

# Insight Quick Reference | Position Management System Online Subject Area

### What is Position Management System Online (PMSO)?

- This Subject Area provides snapshots in time of organization position listings including active (filled and vacant), inactive, and deleted positions.
- Position data includes a Master Record, containing basic position data such as grade, pay plan, or occupational series code.
- The Master Record is linked to one or more Individual Positions containing organizational structure code, duty station code, and accounting station code data.

#### **History**

- The most recent daily snapshot is available during a given pay period until BEAR runs.
- Bi-Weekly snapshots date back to Pay Period 1 of 2014.

Daily	Position Management System Online Common Report			
<ul> <li>Provides daily results of individual position information, which changes on a daily basis.</li> </ul>	HR	Area	Report Name	Load
<ul><li>Bi-Weekly</li><li>Provides the latest record regardless of previous changes that occur to the data during a given pay period.</li></ul>	Organiza and Posi Managen	tion	<ul> <li>Position Organization with PII (PMSO)</li> </ul>	Daily for current pay period/ Bi-Weekly for historical pay periods
*View the Insight Data Refresh Report to determine the most recent date of refresh				

#### Reminder:

In all PMSO reports, users should make sure to include:

- An Organization filter
- SSNO element from the Incumbent Employee folder

- PMSO Key elements from the Master Record folder
- · A time filter from the Snapshot Time folder

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## Daily Calendar Filters

There are two ways to pull the most recent daily data in a PMSO report:

- 1. Create a Snapshot Time filter on the current pay period by using one of the following options:
  - Create a filter on the **DAY\_START\_DATE** data element from the Snapshot Time folder to equal mm/dd/yyyy
  - Create a filter on **PP\_YEAR\_AND\_NUMBER** data element from the Snapshot Time folder to equal yyyy-pp
  - Create two separate filters on YEAR\_ID and PAY\_ PERIOD\_NUMBER
- 2. Create a SQL filter to always pull the most recent daily snapshot
  - Create a filter on the DAY\_START\_DATE data element from the Calendar Time folder
  - Select the "Convert this Filter to SQL" checkbox and set it equal to VALUEOF("PMSO\_LAST\_LOADED\_ init"."pmso\_last\_loaded\_var")

**Note:** It is **no longer necessary** to pull any elements from a Fact Table in order to run a successful PMSO report.

#### **Bi-Weekly Calendar Filters**

There are three time options when running a bi-weekly PMSO report:

- 1. Individual snapshots for a given pay period
  - Create two filters on the YEAR\_ID and PAY\_PERIOD\_ NUMBER data elements from the Snapshot Time Folder where
    - PAY\_PERIOD\_NUMBER is equal to a given Pay Period
    - YEAR\_ID is equal to a given Year
- 2. Most recent bi-weekly snapshot
  - Create two filters on the YEAR\_ID and PAY\_PERIOD\_ NUMBER data elements from the Snapshot Time Folder
  - Select the "Convert this Filter to SQL" checkbox and set each equal to
    - "Snapshot Time"."PAY\_PERIOD\_NUMBER" = VALUEOF("PMSO\_BWKLY\_PP\_init"."pmso\_bwkly\_ pp\_var")
    - "Snapshot Time"."YEAR\_ID" = VALUEOF("PMSO\_ BWKLY\_PP\_YR\_init"."pmso\_bwkly\_pp\_yr\_var")
- 3. Multiple bi-weekly snapshots
  - Create two filters on the YEAR\_ID and PAY\_PERIOD\_ NUMBER data elements from the Snapshot Time Folder where
    - PAY\_PERIOD\_NUMBER is equal to given Pay Periods
    - YEAR\_ID is equal to a given Year(s)

**Note:** It is **no longer necessary** to pull any elements from a Fact Table in order to run a successful PMSO report.