter periods of non-countable service. The RCA cost will now be calculated properly.
ESTEL - This system was used only by the pension entitlement specialists. The data entries were laborious and subject to errors causing griefs and additional workload in the cost estimation of elective service process.	1) To avoid a useless and repetitive number of key strokes, the users will now be able to enter some default values which will be used to automatically populate new service lines.

[1] Usage of the new EOC is thoroughly covered in the pension course module P5 "Increasing Pensionable Service"; see > http://www.pwgsc.gc.ca/compensation/training/training-e.html .

Previous estimate programs	New EOC application
Estimate information could not be used to create corresponding elections.	2) The pension entitlement specialists will now be able to convert an existing estimate to a new election; no more re-entering all the data (*SPTCSS only).*
There was no way to extract existing elective service from the Contributor System.	3) The new process will permit the extraction of public service type (PS, SP & LW)[2] elective service periods from the Contributor System by simply entering the "SERVICE FROM" date and "SERVICE TO" date.
EOC - The users were able to change the tombstone information on the input screen.	With the new system, the users will not be authorized to change tombstone information coming from the Contributor System. The PRI, pension number, last name, initial, birth date, contributor effective date, sex, paylist and department fields will now be protected. The users will have to make the appropriate changes on the Contributor System to be able to get the correct information on the ESTEL system.
EOC - Only the most recent estimate was saved.	The system will now keep multiple estimates for an initial period of 12 months, after which they will be purged from the database. That initial period will be shortened to 6 months after the first year. These estimates may now be viewed and/or amended by users of the new EOC application.[3]

These improvements will reduce the input time and help the users to minimize the number of key strokes throughout the elective service process. This initiative will also reduce the likelihood of errors and improve the service to plan members who will receive more accurate information in a timely manner.

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[2] Service type code definitions are included in this document under FIELD DESCRIPTIONS.
[3] Note that CAs can only amend and/or delete the estimates they have created themselves, but not those created or amended by SPTCSS pension entitlement specialists. The latter group can, however, amend and/or delete all estimates; their own and those of the CAs.

ABOUT THIS USER GUIDE

This user guide provides instructions on how to navigate through the new EOC application and create/amend election estimates. This user guide does <u>not</u> provide instructions on how to process an election from beginning to end nor does it give explanations of the pertinent rules and/or regulations. In order to produce <u>accurate</u> and <u>reliable</u> estimates, users should already possess this knowledge and experience.[4]

To get the most benefit out of this user guide, it is recommended that the reader practice with accounts that already have some elective service periods of type 900[5] and 940[6].

Other resources
- The user will find the field descriptions, possible error messages, valid values and their usage at the end of this document.

- The EOC application has been improved with extensive and comprehensive on-line help text which is accessible via the F3 (screen help) and F4 (field help) keys. For a description of other keys and commands refer to NAVIGATION KEYS AND COMMANDS found in this document.

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[4] A complete list of pension courses available to CAs can be found on the compensation website at: http://www.pwgsc.gc.ca/compensation/training/training-e.html .

[5] Service no longer to the contributor's credit and for which a return of contributions has been paid.

[6] Service during a term of 6 months or less.

New screens were created to meet the new requirements; following is a diagram comparing the <u>old</u> and the <u>new</u> Estimate of Cost applications.
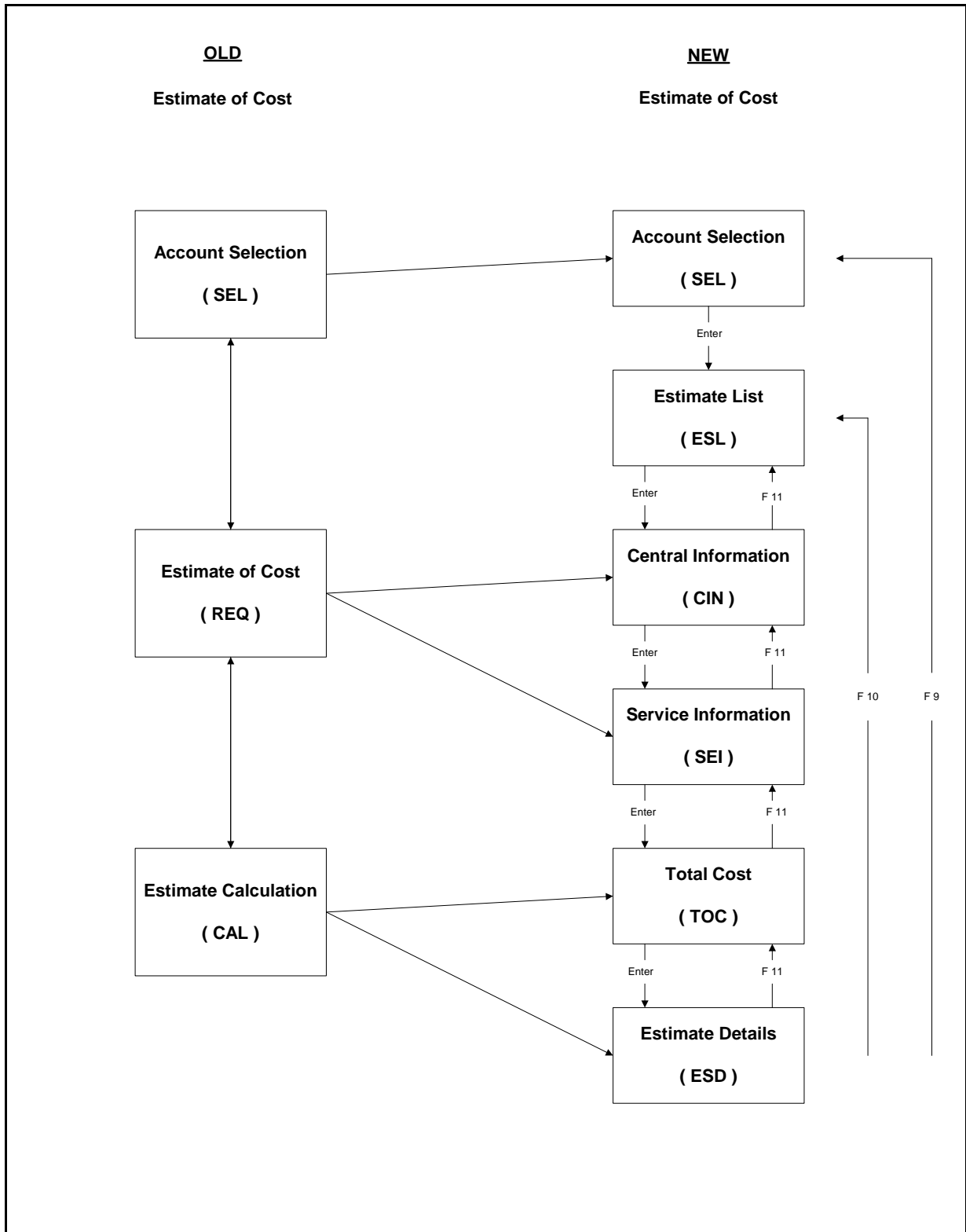
SCREEN DESCRIPTIONS

Account Selection (SEL)
This existing screen can be used by SPTCSS and CAs. After selecting the EOC option from the User Class Menu screen, the SEL screen will be displayed. The user must enter a PRI **or** pension number. After entering the valid information on the SEL screen, the user must press <ENTER> to access the new Estimate list (ESL) screen.

```
SESEL02D-001(060)   PUBLIC WORKS AND GOV. SERVICES CANADA          05/02/23
 ESTIMATE OF COST                  ACCOUNT SELECTION                   UPDATE
 >            <



                       SUPERANNUATION NUMBER:
                                 OR
                 PERSONAL RECORD IDENTIFIER:



    ****   INPUT EITHER THE PENSION NUMBER OR PERSONAL RECORD IDENTIFIER   ****
    ****   FOR THE EMPLOYEE YOU WISH TO PROVIDE WITH AN ESTIMATE OF COST   ****
    ****   FOR PRIOR ELECTIVE SERVICE                                      ****
```

Estimate List (ESL)
This new screen is displayed if the account number, requested on the SEL screen, has been found in the Contributor System. All existing estimates for the account will be displayed on this screen. CAs will be able to (I)nquire, (U)pdate or (D)elete any existing estimates previously prepared by COMPENS. To create a new estimate, users must enter "Y" in the field labelled DO YOU WANT TO CREATE A NEW ESTIMATE (Y/N). Press <ENTER> to access the Central Information (CIN) screen.

```
SEESL01D-001(060)   PUBLIC WORKS AND GOV. SERVICES CANADA   001 001   04/12/23
ESTIMATE OF COST                  ESTIMATE LIST                        UPDATE
>            <
MACFARLANE           J     PRI: 019777795  SUPN: 1399201    PO/PL: 82/1111


DO YOU WANT TO CREATE A NEW ESTIMATE (Y/N): N
OR SELECT: "I" INQUIRY, "U" UPDATE, "D" DELETE,

          COMPUTATION  SRVC     SERVICE      SERVICE                    LAST
  SELECT      DATE     TYPE    FROM DATE     TO DATE       ORIGIN      UPDATE
  ---      -- -- ----   --   -- -- ---- -  -- -- ---- -   -------    -- -- ----
           14 01 2000   CR   10 10 1985 1  31 01 1990 2   COMPENS    01 01 2005
           01 01 2004   SP   26 08 1996 1  04 02 1998 2   SUPERAN    03 03 2005
           01 03 2004   SP   01 01 1987 2  31 11 1990 2   COMPENS    12 11 2004
           25 03 2004   SP   26 08 1996 1  01 01 1998 2   SUPERAN    11 09 2004
           01 05 2004   SP   26 08 1988 2  12 04 1993 2   SUPERAN    13 02 2005
           01 08 2004   PS   10 10 1988 1  14 05 1989 2   COMPENS    14 07 2004
           23 02 2005   PS   01 01 1998 1  31 12 1998 2   SUPERAN    23 02 2005
```

Central Information (CIN)

