Issue Date: November 6, 2017

Topic: AcqDemo Pay Pool Analysis Tool (PAT) Posted in Pay Pool Notices

Discussion: The PAT is a powerful tool created to provide multiple and /or single pay pools with an in-depth analysis of aggregate pay pool results

The PAT generates a variety of reports for your use, which includes the following:

- Average OCS and delta OCS by career path
- Zone distributions charts (placements in Zones A, B, and C)
- Statistics on employee CRI and CA payouts ($ and %)
- Statistics on pay pool funding and usage amounts
- Counts by career path and broadband combinations
- Average salaries

As a reminder, AcqDemo Memorandum (AM) 13-02 describes the conditions under which pay pools are obligated to inform the workforce of aggregate results and the minimum feedback requirement. In the PAT, the 'Generate Aggregate Report' button in the Add-Ins menu bar creates a report that displays the minimum aggregate data to share with the workforce. Note that the size and/or composition may limit the ability for certain pay pools to display summary results without compromising the identity of employees.

Action: Please follow the steps listed below:
1. Download and save a copy of the PAT from Pay Pool Notices in CAS2Net.
2. Generate export files from each CMS you want to include in the PAT.
3. Open the PAT and enable the macros as prompted.
4. Select the Import link on the Instructions worksheet to load the export files for your pay pools into the same folder where the PAT is located. If importing more than one file, order the files as you want the pay pools listed in the PAT.

The Instructions worksheet contains a list of all the analysis worksheets and charts that are available in the PAT. Advise your panel members and pay pool manager(s) that the tool is available for use to analyze the results of their pay pool process.

Note: The XLSM and .XLS versions of PAT have been posted. A security warning pops up when attempting to enable the macros in the .xlsm version for some users due to local IT settings. In such cases, you can use the .xls version or seek a local IT intervention to overcome the security settings blocking the .xlsm version from enabling macros.