This new screen will be displayed when an estimate is selected or created on the ESL screen. On the CIN screen the user can extract public service type (e.g.: PS, SP, LW) located on the Contributor System and automatically create service periods on the Service Information (SEI) screen. The user can also manually build new periods of service (or amend existing ones) on the SEI screen using the default service information data entered on the CIN screen. Once valid information is entered on the CIN screen, press <ENTER> to access the SEI screen.

```
SECIN01D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA          05/02/28
ESTIMATE OF COST                CENTRAL INFORMATION                  UPDATE
 >              <

PRI:  014447795   SURNAME: MACTOUTOU              INIT: J     SUPN: 1394441
PO/PL: 82 / 1111  CONTRIB EFF DATE: 14 06 2000  SEX: M  BIRTH DATE: 26 05 1943

COMPUTATION DATE: 23 02 2005

                      ----SERVICE INFORMATION VALUES-----
SALARY + ALLOW: 43788           MEDICAL: 1                    RATE: S
SWW: 37.50      AWW: 37.50       SERVICE TYPE: PS

SERVICE FROM DATE:              SERVICE TO DATE:

                      ----OPTIONAL VALUES------
REPAYMENT PERIOD:                     MONTHLY AMOUNT:
INITIAL RRSP PAYMENT:                 INITIAL CASH PAYMENT:
```

Service Information (SEI)

This new multiple page screen allows up to 12 lines of service on each page.

```
SESEI01D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA   1   1     05/02/28
ESTIMATE OF COST                SERVICE INFORMATION                    UPDATE
>              <                          COMPUTATION DATE: 23 02 2005
MACTOUTOU            J     PRI: 014447795  SUPN: 1394441   PO/PL: 82/1111

 UPT SERVICE                                        ELECTION
 CD   TYPE  RATE SERVICE FROM   SERVICE TO   SWW    AWW   SALA+ALLOW MEDI
 -    --    -    -- -- ---- -   -- -- ---- - ----- ----- ---------- -   ---
      PS    S    01/01/1998 1  31/12/1998 2  37.50 37.50 9999999.99  1
      PS    S    01/01/1999 1  04/02/1999 1  40.00 40.00 9999999.99  3
      WS    D    01/01/2000 1  18/07/2002 2  37.50 37.50 9999999.99  2
      PS    S    01/01/2003 1  10/03/2005 2  40.00 40.00 9999999.99  1
```

If the SERVICE FROM and the SERVICE TO fields have been populated on the CIN screen, the SEI screen will display all existing elective service, extracted from the Contributor System, between these two dates. The user can amend or delete the extracted service and/or add new service. When the SERVICE FROM and the SERVICE TO fields are left blank on the CIN screen (but the RATE, SERVICE TYPE, SWW, AWW, SALA + ALLOW and/or MEDI reason are entered) no service line will initially be generated on the SEI screen. The user will have to enter the SERVICE FROM and SERVICE TO dates on the SEI screen and skip all fields that will be prefilled with the default values from the CIN screen. After pressing <ENTER>, the system will

automatically replace these blank fields with the default values entered on the CIN screen.

The user can, at any time, overwrite some of the default values on the SEI screen. The default values can be overwritten before pressing <ENTER> (when the field is still blank) or the service line can also be amended after the service line has been created (using 'A' in the UPT CD column field).

The user can keep adding new service lines, through the same default value process, at any time. Should new default information values be required the user must return to the CIN screen (F11), populate the desired default information fields, press <ENTER>, then go to the last page of the SEI screen and continue adding new service lines. The system will then prefill the blank fields in the new service lines without modifying the existing service lines. NOTE: The REQ screen in the previous EOC has been replaced by the CIN and the SEI screens.

Once the service lines are entered, press <ENTER> to access the Total Cost (TOC) screen.

Total Cost (TOC)
The new TOC screen is used to display the result of the cost and monthly payment calculation. All the fields on this screen are protected. The cost and payment amounts are separated by service type (while a contributor, while not a contributor, after 1989 and RCA amounts) and by single and double rate.

```
SETOC01D-001(060)   PUBLIC WORKS AND GOV. SERVICES CANADA  1   0        05/02/28
ESTIMATE OF COST                TOTAL COSTS                              UPDATE
 >             <       PREPARED BY: ABCPPF1          COMPUTATION DATE: 23 02 2005
MACTOUTOU     J      PRI: 014447795     SUPN: 1394441    PO/PL: 82/1111
CONTRIB EFF DATE: 14 06 2000      SEX: M            BIRTH DATE:26 05 1943


INITIAL PAYMENT: 9999999.99
TOTAL SERVICE: 5 YEARS 306.5 DAYS
WHILE SINGLE COST:      9999999.99         WHILE DOUBLE COST:      9999999.99
WHILE NOT SINGLE COST: 9999999.99         WHILE NOT DOUBLE COST: 9999999.99
POST89 SINGLE COST:     9999999.99          POST89 DOUBLE COST:     9999999.99
RCA SINGLE COST:        9999999.99          RCA DOUBLE COST:        9999999.99
                ----- TOTAL COST: 9999999.99 -----

MONTHLY PAYMENT PERIOD: FROM DATE MM/CCYY    TO DATE: MM/CCYY
MNTH WHILE SINGLE RATE:      999999.99     MNTH WHILE DOUBLE RATE:     999999.99
MNTH WHILE NOT SINGLE RATE: 999999.99     MNTH WHILE NOT DOUBLE RATE:999999.99
MNTH POST89 SINGLE RATE:     999999.99     MNTH POST89 DOUBLE RATE:    999999.99
MNTH RCA SINGLE RATE:        999999.99     MNTH RCA DOUBLE RATE:       999999.99
             -----TOTAL MONTHLY RATE: 9999999.99-----
              -----FINAL PAYMENT: 9999999.99-----     SUBJECT TO VERIFICATION
```

The TOTAL COST does not include any initial lump sum payments, whereas the TOTAL MONTHLY RATE amount includes initial lump sum payments.

The FINAL PAYMENT field is the only one that will not be divided by type and rate. It will only show if the monthly rates are different from the final payment. Pressing <ENTER> will bring up the Estimate Details (ESD) screen.

Estimate Details (ESD)
The ESD screen contains the results of the cost and monthly payment calculations for each service line. Up to 12 lines of service are displayed on each page.

```
SEESD03D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA  1   0        05/02/28
ESTIMATE OF COST                ESTIMATE DETAILS                          UPDATE
 >              <         PREPARED BY: ABCPPF1     COMPUTATION DATE: 23/02/2005
MACTOUTOU       J     PRI: 014447795     SUPN: 1394441    PO/PL: 82/1111

---- SERVICE -----                                        MONTHLY
TYPE RATE YRS-DAYS    FROM DATE      TO DATE       COST      RATE      MEDICAL
-- ----- -- -----  -- -- ---- -  -- -- ---- -  ----------  --------  --------
 PS   S    1    0.0  01 01 1998 1  31 12 1998 2  9999999.99  99999.99  NO
 PS   S        34.5  01 01 1999 1  04 02 1999 1  9999999.99  99999.99  YES&PASS
 WS   D    2  200.0  01 01 2000 1  18 07 2002 2  9999999.99  99999.99  YES
 PS   S    2   70.0  01 01 2003 1  10 03 2005 2  9999999.99  99999.99  NO
```

To avoid a costly and complicated redesign of the estimate calculator, the MONTHLY RATE field data will have the following limitations:

1) If an initial cash and/or RRSP payment is entered on the CIN screen, the monthly rate displayed for each service line will not be reduced to reflect these initial payments. Only the TOC screen will show monthly payment rates including the deduction of the initial payments. A warning message will be displayed to advise the users that initial payments are not included in the calculation of the monthly rate for each period. In a situation where the monthly rate or lump sum payment is entered the MONTHLY RATE will not be displayed.

2) If the MONTHLY AMOUNT on the CIN screen has been entered, the MONTHLY RATE (on the ESD screen) will not be displayed. To calculate a monthly rate for each period when a monthly amount exists, the system would have to calculate the total repayment period first then calculate the monthly rate for each period based on the total repayment period.

NOTE: The TOC and ESD screens have replaced the CAL screen in the previous EOC.

CREATING AN ESTIMATE(7)

Option 1: Use the SERVICE FROM DATE and SERVICE TO DATE fields (in the CIN screen).

The use of these fields automatically triggers a search and extraction of existing public service (PS, SP or LW only) within the Contributor System. Only service records in the Contributor System (with the same from and to dates entered on the CIN screen) will be extracted. Since all other types of service are not recorded in the Contributor System (e.g.: PE, CA, CS, WS, etc.)[8], the service dates for these types will have to be entered manually via the SEI screen.

If the SALARY + ALLOW and/or MEDICAL fields are also entered on the CIN screen, all extracted periods of service will be filled with the default information on the SEI screen.

All other fields must be left blank with the following exception: for PS, SP or LW service, the system will extract the periods corresponding to the service type. To specify a service type is optional. Leaving the SERVICE TYPE field blank will cause all elective service periods to be extracted.

The election from and to dates can only be entered (on CIN) at the time of creation. These two date fields will be hidden and protected for estimates that have already been created.

If the user makes a mistake in the input of the from and to dates, the best way to correct it is to:

• modify the service lines on the SEI screen or
• delete the estimate and create a new one on ESL.

IMPORTANT > Verify the service
Before proceeding with an estimate, it is of the utmost importance that the service data be thoroughly verified (using system and hard copy records). Failure to do so, can result in significantly inaccurate results and can influence contributors to make wrong decisions with respect to buying back pensionable service.[9]

---

[7] You can follow along with the next examples by using one of your accounts (preferably an account that has 940 and/or 900 service type periods).
[8] Service types will be described later.
[9] Note that ELS election data (in Contributor Inquiry) will not be available through the quick-transfer F6 function key; to find out which elections are already under way, the user will have to access the Contributor Inquiry via the User Class Menu (it is recommended that screen prints be made prior to starting your EOC session).

The EOC is accessed on the USER CLASS MENU.

Note that the application retains its original name (Estimate of Costs), uses the same
Application Code (SE) and User Class (ESP) to access the SEL screen. EOC uses the
same security access profile, so no intervention from your Security Access Control
Officer (SACO) is required.

```
BBUSO21D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA    0001      06/02/09
                              USER   CLASS   MENU
>              <                                            USERID: CRPDC13

PLEASE SELECT ONE OF THE FOLLOWING

                                                  APPLICATION
SELECTION            SYSTEM DESCRIPTION            CODE        USER CLASS

           CONTRIBUTOR VERIFICATION               SN            CSV
    S      ESTIMATE OF COSTS                       SE            ESP
           CONTRIBUTOR INQUIRY                     SN            CON
           PENSION SUPPORT                         SN            PSS
           PENSION DIVISION                        SM            CST
           CENTRAL INDEX                           TC            WSD
```

**An account is selected by entering the contributor's superannuation number or
PRI number.**

```
SESEL03D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA         06/02/09
ESTIMATE OF COST                 ACCOUNT SELECTION                UPDATE
>              <



                     SUPERANNUATION NUMBER:   2000008
                                    OR
                 PERSONAL RECORD IDENTIFIER:



****  INPUT EITHER THE PENSION NUMBER OR PERSONAL RECORD IDENTIFIER   ****
****  FOR THE EMPLOYEE YOU WISH TO PROVIDE WITH AN ESTIMATE OF COST   ****
****  FOR PRIOR ELECTIVE SERVICE                                      ****
```

A "Y" is entered in the DO YOU WANT TO CREATE AN ESTIMATE (Y/N) field.

There are currently no previously created estimates in this example.
Note: Previously created estimates will be seen later.

```
SEESL01D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA     0   0    06/02/09
ESTIMATE OF COST                    ESTIMATE LIST                          UPDATE
>              <


IVEY                          DA  PRI: 060653140 SUPN:   2000008 PO/PL: 91 / 2710

DO YOU WANT TO CREATE A NEW ESTIMATE (Y/N): Y  ◄─────────────────
OR SELECT: "I" INQUIRY, "U" UPDATE, "D" DELETE


          COMPUTATION  SRVC    SERVICE       SERVICE                    LAST
SELECT       DATE      TYPE   FROM DATE      TO DATE       ORIGIN      UPDATE
 ---      -- -- ----    --    -- -- ---- -  -- -- ---- -  -------    -- -- ----




SE234    NO ESTIMATE FOUND IN ESTEL
```

The CIN screen highlights the tombstone data (extracted from the Contributor System)
and the computation date which is always today's date by default.

```
SECIN01D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA               06/02/09
ESTIMATE OF COST                 CENTRAL INFORMATION                     UPDATE
>              <

PRI:  060653140  SURNAME: IVEY                     INIT: DA  SUPN:   2000008
PO/PL: 91 / 2710 CONTRIB EFF DATE: 11 11 1995  SEX: F  BIRTH DATE: 10 07 1961

COMPUTATION DATE: 09 02 2006  ◄─────────    ( Today's date by default )

                ---- SERVICE INFORMATION VALUES ----
SALARY + ALLOW:                 MEDICAL:              RATE:
SWW:  .00   AWW:   .00          SERVICE TYPE:

SERVICE FROM DATE:              SERVICE TO DATE:              [ Tombstone
                                                               information ]
                ---- OPTIONAL VALUES ----
REPAYMENT PERIOD:               MONTHLY AMOUNT:
INITIAL RRSP PAYMENT:           INITIAL CASH PAYMENT:
```

Before proceeding with the estimate, we can verify the service data for this account by **pressing the F6 key** which takes us directly into the Contributor Inquiry application (same account). Verify the service in the GEN screen (elective service is in bold characters)

```
SNGEN77D-003(060)  PUBLIC WORKS AND GOV. SERVICES CANADA   1     1     06/01/31
CONTRIBUTOR                          SERVICE                          INQUIRY
>              <
060-653-140    IVEY                  DA              91 REH 2710    002000008

            FROM-DATE     TO-DATE                    PT OPT       V
     CODE   DD MM YY I    DD MM YY I     TOS-DATE    IND    SI    C
     ---    -- -- -- -    -- -- -- -     -- -- -- -   -     --    -
     101    11 11 95 1    99 99 99 9     11 05 95 1          CS
     940    11 05 95 1    10 11 95 2     11 05 95 1
     900    07 12 93 1    13 04 95 2     02 06 93 1
     940    07 06 93 1    06 12 93 2     02 06 93 1
     990    02 06 93 1    06 06 93 2     02 06 93 1
     900    04 03 91 1    31 03 93 2     04 09 90 1
     940    04 09 90 1    03 03 91 2     04 09 90 1
     990    22 08 90 1    23 08 90 2     22 08 90 1
     900    17 01 90 1    13 04 90 2     17 07 89 1
     940    17 07 89 1    16 01 90 2     17 07 89 1


        UPDATE VERSION :   02 01 02                UNIT:    CLERK:
```

and the LEAVE WITHOUT PAY screen (LWP) ... note incorrect COMP TIME info ...

```
SNLWP75D-003(060)  PUBLIC WORKS AND GOV. SERVICES CANADA   1     1     06/01/31
CONTRIBUTOR                     LEAVE WITHOUT PAY                     INQUIRY
>              <
060-653-140    IVEY                  DA              91 REH 2710    002000008

        PAY    EDA   FROM-DATE    TO-DATE      COMP    TOS-DATE     LWOP  V
PO DPT  LIST   CODE  DD MM YY I   DD MM YY I  IND TIME DD MM YY I   RSN SI C
-- ---  ----   ---   -- -- -- -   -- -- -- -   - ---.-- -- -- -- -  -- -- -
08 EIC  0210   000   17 08 92 1   29 11 92 2   D  3.00 04 09 90 1   K
```

Should be 75 compensation days !!!

```
UPDATE VERSION : 02 01 02                        UNIT:    CLERK:
```

The COMP TIME shown should be 75 days. This miscalculation of "comp time" for the Leave Without Pay (LWOP) records, within the Contributor System, will prevent the EOC from extracting the service. Therefore, it is <u>important</u> to verify and correct any miscalculated LWOP "comp time", through the Pension Support System (PSS), <u>before</u> proceeding with an estimate of cost. **Press the F6 key** to return to the EOC[10].

Once the above action has been done, an estimate can be created by using the SERVICE FROM and SERVICE TO date fields in the CIN screen.

---

[10] In order to avoid electing for service for which there is already an ongoing election, it is also a good idea to verify whether or not there are any pre-existing elections. Unfortunately, due to system limitations, the ELS screen (election data) will not be accessible if the Contributor Inquiry has been accessed via the F6 quick access key. One way around this would be to do a screen print of ELS (and sub-screens) prior to starting your EOC session.

The salary plus allowances, medical code and the service from-to dates are entered.

When using the SERVICE FROM DATE and SERVICE TO DATE fields, the following fields **must be left blank:** RATE, SWW, AWW and SERVICE TYPE[11]. This data will be extracted from the Contributor System.

```
SECIN01D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA        06/01/31
ESTIMATE OF COST              CENTRAL INFORMATION               UPDATE
>            <

PRI:  060653140   SURNAME: IVEY                    INIT: DA  SUPN:  2000008
PO/PL: 91 / 2710 CONTRIB EFF DATE: 11 11 1995  SEX: F  BIRTH DATE: 10 07 1961


COMPUTATION DATE: 31 01 2006


                ---- SERVICE INFORMATION VALUES ----
SALARY + ALLOW: 42788               MEDICAL: 3          RATE:
SWW:   .00     AWW:   .00           SERVICE TYPE:

SERVICE FROM DATE: 07 06 1993 1     SERVICE TO DATE: 10 11 1995 2


                    ---- OPTIONAL VALUES ----
REPAYMENT PERIOD:                   MONTHLY AMOUNT:
INITIAL RRSP PAYMENT:               INITIAL CASH PAYMENT:
```
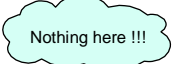
Pressing <ENTER> will access the SEI screen (shown below). Service type, periods and rate data were extracted, but not SWW or AWW. This may happen from time to time when the hours for given service have not been captured properly. In this case, the hours must be entered manually using the (A)mend code under the column UPT CD for each service line on the SEI screen.[12]


```
SESEI01D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA   001 001   06/01/31
ESTIMATE OF COST              SERVICE INFORMATION                UPDATE
>            <                          COMPUTATION DATE: 31 01 2006
IVEY                    DA   PRI: 060653140 SUPN:   2000008 PO/PL: 91 / 2710


UPT SERVICE                                    ELECTION
CD   TYPE  RT  SERVICE FROM     SERVICE TO     SWW    AWW  SALA+ALLOW MEDI
---  ----  --  -- -- ---- -   -- -- ---- -    ----- ----- ---------- -
     PS    S   07 06 1993 1    06 12 1993 2                 42788.00  3
     SP    S   07 12 1993 1    14 12 1994 2                 42788.00  3
     SP    S   15 12 1994 1    13 04 1995 2                 42788.00  3
     PS    S   11 05 1995 1    10 11 1995 2                 42788.00  3
```

Nothing here !!!

---

[11] An exception to this input restriction is that the service type can only be entered as PS, SP or LW.
[12] Note that the second and third service lines have been split between the 14th and 15th of Dec. 1994 (beginning of RCA taxation rules); this and other important date splits will automatically be created when service is extracted from the Contributor System. Otherwise, the splits will have to be manually inserted in the SEI screen when service periods overlap these dates.

In order to obtain the SWW or AWW data, the salary history and/or hard-copy records (e.g.: pay cards, letters of offer, etc.) may have to be consulted. The F6 key is used to access the salary data on Contributor Inquiry. In this example the AWW varies. However, this is not a problem, since service periods can be amended inside SEI to allow for such variation of hours.

```
SNSAL75D-001(060) PUBLIC WORKS AND GOV. SERVICES CANADA    4   9 06/01/31 16:31
CONTRIBUTOR                          SALARY                            INQUIRY
>                    <
060-653-140   IVEY                       DA              91 REH 2710   002000008

ENT FROM-DATE      TO-DATE      R      RATE           D  SCHED ASSG  NON PNS      V
COD DD MM YY I   DD MM YY I B    AMOUNT     PO  DPT  R  HOURS  WW   SWW TYP SI  C
--- -- -- -- -   -- -- -- - - -------.---  --  ---  -  --.-- --.-- -  --   --  -
267 01 04 96 1   25 08 96 2 9   2905.000   91  REH  0  37.50 37.50  2  01   44  V
001 01 04 96 1   25 08 96 2 9  26245.000   91  REH  0  37.50 37.50  2  01   44
267 11 11 95 1   31 03 96 2 9   2390.000   91  REH  0  37.50 37.50  2  01   44  V
144 11 11 95 1   31 01 99 2 9    994.000   91  REH  0  37.50 37.50  2  01   44  V
002 11 11 95 1   31 03 96 2 9  30256.000   91  REH  0  37.50 37.50  2  01   44
002 02 10 95 1   10 11 95 2 9  30256.000   91  REH  0  37.50 37.50  2  53   44
144 17 07 95 1   10 11 95 2 9    994.000   91  REH  0  37.50 37.50  2  53   44
001 17 07 95 1   01 10 95 2 9  26245.000   91  REH  0  37.50 37.50  2  53   44
144 11 05 95 1   16 07 95 2 9    994.000   91  REH  0  37.50 12.00  1  53   44
001 11 05 95 1   16 07 95 2 9  30256.000   91  REH  0  37.50 12.00  1  53   44
267 01 04 95 1   13 04 95 2 9   2390.000   91  REH  0  37.50 37.50  2  01   44  V
267 15 11 94 1   31 03 95 2 9   2382.000   91  REH  0  37.50 37.50  2  01   44  V
UPDATE VERSION: 02 01 02                              UNIT:   CLERK:
```

Pressing F6 returns to the EOC.

The example below reflects the required changes in bold:

```
SESEI01D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA   001 001    06/01/31
ESTIMATE OF COST              SERVICE INFORMATION                       UPDATE
>              <                            COMPUTATION DATE: 31 01 2006
IVEY                        DA  PRI: 060653140 SUPN:  2000008 PO/PL: 91 / 2710

UPT SERVICE                                              ELECTION
CD   TYPE  RT   SERVICE FROM      SERVICE TO      SWW   AWW  SALA+ALLOW MEDI
---  ----  --   -- -- ---- -      -- -- ---- -    ----- ----- ---------- -
A    PS    S    07 06 1993 1      06 12 1993 2    37.50 37.50  42788.00  3
A    SP    S    07 12 1993 1      14 12 1994 2    37.50 37.50  42788.00  3
A    SP    S    15 12 1994 1      13 04 1995 2    37.50 37.50  42788.00  3
A    PS    S    11 05 1995 1      16 07 1995 2    37.50 12.00  42788.00  3
     PS    S    17 07 1995 1      10 11 1995 2    37.50 37.50
```

Back in EOC via F6 !

Note that to insert a new service line, you should leave the "UPT CD" code blank.

Part-time

Pressing <ENTER> displays the SEI screen.

Note the automatic insertion of salary and medical reason (data extracted from the CIN screen). The message at the bottom indicates that the application is ready to display the TOC screen.

```
SESEI01D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA   001 001   06/01/31
ESTIMATE OF COST                SERVICE INFORMATION                    UPDATE
>            <                                     COMPUTATION DATE: 31 01 2006
IVEY                     DA   PRI: 060653140 SUPN:   2000008 PO/PL: 91 / 2710

UPT SERVICE                                                    ELECTION
CD    TYPE  RT   SERVICE FROM      SERVICE TO      SWW    AWW   SALA+ALLOW MEDI
---   ----  --   -- -- ---- -      -- -- ---- -    ----- ----- ---------- -
 A    PS    S    07 06 1993 1      06 12 1993 2    37.50 37.50   42788.00  3
 A    SP    S    07 12 1993 1      14 12 1994 2    37.50 37.50   42788.00  3
 A    SP    S    15 12 1994 1      13 04 1995 2    37.50 37.50   42788.00  3
 A    PS    S    11 05 1995 1      16 07 1995 2    37.50 12.00   42788.00  3
      PS    S    17 07 1995 1      10 11 1995 2    37.50 37.50   42788.00  3




 SE115    PRESS 'ENTER' FOR UPDATE & NEXT FUNCTION, PF7/PF8 FOR NEXT/PRIOR PAGE
```

Pressing <ENTER> displays the TOC screen.

The TOC screen is displayed with a breakdown and grand total for both cost and monthly payments.

```
SETOC01D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA           06/01/31
ESTIMATE OF COST                TOTAL COSTS                          UPDATE
>            <     PREPARED BY: ABCSHTN          COMPUTATION DATE: 31 01 2006
IVEY                     DA   PRI: 060653140 SUPN:   2000008 PO/PL: 91 / 2710
CONTRIB EFF DATE: 11 11 1995      SEX: F               BIRTH DATE: 10 07 1961


INITIAL PAYMENT:      0.00
TOTAL SERVICE: 02 YEARS 130.0 DAYS
WHILE SINGLE COST:           0.00     WHILE DOUBLE COST:          0.00
WHILE NOT SINGLE COST:       0.00     WHILE NOT DOUBLE COST:      0.00
POST89 SINGLE COST:       7832.63     POST89 DOUBLE COST:         0.00
RCA SINGLE COST:             0.00     RCA DOUBLE COST:            0.00
              ----- TOTAL COST:    7832.63   -----


MONTHLY PAYMENT PERIOD: FROM DATE 01 / 2006    TO DATE: 12 / 2026
MNTH WHILE SINGLE RATE:          0.00   MNTH WHILE DOUBLE RATE:         0.00
MNTH WHILE NOT SINGLE RATE:      0.00   MNTH WHILE NOT DOUBLE RATE:     0.00
MNTH POST89 SINGLE RATE:        48.85   MNTH POST89 DOUBLE RATE:        0.00
MNT RCA SINGLE RATE:             0.00   MNTH RCA DOUBLE RATE:           0.00
         ----- TOTAL MONTHLY RATE:     48.85 ------
          -----                        -----   SUBJECT TO VERIFICATION
```

Pressing <ENTER> displays the ESD screen.

The ESD screen is displayed with cost and monthly payment by service period.

```
SEESD01D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA    1   1    06/01/31
ESTIMATE OF COST                  ESTIMATE DETAILS                       UPDATE
>              <     PREPARED BY: ABCSHTN      COMPUTATION DATE: 31 01 2006
IVEY                       DA   PRI: 060653140  SUPN:   2000008 PO/PL: 91 / 2710

---- SERVICE ----                                          MONTHLY
TYPE RATE YRS-DAYS     FROM DATE      TO DATE         COST     RATE    MEDICAL
 --   --  --  -----  -- -- ---- -  -- -- ---- -   ----------  --------  --------
 PS   S        183.0  07 06 1993 1  06 12 1993 2     1827.75    11.77   YES&PASS
 SP   S    1     8.0  07 12 1993 1  14 12 1994 2     3602.12    23.19   YES&PASS
 SP   S        120.0  15 12 1994 1  13 04 1995 2     1138.09     7.33   YES&PASS
 PS   S         67.0  11 05 1995 1  16 07 1995 2      187.32     1.21   YES&PASS
 PS   S        117.0  17 07 1995 1  10 11 1995 2     1077.35     6.94   YES&PASS
```

Note that, in this screen, the MONTHLY RATE amounts will not take RRSP or initial cash payments into account if any such has been entered in the CIN screen !!!

CREATING AN ESTIMATE (cont'd)

Option 2: Use any data fields except the SERVICE FROM DATE and SERVICE TO DATE fields (on the CIN screen).

Pressing F9 returns to the SEL screen allowing selection of another account.

```
SESEL03D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA        06/02/09
ESTIMATE OF COST               ACCOUNT SELECTION                   UPDATE
>              <



                      SUPERANNUATION NUMBER:  2000006
                                   OR
                  PERSONAL RECORD IDENTIFIER:



****   INPUT EITHER THE PENSION NUMBER OR PERSONAL RECORD IDENTIFIER   ****
****   FOR THE EMPLOYEE YOU WISH TO PROVIDE WITH AN ESTIMATE OF COST   ****
****   FOR PRIOR ELECTIVE SERVICE                                      ****
```

This example already has a previous estimate, which could be selected with "I" (Inquiry), "U" (Update) or "D" (Delete). In this example a new estimate is created.

A "Y" is entered in the DO YOU WANT TO CREATE AN ESTIMATE (Y/N) field.

```
SEESL01D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA    1   1   06/02/09
ESTIMATE OF COST                 ESTIMATE LIST                        UPDATE
>              <


SCHARF                    RW  PRI: 067137628 SUPN:   2000006 PO/PL: 91 / 0047

DO YOU WANT TO CREATE A NEW ESTIMATE (Y/N): Y ◄─────────────
OR SELECT: "I" INQUIRY, "U" UPDATE, "D" DELETE


        COMPUTATION  SRVC     SERVICE        SERVICE                  LAST
SELECT     DATE      TYPE   FROM DATE        TO DATE      ORIGIN     UPDATE
  ---    -- -- ----   --    -- -- ---- -   -- -- ---- -   -------   -- -- ----
        30 01 2006    SP    01 01 1971 1  31 12 1973 2  COMPENS   30 01 2006
```

Previous estimate

Pressing <ENTER> displays the CIN screen.

```
 SECIN01D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA          06/01/30
ESTIMATE OF COST                CENTRAL INFORMATION                   UPDATE
>              <

PRI:  067137628   SURNAME: SCHARF                  INIT: RW  SUPN:   2000006
PO/PL: 91 / 0047 CONTRIB EFF DATE: 05 05 1974  SEX: M  BIRTH DATE: 26 12 1950


COMPUTATION DATE: 30 01 2006


              ---- SERVICE INFORMATION VALUES ----
SALARY + ALLOW:                  MEDICAL:            RATE:
SWW:  .00     AWW:   .00         SERVICE TYPE:


SERVICE FROM DATE:               SERVICE TO DATE:


              ---- OPTIONAL VALUES ----
REPAYMENT PERIOD:                MONTHLY AMOUNT:
INITIAL RRSP PAYMENT:            INITIAL CASH PAYMENT:
```

In this example service information is entered pertaining to outside pensionable employment (PE). Since this type of service is not recorded in the Contributor System it cannot be extracted. Therefore, the SERVICE FROM DATE and SERVICE TO DATE fields are to be left blank.

The service information is entered in all fields except the date fields.

```
 SECIN01D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA           06/01/30
ESTIMATE OF COST              CENTRAL INFORMATION                    UPDATE
>              <


PRI:  067137628   SURNAME: SCHARF                    INIT: RW  SUPN:   2000006
PO/PL: 91 / 0047 CONTRIB EFF DATE: 05 05 1974  SEX: M  BIRTH DATE: 26 12 1950


COMPUTATION DATE: 30 01 2006


                   ---- SERVICE INFORMATION VALUES ----
SALARY + ALLOW: 42788               MEDICAL: 3           RATE: D
SWW: 37.50      AWW: 37.50          SERVICE TYPE: PE

SERVICE FROM DATE:                  SERVICE TO DATE:

                   ---- OPTIONAL VALUES ----
REPAYMENT PERIOD:                    MONTHLY AMOUNT:
INITIAL RRSP PAYMENT:                INITIAL CASH PAYMENT:   Leave blank
```

Pressing <ENTER> displays the SEI screen.

If the F11 were to be used, the CIN screen would no longer show SERVICE FROM
DATE or SERVICE TO DATE fields.

The SEI screen doesn't initially display any data. Dates must be entered manually in the
SERVICE FROM and SERVICE TO fields.

```
  SESEI01D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA   1   0     06/01/31
ESTIMATE OF COST              SERVICE INFORMATION                    UPDATE
>              <                             COMPUTATION DATE: 31 01 2006
SCHARF                    RW   PRI: 067137628 SUPN:   2000006 PO/PL: 91 / 0047

UPT SERVICE                                        ELECTION
CD   TYPE  RT  SERVICE FROM    SERVICE TO     SWW   AWW  SALA+ALLOW MEDI
---  ----  --  -- -- ---- -    -- -- ---- -    ----- ----- ---------- -
```

Service dates are entered (shown below).

```
SESEI01D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA   1   0      06/01/31
ESTIMATE OF COST                  SERVICE INFORMATION                    UPDATE
>            <                                    COMPUTATION DATE: 31 01 2006
SCHARF                      RW   PRI: 067137628 SUPN:   2000006 PO/PL: 91 / 0047

UPT SERVICE                                                    ELECTION
CD   TYPE  RT   SERVICE FROM      SERVICE TO      SWW   AWW   SALA+ALLOW MEDI
---  ----  --   -- -- ---- -      -- -- ---- -    ----- ----- ---------- -
               01 04 1972 1     31 03 1974 2
```

The information entered in the previous (CIN) screen (i.e.: service type, rate, SWW, AWW, salary and medical code) is used to automatically fill the remaining fields. The EOC application uses these previously filled fields (in the CIN screen) as a template for all service periods entered in the SEI screen.

```
SESEI01D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA   001 001    06/01/31
ESTIMATE OF COST                  SERVICE INFORMATION                    UPDATE
>            <                                    COMPUTATION DATE: 31 01 2006
SCHARF                      RW   PRI: 067137628 SUPN:   2000006 PO/PL: 91 / 0047

UPT SERVICE                                                    ELECTION
CD   TYPE  RT   SERVICE FROM      SERVICE TO      SWW   AWW   SALA+ALLOW MEDI
---  ----  --   -- -- ---- -      -- -- ---- -    ----- ----- ---------- -
      PE   D   01 04 1972 1     31 03 1974 2    37.50 37.50   42788.00  3




SE115    PRESS 'ENTER' FOR UPDATE&NEXT FUNCTION, PF7/PF8 FOR NEXT/PRIOR PAGE
```

After the service period has been entered and the <ENTER> key is pressed, the user can (A)mend any of the data in any of the fields on the SEI screen[13]. However, the user must ensure that the proper update code (A) is used each time a change is made. Note the message at the bottom of the screen inviting the user to press <ENTER> to update the estimate calculation.

---

[13] Note that new service lines can be entered by entering service dates on the next available empty line and pressing <ENTER>. No need to use the 'A' (amend) code for this. Service lines can also be deleted by using the 'D' update code.

Pressing <ENTER> displays the TOC screen.

```
SETOC01D-001(060)  PUBLIC WORKS AND GOV. SERVICES CANADA           06/01/31
ESTIMATE OF COST                    TOTAL COSTS                        UPDATE
>            <     PREPARED BY: ABCSHTN      COMPUTATION DATE: 31 01 2006
SCHARF               RW    PRI: 067137628 SUPN:   2000006 PO/PL: 91 / 0047
CONTRIB EFF DATE: 05 05 1974      SEX: M              BIRTH DATE: 26 12 1950


INITIAL PAYMENT:       0.00
TOTAL SERVICE: 02 YEARS   0.0 DAYS
WHILE SINGLE COST:              0.00     WHILE DOUBLE COST:          0.00
WHILE NOT SINGLE COST:         0.00     WHILE NOT DOUBLE COST:  26831.42
POST89 SINGLE COST:            0.00     POST89 DOUBLE COST:         0.00
RCA SINGLE COST:               0.00     RCA DOUBLE COST:            0.00
               ----- TOTAL COST:   26831.42   -----

MONTHLY PAYMENT PERIOD: FROM DATE 01 / 2006    TO DATE: 12 / 2025
MNTH WHILE SINGLE RATE:        0.00   MNTH WHILE DOUBLE RATE:        0.00
MNTH WHILE NOT SINGLE RATE:    0.00   MNTH WHILE NOT DOUBLE RATE:  195.36
MNTH POST89 SINGLE RATE:       0.00   MNTH POST89 DOUBLE RATE:      0.00
MNT RCA SINGLE RATE:           0.00   MNTH RCA DOUBLE RATE:         0.00
         ----- TOTAL MONTHLY RATE:    195.36 ------
         -----                        -----   SUBJECT TO VERIFICATION
```

The TOC screen shows the results of the estimate based on the information provided in the previous screens. The top part of the screen shows the contributor's usual "tombstone" data, as in the previous screens.

The middle part shows costs[14] broken down into different categories of service periods (while [a contributor], while not [a contributor], etc.) and rates (Single and/or Double). Note the TOTAL COST field represents the total of all other cost fields.

The bottom portion of the screen shows the monthly payment period and monthly rates (including interest and other charges) in the applicable service categories. Note the TOTAL MONTHLY RATE field which represents the total of all other monthly rate fields. The <PrtScn> (print screen) key is pressed on the keyboard and then <ENTER> to make copies for record purposes and the contributor requesting the estimate.

---

[14] Although the total cost includes the normal pension fund interest (i.e.: 4% applicable from SERVICE FROM date to the Computation Date), amortization and life insurance charges (applicable from Computation Date to the last payment month) are not included in the TOTAL COST. These latter charges are, however, included in the TOTAL MONTHLY RATE.

Pressing <ENTER> will access the ESD screen

This screen shows the cost and monthly rate breakdown for each period of service in the current estimate. In this example, only one line of breakdown appears since only one period of service was entered for this estimate.

Note: Any initial RRSP and/or cash payments **are not** deducted from the amounts showing in this screen.

```
SEESD01D-001(060)   PUBLIC WORKS AND GOV. SERVICES CANADA    1   1    06/01/31
ESTIMATE OF COST                    ESTIMATE DETAILS                    INQUIRY
>            <       PREPARED BY: ABCSHTN        COMPUTATION DATE: 31 01 2006
SCHARF                    RW   PRI: 067137628  SUPN:   2000006 PO/PL: 91 / 0047

---- SERVICE ----                                          MONTHLY
TYPE RATE YRS-DAYS    FROM DATE      TO DATE        COST      RATE     MEDICAL
 --   --  --  -----  -- -- ---- -  -- -- ---- -  ----------  --------  --------
 PE    D   2          01 04 1972 1  31 03 1974 2   26831.42    195.36  YES&PASS
```

This is the end of the estimate calculation for this example. To go back up one step in the screen hierarchy, the F11 key is pressed. To return to the ESL screen, the F10 key is pressed. To access a different account on the SEL screen, the F9 key is pressed.

Other options available at this point are:

1. Return to the CIN screen and change the default data (all fields ... remember that the date fields will no longer be showing). This would be in view of adding more service lines in SEI with different default data.
2. Return to CIN screen and enter a different repayment period and/or an initial RRSP/Cash payment, so as to recalculate the estimate.
3. Return to the SEI screen and enter new service lines and/or amend existing ones to recalculate the estimate.

NAVIGATION KEYS AND COMMANDS

F1	Display next error message
F2	Display help text on the currently displayed error message
F3	Display help text on the currently displayed screen
F4	Display help text on the current field (i.e.: which has cursor focus)
F6	Toggle between the ESTEL system and the Contributor System[15]
F7 / F8	Page Forward / Backward
F9	Return to the Account Selection (SEL) screen
F10	Return to the Estimate List (ESL) screen[16]
F11	Move up one screen in the screen hierarchy
<Alt-Insert>	Clears the screen of all error messages along with any data not yet processed (e.g.: before pressing <ENTER>)
<Alt-Home>	Change language to French
TRAN	Transfer to User Class Menu screen ... to select another application
FINI	Terminate session
<ENTER>	Pressing the <ENTER> key. Invokes the next dialog or screen if the current screen is error free

---

[15] When accessing the Contributor Inquiry via F6, ELS and its sub-screens (ELC, PSM, PSL) will not be available for viewing. Election data in these screens, normally accessed directly from the employee's account in the Contributory Inquiry, become inaccessible since they (the data) have already been reserved and "locked" by the EOC application. In order to view ELS data, the user must (instead of using F6) switch to the Contributor Inquiry via the User Class menu (TRAN). Before using TRAN or F6 : The user must press the <ENTER> key in order to save any data that has just been entered.

[16] **Caution:** Hitting the F10 key while in the Contributor Inquiry (F6) will cause the session to abend ("kicked-out" of the system).

FIELD DESCRIPTIONS

Estimate list (ESL)

SURNAME
Protected field.
Attribute: Alphabetic, length 25 letters, left justified.
The Surname is retrieved from the Contributor System.
Used in the identification of the employee requesting the estimate.

INIT
Protected field.
Attribute: Alphabetic, length 3 letters, left justified
The Initial is retrieved from the Contributor System.
Used in the identification of the employee requesting the estimate.

PRI
Protected field.
Attribute: Numeric, length 9 digits
The Personal Record Identifier is retrieved from the Contributor System.
Used in identifying the employee requesting the estimate.

SUPN
Protected field.
Attribute: Numeric, length 9 digits.
The Superannuation number is retrieved from the Contributor System.
Used in the identification of the employee requesting the estimate.

PO
Protected field.
Attribute: Numeric, length 2 digits.
The Pay Office is retrieved from the Contributor database.
Pay Office is used in the identification of the employee's location.

PL
Protected field.
Attribute: Numeric, length 4 digits.
The Paylist is retrieved from the Contributor database.
Paylist is used in the identification of the employee's location.

Do You Want To Create A New Estimate (Y/N)
Optional field used by CAs and SPTCSS to create a new estimate. This field is prefilled with the value "N"
Attribute: Alphabetic, length 1 letter.
Valid values:
- "Y" for "Yes" create a new estimate
- "O" for "Oui" create a new estimate ("Oui" is equal to Yes)
- "N" and blank for "do not create" an estimate (By default, the screen will show "N". Blank is equal to "N").

Possible error message(s) :
 If the user enters an invalid value, the system will display the following message:
SE213 "MUST ENTER "Y" OR "O" OR "N".

SELECT
Optional field used by CAs and SPTCSS.
Attribute: Alphabetic, length 1 digit.
Valid values:
- "I"   to perform an inquiry on the estimate. No updates are possible.
- "U"   to update the estimate. CAs can only update estimates prepared by Compensation. SPTCSS can update all estimates.
- "D"   to delete the estimate. The whole estimate will be erased from the database. CAs can only delete estimates prepared by Compensation. SPTCSS can delete all estimates.

COMPUTATION DATE
Protected field.
Attribute: format is DD MM CCYY.
This field represents the date on which the cost and monthly payment calculation are based.

SRVC TYPE
Protected field.
Attribute: Alphabetic, length 2 digits.
This field shows the service type of the first service information lines occurrence displayed on the SEI screen.

SERVICE FROM DATE
Protected field.
Attribute: format is DD MM CCYY AM/PM.
This field shows the "from" date of the first service information line occurrence displayed on the SEI screen.

SERVICE TO DATE
Protected field.
Attribute: Format is DD MM CCYY AM/PM.
This field shows the "to" date for the first service information line occurrence displayed on the SEI screen.

ORIGIN
Protected field.
Attribute: Alphabetic, length 7 letters.
This field shows the last group that has created/updated the estimate.

LAST UPDATE
Protected field.
Attribute: Format is DD MM CCYY.
This field shows the creation date of the estimate or its last update.

Central Information (CIN)

See under the ESL field group above for field descriptions not shown hereafter (e.g.: Surname, Init, PRI, SUPN, PO, etc.).

CONTRIB EFF DATE
Protected field.
Attribute: Format is DD MM CCYY.
The Contributor effective date is retrieved from the Contributor System. Used to identify the most recent date the employee became a contributor to the PSSA.

SEX
Protected field.
Attribute: Alphabetic, length 1 letter.
The Sex value is retrieved from the Contributor System ("M" for male and "F" for female). Used by the system to determine which rate and table to use in the cost and amortization process.

BIRTH DATE
Protected field.
Attribute: Format is DD MM CCYY.
The birth date is retrieved from the Contributor System. Used to determine the age in the amortization process and for the calculation of the maximum repayment period.

COMPUTATION DATE
Mandatory field used by CAs and SPTCSS.
Attribute: format is DD MM CCYY.
When a new estimate is created, this field will display the current date. For an existing estimate, this field will display the computation date stored in the system.

The user will be able to overwrite the computation date at any time for cost recalculation purposes.

Possible error message(s):

The computation date cannot be before the contributor effective date:
SE214 "COMPUTATION DATE MUST BE > = THAN CONTRIBUTOR EFFECTIVE DATE"

The computation date must be a valid date:
SE065 "INVALID COMPUTATION DATE"

If the computation date field is blank, display the following message:
SE066 "COMPUTATION DATE MANDATORY"

SERVICE TYPE

Optional field used by CAs and SPTCSS.
Attribute: Alphabetic, length 2 letters.
The valid service types are:

Service Types

Air Traffic Controller (while a contributor)	CA
Air Traffic Controller (while not)	AC
Canadian Forces (while a contributor)	FC
Canadian Forces (while not)	CF
Civilian War Service	CW
War Service	WS
Correctional Services (while a contributor)	SC
Correctional Services (while not)	CS
Pensionable Employment (while a contributor)	EP
Pensionable Employment (while not)	PE
Public Service (while a contributor)	SP
Public Service (while not)	PS
Royal Canadian Mounted Police (while a contributor)	PM
Royal Canadian Mounted Police (while Not)	MP
Leave Without Pay (while a contributor)	WL
Leave without Pay (While not)	LW

The following service types will not be used for estimates

Balance of Reciprocal/Pension Transfer (while a contributor)	RB
Balance of Reciprocal/Pension Transfer (while not)	BR
House of Commons/Member of Parliament	HC
Reciprocal/Pension Transfer (while a contributor)	TR
Reciprocal/Pension Transfer (while not)	RT
Retirement Fund Transfer	RF
Crown Corporation	CC
Converted Election- more than one type of service	CB
Consolidated Revenue Fund	CR
Harbours Board "only used for service before 1954" This type is not used anymore since all HB are completed	HB
Converted Election- one service type only	XX
Diplomatic Service (used only once every 2 or 3 years)	DP rate can be anything

Only Service types PS, SP and LW can be used in conjunction with the "from" and "to" service dates to extract specific periods of service from the Contributor System.

1. If the user enters the "from" and "to" dates and the service type only, the elective services with the specified service type and within the two dates will be extracted.
2. If the user enters only the "from" and "to" dates and leaves the service type blank, the system will extract all elective service between the two dates.

Possible error message(s):

Display an error message if a service type other than PS, SP and LW is input in conjunction with the service "from" and "to" dates:
SE215 "CANNOT EXTRACT THE SELECTED SERVICE TYPE FROM CONTRIBUTOR SYSTEM"

If an invalid service type is entered, an error message will be displayed:
SE045 "INVALID SERVICE TYPE"

For service types LW or WL, the computation date must be on or after 09/09/1993. If the computation date is before 09/09/1993, display the following message:
SE204 "CANNOT USE SERVICE TYPE LW, WL IF ELECTION DATE IS BEFORE 09/09/1993"

If service type SC or CS is entered and the department code is not PEN, the following error message will be displayed:
SE233 "SERVICE TYPE SC, CS CAN ONLY BE USED WITH DEPARTMENT 'PEN'"

SALARY + ALLOW
Optional field used by CAs and SPTCSS.
Attribute: Numeric, length 7 digits and 2 decimals.
This field represents the sum of the annual allowance and annual salary. The amount is used for the calculation of an EOC for prior elective service. When this field is used, the Salary data will automatically populate all service lines in the SEI screen.

MEDICAL
Optional field used by CAs and SPTCSS.
Attribute: Numeric, length 1 digit.
When this field is used, the medical data will automatically populate all service lines in the SEI screen.
The valid values are:
- 1 or blank = NOT REQUIRED
- 2 = REQUIRED
- 3 = REQUIRED AND MUST BE PASSED

Note: if the medical field is left blank, the system will assume that the medical examination is not required (code '1'). All medical fields on the SEI screen will reflect this "NOT REQUIRED" situation and the medical indicator will be equal to 1 on each period of service created. The user has always the choice to overwrite the medical fields and amend (A) the related service line on the SEI screen.

Possible error message(s):

If the value entered is not equal to blank or 1, 2 or 3, the following message will be displayed:
SE069 "MEDICAL CODE INVALID"

RATE
Optional field used by CAs and SPTCSS.
Attribute: Alphabetic, length 1 letter.
This field identifies the rate at which contributions have to be calculated:
Either single or double depending on the type of service being purchased.
When this field is used, the rate data will automatically populate all service lines (SEI).
This field cannot be used in conjunction with the "from" and "to" date. If these dates are entered, the rate will be extracted from the Contributor System. Valid values are "S" for single and "D" for double.

The system will convert the alphabetic rate to a numeric value as follows:

Service Types			Rate	
			Single	Double
All service types sex = "F" and service prior 01/01/1966			5.00	10.00
Air Traffic Controller (while a contributor)	**note 3**	CA	2.00	4.00
Air Traffic Controller (while not)	**note 3**	AC	2.00	4.00
Canadian Forces (while a contributor)		FC	6.50	13.00
Canadian Forces (while not)		CF	6.50	13.00
Civilian War Service	**note 4**	CW		13.00
War Service	**note 4**	WS		13.00
Correctional Services (while a contributor)	**note 2**	SC	1.25	2.50
Correctional Services (while not)	**note 2**	CS	1.25	2.50
Pensionable Employment (while a contributor)		EP		13.00
Pensionable Employment (while not)		PE		13.00
Public Service (while a contributor)		SP	6.50	13.00
Public Service (while not)		PS	6.50	13.00
Royal Canadian Mounted Police (while a contributor)		PM	6.50	13.00
Royal Canadian Mounted Police (while Not)		MP	6.50	13.00
Leave Without Pay (while a contributor)		WL	6.50	13.00
Leave without Pay (While not)		LW	6.50	13.00

Note 1:
Since the rate used by service type DP can have any value, we can't include this service type in our new rate/service type table. To do an estimate on service type DP, the pension entitlement specialist will have to create an election with service type "DP", then print the result and manually fill an ESTIMATE Notice (PWGSC-TPSGC 2057).

Note 2:
For service types CS and SC, the rate must be equal to 6.50 and 13.00 for service prior to 18/03/1994 (see error message SE050).
For service types CS and SC, the rate must be equal to 1.25 and 2.50 for service on or after 18/03/1994 (see error message SE137).

Note 3:
For service types AC and CA, all service prior to 30/06/1981, the single rate is 6.50 and double rate is 13.00 (Even if service types CA and AC are no longer used since NAVCAN has been privatized, we will include this service type in the estimate).

Note 4:
For service types CW and WS, the rate can be different than 13.00, in which case, the estimate would be done manually outside the system or through an election (see procedure in note 1). There are few accounts with service type WS or CW and rate equal to 10.00.

Possible error message(s):

If the service "from" and "to" dates are entered, the RATE field must be left blank. Otherwise, the following message will be displayed:
SE216 "RATE MUST BE BLANK WHEN "FROM" AND "TO" DATE ARE USED"

If the value entered is not S or D, the following message will be displayed:
SE047 "INVALID RATE"

If service type entered is equal to "PE", "EP", "WS" or "CW", the rate must be double. If the rate is not equal to "D", the following message will be displayed:
SE221 " RATE MUST BE DOUBLE FOR ENTERED SERVICE TYPE"

<u>SWW</u>
Optional field used by CAs and SPTCSS.
Attribute: Numeric, length 2 digits and 2 decimals.
When this field is used, the SWW data will populate automatically all SWW fields on the SEI screen. This field cannot be used in conjunction with the "from" and "to" dates (CIN).

Possible error message(s):

If the service "from" and "to" dates are entered and the SWW field is not blank, the following message will be displayed:
SE232 "SWW MUST BE BLANK WHEN "FROM" AND "TO" DATE ARE USED"
 See cross-edit in AWW field.

AWW
Optional field used by CAs and SPTCSS.
Attribute: Numeric, length 2 digits and 2 decimals.
When this field is used, the AWW data will populate automatically all AWW fields on the SEI screen. This field cannot be used in conjunction with the "FROM" and "TO" dates (CIN).

Possible error message(s):

If the service "from" and "to" dates are entered and the AWW field is not blank, the following message will be displayed:
SE231 "AWW MUST BE BLANK WHEN "FROM" AND "TO" DATE ARE USED"

When the AWW is less than 12.00, the following message will be displayed:
SE064 "AWW MUST BE > 11.99"

When AWW is greater than SWW, the following message will be displayed:
SE063 "AWW MUST BE < OR = SWW"

SERVICE FROM DATE
Optional field used by CAs and SPTCSS.
Attribute: Format is DD MM CCYY H.
This field is used in conjunction with the SERVICE TO DATE field to extract all eligible services from the Contributor System contained between these two dates. For tax break purpose, the service retrieved from the Contributor System must be split at the following dates:
- 31/12/1989 - 01/01/1990
- 31/12/1991 - 01/01/1992
- 14/12/1994 - 15/12/1994

Also, because of the introduction of the CPP/QPP in the cost calculation, the service is also split between 31/12/1965 - 01/01/1966[17].

Possible error message(s):

If the service "from" date is not a valid date, the following message will be displayed:
SE049 "INVALID SERVICE FROM DATE"

The AM/PM indicator on the SERVICE FROM DATE field must be equal to "1" or "2". If the value is not "1" or "2", the following message will be displayed:
SE052 "AM/PM INDICATOR INVALID"

If no elective service has been found between the "from" and "to" dates, the following message will be displayed on the next SEI screen:
SE217 " NO SERVICES FOUND IN CONTRIBUTOR SYSTEM"

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[17]These breaks will show in the SEI screen.

If the service "from" date has been entered but not the service "to" date, the following message will be displayed:
SE218 "BOTH SERVICE "FROM" AND "TO" DATES MUST BE BLANK OR ENTERED"

If the service "from" date entered on the CIN screen does not match a service "from" date in the Contributor System, the following message will be displayed:
SE219 ""SERVICE FROM DATE" NOT MATCHING "SERVICE FROM DATE" IN CONTRIBUTOR"

SERVICE TO DATE
Optional field used by CAs and SPTCSS.
Attribute: Format is DD MM CCYY H.
This field is used in conjunction with the SERVICE FROM DATE field to extract all eligible service from the Contributor System contained between these two dates.

Possible error message(s):

If the service "to" date is not a valid date, the following message will be displayed:
SE058 " INVALID SERVICE 'TO DATE"

If the service "to" date is lesser than the service "from" date, the following message will be displayed:
SE053 "TO DATE" MUST BE >= "FROM DATE"

The AM/PM indicator on the SERVICE TO DATE field must be equal to "1" or "2", if the value is not "1" or "2", the following message will be displayed:
SE052 "AM/PM INDICATOR INVALID"

If no elective service have been found between the "from" and "to" dates, the following message will be displayed on the next SEI screen:
SE217 "NO SERVICES FOUND IN CONTRIBUTOR SYSTEM"

If the service "from" date has been entered but not the service "to" date, the following message will be displayed:
SE218 "BOTH SERVICE "FROM" AND "TO" DATES MUST BE BLANK OR ENTERED"

If the service "to" date is greater than the computation date, the following message will be displayed:
SE059 "SERVICE 'TO DATE' MUST BE SMALLER THAN COMPUTATION DATE"

If the service "to" date value entered on the CIN screen does not match a service "to" date in the Contributor System, the following message will be displayed:
SE220 ""SERVICE TO DATE" NOT MATCHING "SERVICE TO DATE" IN CONTRIBUTOR"

Some of the LWOP transactions in the Contributor System (see LWP and/or LWQ), have a number of compensatory days (when not blank) that does not match with the number of compensatory days between the service "from" date and service "to" date. With the development of the EOC project, CAs will be forced to ensure the LWOP data is correct before providing an estimate. The system will not extract <u>any</u> service in this situation and the following message will be displayed on the CIN screen:
SE226 "COMPENSATORY DAYS DO NOT MATCH WITH THE FROM AND TO DATE"

REPAYMENT PERIOD
Optional field used by CAs and SPTCSS.
Attribute: Numeric, length 2 digits.
This field represent a number of years and is used in the calculation of the monthly payment process, if any repayment period other than the maximum is desired. If the value input as the repayment period exceeds the maximum allowable, the system will override what has been entered and will calculate at the maximum. This field must be left blank if data is entered in the MONTHLY AMOUNT field.

Possible error message(s):

If the REPAYMENT PERIOD and the MONTHLY AMOUNT fields have been completed, the following message will be displayed:
SE027 "MONTHLY PAYMENT MUST BE BLANK"

MONTHLY AMOUNT
Optional field used by CAs and SPTCSS.
Attribute: Numeric, length 7 digits and 2 decimals.
This field is used in the calculation of the monthly payment process to calculate the payment duration for the entered monthly amount. The system will automatically calculate the minimum payment authorized and override any amount that is less than the minimum required.

Possible error message(s):

If values have been entered in the REPAYMENT PERIOD and the MONTHLY AMOUNT fields, the following message will be displayed:
SE027 "MONTHLY PAYMENT MUST BE BLANK"

If the monthly payment entered is less than $1.00, the following message will be displayed:
SE014 "MONTHLY PAYMENT MUST BE = 0 OR GREATER OR EQUAL TO $1.00"

INITIAL RRSP PAYMENT
Optional field used by CAs and SPTCSS.
Attribute: Numeric, length 7 digits and 2 decimals.
This new field is used for the calculation of the monthly payment. The system reduces the total cost by this initial RRSP amount. When this value is changed, the system recalculates the monthly payments automatically.

Possible error message(s):
None

INITIAL CASH PAYMENT
Optional field used by CAs and SPTCSS.
Attribute: Numeric, length 7 digits and 2 decimals.
This new field is used for the calculation of the monthly payment. The system reduces the total cost by this initial cash amount. When this value is changed, the system recalculates the monthly payments automatically.

Possible error message(s):
None

Service Information (SEI)

The usual tombstone information fields are protected and their descriptions are the same as on the previous screens (CIN or ESL).

UPT CD
Mandatory field used by CAs and SPTCSS.
Attribute: Alphabetic, length 1 letter.
The valid values are:
- **"A" to amend service line**

The user must enter "A" each time a field is changed on an existing service line. Any service lines created from the "from" and "to" dates of the CIN screen must be amended if field information is missing or requires correction.
- **"D" to delete service line**

The service line will be erased from the system.
- **"blank" to add a new service line**

The user does not have to enter an update code value when a service line is created manually from a blank line.

The user can amend, delete or add up to 12 lines per page. If the update code value entered is not valid, the following message will be displayed:
SE044 "INVALID UPDATE CODE"

If the user tries to amend or delete an empty line, the following message will be displayed:
SE112 "CANNOT AMEND 'A' OR DELETE 'D' A NEW LINE"

SERVICE TYPE (same as on ESL screen)

RT (same as on ESL screen)

SERVICE FROM
Mandatory field used by CAs and SPTCSS.
Attribute: Format is DD MM CCYY H.
This field can be filled manually or extracted from the Contributor System if the "from" and "to" dates are entered on the CIN screen.

This field is used to calculate the number of calendar and compensation days in the period and the number of calendar and compensatory days which are applicable to CPP / QPP and Supplementary Retirement Benefits Act (SRBA).

In conjunction with the computation date, the system will determine the applicable interest amount for the service period and CPP/QPP and SRBA when applicable.

Possible error message(s):

If the SERVICE FROM field is not completed, the following message will be displayed:
SE051   "SERVICE FROM DATE MANDATORY"

For tax break purposes, the service must be split at the following dates:

31/12/1989 - 01/01/1990
Display edit SE055 "NEW SERVICE REQUIRED FROM 01/01/1990" if the service is not split.

31/12/1991 - 01/01/1992 (Applicable to Reinstatement of Transfer Value service only)
Display edit SE162 "NEW SERVICE REQUIRED FROM 01/01/1992" if the service is not split.

14/12/1994 - 15/12/1994 (For RCA purposes)
Display edit SE056 "NEW SERVICE REQUIRED FROM 15/12/1994"if the service is not split.

Also the service must be split at the following dates:

29/06/1981 - 30/06/1981 (Air Traffic Controllers)

Display edit SE109 "FOR AC AND CA, NEW SERVICE REQUIRED FROM 30/06/1981", if the service type is "CA" or "AC" and the service is not split.

17/03/1994 - 18/03/1994 (Correctional Services Canada)
 Display edit SE123 "FOR CS AND SC, NEW SERVICE REQUIRED FROM 18/03/1994", if the service type is "SC" or "CS" and the service is not split.

31/12/1965 - 01/01/1966 (CPP/QPP)
Display edit SE092 "NEW SERVICE REQUIRED FROM 01/01/1966" if the service is not split.

If the "from" date is not a valid date, the following message will be displayed:
SE049 "INVALID SERVICE FROM DATE"

The AM/PM indicator on the SERVICE FROM field must be equal to "1" or "2", if the value is not "1" or "2", the following message will be displayed:
SE052 "AM/PM INDICATOR INVALID"

When the "from" date is greater than 10/07/1966 and smaller than 09/09/1993 and the service type is 'PS', 'SP', 'CS', 'SC', 'LW' OR 'WL', and the contributor is less than 18 years old, the following message will be displayed:
SE102 "AGE LESS THAN 18, SERVICE NOT COUNTABLE"

SERVICE TO (same as on ESL screen)
Mandatory field used by CAs and SPTCSS.
Attribute: Format is DD MM CCYY H.
This field can be filled manually or extracted from the Contributor System if the service "from" and service "to" dates are entered on the CIN screen.

This field is used to calculate the number of calendar and compensation days in the period and the number of calendar and compensatory days which are applicable to CPP/QPP and SRBA.

In conjunction with the computation date, the system will determine the applicable interest amount for the service period and CPP/QPP and SRBA when applicable.

Possible error message(s):

If the SERVICE TO field is not entered, the following message will be displayed:
SE060 "SERVICE 'TO DATE' IS MANDATORY"

If the service "to" date is not a valid date, the following message will be displayed:
SE058 " INVALID SERVICE 'TO DATE"

If the service "from" date is greater than the service "to" date, the following message will be displayed:
SE053 "TO DATE" MUST BE >= "FROM DATE"

The AM/PM indicator on the SERVICE TO field must be equal to "1" or "2". If the value is not "1" or "2", the following message will be displayed:
SE052 "AM/PM INDICATOR INVALID"

If the service "to" date is greater than the computation date, the following message will be displayed:
SE059 "SERVICE 'TO DATE' MUST BE SMALLER THAN COMPUTATION DATE"

If the service period ("from" date - "to" date) is during the weekend, the following message will be displayed:
SE054 " CANNOT HAVE SERVICE PERIOD FOR WEEKEND ONLY"

SWW (same as on ESL screen)

AWW (same as on ESL screen)

ELECTION SALA + ALLOW (same as on ESL screen)

MEDI (same as on ESL screen)

TOTAL COSTS (TOC)

See previous screens for description of tombstone information fields.

INITIAL PAYMENT
Protected field.
Attribute: Numeric, length 7 digits and 2 decimals.
The value of this field originates from the CIN screen. It is the sum of any initial cash payment and/or RRSP payment.

TOTAL SERVICE
Protected field. The field is composed of a year field and a day field.
Attribute for years field: Numeric, length 2 digits
Attribute for days field: Numeric, length 3 digits and 1 decimal
The value of this field is calculated by the system. It is the sum of the calendar years and days for all elective service periods.

WHILE SINGLE COST

Protected field.

Attribute: Numeric, length 7 digits and 2 decimals.

The values that are displayed in this field have been calculated by the ESTEL System, based on single rate of contributions, for all prior contributory period(s) of service, which occurred prior to 1990. This field is ONLY changeable by altering data on the SEI screen.

Note: For all elective service before year 2000, the CPP/QPP contributions are calculated and subtracted from the cost. All the costs displayed on the screen have the CPP/QPP contributions deducted.

WHILE NOT SINGLE COST

Protected field.

Attribute: Numeric, length 7 digits and 2 decimals.

The values that are displayed in this field have been calculated by the ESTEL System, based on single rate of contributions, for all prior non-contributory period(s) of service, which occurred prior to 1990. This field is ONLY changeable by altering data on the SEI screen.

POST89 SINGLE COST

Protected field.

Attribute: Numeric, length 7 digits and 2 decimals.

The values that are displayed in this field have been calculated by the ESTEL System, based on single rate of contributions, for all prior contributory and non-contributory period(s) of service, which occurred after 1989. This field is ONLY changeable by altering data on the SEI screen.

RCA SINGLE COST

Protected field.

Attribute: Numeric, length 7 digits and 2 decimals.

The values that are displayed in this field have been calculated by the ESTEL System, based on single rate of contributions, for all prior contributory and non-contributory periods of service from December 15, 1994, on salary above the yearly RCA threshold. This field is ONLY changeable by altering data on the SEI screen.

WHILE DOUBLE COST

Protected field.

Attribute: Numeric, length 7 digits and 2 decimals.

The values that are displayed in this field have been calculated by the ESTEL System, based on double rate of contributions, for all prior contributory period(s) of service, which occurred prior to 1990. This field is ONLY changeable by altering data on the SEI screen.

WHILE NOT DOUBLE COST
Protected field.
Attribute: Numeric, length 7 digits and 2 decimals.
The values that are displayed in this field have been calculated by the ESTEL System,
based on double rate of contributions, for all prior non-contributory period(s) of service,
which occurred prior to 1990. This field is ONLY changeable by altering data on the SEI
screen.

POST89 DOUBLE COST
Protected field.
Attribute: Numeric, length 7 digits and 2 decimals.
The values that are displayed in this field have been calculated by the ESTEL System,
based on double rate of contributions, for all prior contributory and non-contributory
period(s) of service, which occurred after 1989. This field is ONLY changeable by
altering data on the SEI screen.

RCA DOUBLE COST
Protected field.
Attribute: Numeric, length 7 digits and 2 decimals.
The values that are displayed in this field have been calculated by the ESTEL System,
based on double rate of contributions, for all prior contributory and non-contributory
periods of service from December 15, 1994, on salary above the yearly RCA threshold.
This field is ONLY changeable by altering data on the SEI screen.

TOTAL COST
Protected field.
Attribute: Numeric, length 7 digits and 2 decimals.
This field is the sum of all eight cost fields enumerated above.

MONTHLY PAYMENT PERIOD: FROM DATE
Protected field.
Attribute: Format is MM CCYY.
This field is ONLY changeable by altering the computation date on the CIN screen.
The "from" date is equal to the month and the year of the computation date.

MONTHLY PAYMENT PERIOD: TO DATE
Protected field.
Attribute: Format is MM CCYY.
This field is ONLY changeable by altering data on the SEI screen or data on the CIN
screen. This final payment date field is calculated by the system. When a monthly
amount is entered on the CIN screen, the monthly payment calculator may create a final
payment that is different than the recurrent monthly payments. In that case, the final
payment will be displayed separately in the FINAL PAYMENT field.

MNTH WHILE SINGLE RATE

Protected field.

Attribute: Numeric, length 6 digits and 2 decimals.

This generated value represents the monthly cost of all prior contributory period(s) of service, costed at the single rate, which occurred prior to 1990. This field is ONLY changeable by altering data on the SEI screen or data on the CIN screen.

MNTH WHILE NOT SINGLE RATE

Protected field.

Attribute: Numeric, length 6 digits and 2 decimals.

This generated value represents the monthly cost of all prior non-contributory period(s) of service, costed at the single rate, which occurred prior to 1990. This field is ONLY changeable by altering data on the SEI screen or data on the CIN screen.

MNTH POST89 SINGLE RATE

Protected field.

Attribute: Numeric, length 6 digits and 2 decimals.

This generated value represents the monthly cost of all prior contributory and non-contributory periods of service, costed at the single rate, which occurred after 1989. This field is ONLY changeable by altering data on the SEI screen or data on the CIN screen.

MNTH RCA SINGLE RATE

Protected field.

Attribute: Numeric, length 6 digits and 2 decimals.

This generated value represents the monthly cost of all prior contributory and non-contributory periods of service from December 15, 1994, costed at the single rate on salary above the yearly RCA threshold. This field is ONLY changeable by altering data on the SEI screen or data on the CIN screen.

MNTH WHILE DOUBLE RATE

Protected field.

Attribute: Numeric, length 6 digits and 2 decimals.

This generated value represents the monthly deduction for all prior contributory period(s) of service, costed at the double rate, which occurred prior to 1990. This field is ONLY changeable by altering data on the SEI screen or data on the CIN screen.

MNTH WHILE NOT DOUBLE RATE
Protected field.
Attribute: Numeric, length 6 digits and 2 decimals.
This generated value represents the monthly cost of all prior non-contributory period(s) of service, costed at the double rate, which occurred prior to 1990. This field is ONLY changeable by altering data on the SEI screen or data on the CIN screen.

MNTH POST89 DOUBLE RATE
Protected field.
Attribute: Numeric, length 6 digits and 2 decimals.
This generated value represents the monthly cost of all prior contributory and non-contributory periods of service, costed at the double rate, which occurred after 1989. This field is ONLY changeable by altering data on the SEI screen or data on the CIN screen.

MNTH RCA DOUBLE RATE
Protected field.
Attribute: Numeric, length 6 digits and 2 decimals.
This generated value represents the monthly cost of all prior contributory and non-contributory periods of service from December 15, 1994, costed at the double rate on salary above the yearly RCA threshold. This field is ONLY changeable by altering data on the SEI screen or data on the CIN screen.

TOTAL MONTHLY RATE
Protected field.
Attribute: Numeric, length 7 digits and 2 decimals.
This field is the sum of all eight monthly rate fields enumerated above. The initial payments from the CIN screen are already deducted from all monthly rate calculations.

FINAL PAYMENT
Protected field.
Attribute: Numeric, length 7 digits and 2 decimals.
The only time where a last payment amount will show on the TOC screen is when a monthly payment is entered on the CIN screen and the monthly rate calculator gives a different amount between the last monthly payment amount and the recurrent monthly rate payments. The system will not display WHILE, WHILE NOT, POST89 and RCA amounts for the last payment.

Estimate Details (ESD)

See TOC screen for description of all fields contained on the ESD screen.