# DISCREPANCY REPORT

This section provides an overview of the Discrepancy Report capability that is now being processed as we run the DCPDS to CAS2Net Update.

## SUMMARY

The DCPDS to CAS2Net Update script will run every 2 weeks along with the federal pay period calendar, and the results uploaded into Pay Pool Notices for each Pay Pool where the script identifies a difference, an error, or a warning. The filename format is dcpds_[DCPDS File Date]_[Script Run Date]_[Pay Pool Code]_[CAS2Net Org ID].xslx, e.g., dcpds_20200513_20200513_9999_630.xlsx. DCPAS provides DCPDS data for AcqDemo employees on the Wednesday following the start of each Pay Period. As part of this process, the script will check the data for each employee to ensure that the information meets specific rules before the information is updated in CAS2Net. If the DCPDS information for the employee passes this set of rules, the employee record in CAS2Net will be updated with any updates from their DCPDS record (**NOTE:** update will be skipped for an employee if the "DCPDS Opt-Out" flag is set to "Yes" on their CAS2Net User Profile). The spreadsheet will consist of the worksheets listed in the following table:

### DESCRIPTION OF WORKSHEETS

| Worksheet | Description |
|---|---|
| **Differences** | Identifies the differences between an employee's DCPDS and CAS2Net records. Cells with a '`Green`' background displays the change that will occur to the employee profile in CAS2Net. Cells with a '`Yellow`' background are differences that we did **NOT** change in CAS2Net based on the 'DCPDS Opt-Out' flag being set to 'Yes' on the employee's user profile. |

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| **CAS2Net Prev-Cycle Errors** | Identifies errors found with CAS2Net Previous Cycle Data. Cells with a 'Red' background annotates the field(s) that may be in error. |
| **CAS2Net Prev-Cycle Warnings** | Identifies warnings found with CAS2Net Previous Cycle Data. Cells with a 'Yellow' background annotates the field that has a warning. |
| **DCPDS Errors** | Identifies errors found with DCPDS Data. Cells with a 'Red' background annotates the field(s) that may be in error. This sheet will also contain the Unclaimed Records that are found in DCPDS but not found in CAS2Net. The Unclaimed Records will be assigned to the appropriate Pay Pool based on the UIC / PAS codes associated on the Organization Details panel for each Pay Pool. If no UIC / PAS code is available, the Unclaimed Records will be assigned by Sub Agency code, which matches how the legacy Discrepancy Reports assigned these records. |
| **DCPDS Warnings** | Identifies warnings found with DCPDS Data. Cells with a 'Yellow' background annotates the field that has a warning. |
| **CAS2Net Profile Errors** | Identifies errors found with CAS2Net Data. Cells with a 'Red' background annotates the field(s) that may be in error. |
| **CAS2Net Profile Warnings** | Identifies warnings found with CAS2Net Data. Cells with a 'Yellow' background annotates the field that has a warning. |

# DIFFERENCES

This worksheet identifies updates to each employee's user profile in CAS2Net based on the information contained in DCPDS, which is the system of record for this data. The report will only show employees where the fields in CAS2Net do not match the corresponding fields in DCPDS. The report will display information to identify each employee who requires a change to their user profile in CAS2Net; followed by columns with 'Old' and 'New' fields corresponding to the fields in CAS2Net we are checking to identify differences between CAS2Net and DCPDS. Any differences are visually annotated with a green background for the spreadsheet cell corresponding to the New [Field] column. The cell with the green background shows the value we are updating in the employee's user profile in CAS2Net. Cells with a 'Yellow' background are differences

that we did **NOT** change in CAS2Net based on the 'DCPDS Opt-Out' flag being set to 'Yes' on the employee's user profile.

## FIELDS CHECKED AND UPDATED

| Field | Description |
|---|---|
| **New Career Path** | If 'New Career Path' is different than the 'Old Career Path', then the value in 'New Career Path' updates the 'Career Path' field in the 'Organization Information' panel in the employee's user profile. |
| **New Band Level** | If 'New Band Level' is different than the 'Old Band Level', then the value in the 'New Band Level' updates the 'Broadband Level' field in the 'Organization Information' panel in the employee's user profile. |
| **New Occ Series** | If 'New Occ Series' is different than the 'Old Occ Series', then the value in the 'New Occ Series' updates the 'Occupational Series' field in the 'Organization Information' panel in the employee's user profile. |
| **New HRSO Code** | If 'New HRSO Code' is different than the 'Old HRSO Code', then the value in the 'New HRSO Code' updates the 'HRSO' field in the 'Organization Information' panel in the employee's user profile. |
| **New Loc Code** | If 'New Loc Code' is different than the 'Old Loc Code', then the value in the 'New Loc Code' updates the 'Locality' field in the 'Salary Information' panel in the employee's user profile. When 'Locality' is updated, the system will also display the new 'Locality Rate' automatically. |
| **New Basic Pay** | If 'New Basic Pay' is different than the 'Old Basic Pay', then the value in the 'New Basic Pay' updates the 'Basic Pay' field in the 'Salary Information' panel in the employee's user profile. |
| **New Ret Pay** | If 'New Ret Pay' is different than the 'Old Ret Pay', then the value in the 'New Ret Pay' updates the 'Retained Pay Status' field in the 'Salary Information' panel in the employee's user profile. |
| **New Pos Date** | If the 'New Pos Date' is different than the 'Old Pos Date', then the value in the 'New Pos Date' updates the 'Position Date' field in the 'Organization Information' panel in the employee's |

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| | user profile. This field represents the date the employee entered into their latest position. |
| **New Prom Date** | If the 'New Prom Date' is different than the 'Old Prom Date', then the value in the 'New Prom Date' updates the 'Promotion Date' field in the 'Organization Information' panel in the employee's user profile. This field represents the date the employee was last promoted. If a new promotion date exists in DCPDS, and a Not To Exceed (NTE) for a Temporary Promotion, then the system will create the Temporary Promotion in 'Post Cycle Activity' with the 'New Promotion Date' used as the 'Start Date' and the Temporary Promotion NTE date as the 'End Date' for the Temporary Promotion. **NOTE:** This is a new field that has not been added to CAS2Net. It will be added to CAS2Net before we roll this into Production. |
| **Temp Prom** | This field is used to identify Temporary Promotion updates from DCPDS to CAS2Net:<br><br>• Add – A new temporary promotion is found in the DCPDS for the employee, and a Temporary Promotion record is added to 'Post Cycle Activity'.<br>• Update – An update to a temporary promotion in CAS2Net is found, and the updates are applied to the Temporary Promotion record in 'Post Cycle Activity'.<br>• BLANK – No difference is found between DCPDS and CAS2Net promotion records. |

# CAS2NET PREV-CYCLE ERRORS

The CAS2Net Prev-Cycle Errors worksheet identifies errors with CAS2Net Previous Cycle Data for AcqDemo employees who are currently being rated through the pay pool process. This sheet will only be in the report during the post cycle from October to the middle of January. The fields that may be in error will be highlighted using a <mark>red</mark> background. The worksheet will only contain employees where we found an error with the employee's CAS2Net Previous Cycle Data record. Please review the errors listed and update as needed. The table below describes the error messages you will see for errors found with an employee's CAS2Net Previous Cycle Data record.

| Message | Description |
| --- | --- |
| **Active User not processed by DCPDS import** | The employee has a previous cycle data record and an Active User Profile, but there is no DCPDS record for the employee. Archive or transfer the employee record in CAS2Net if the employee has departed. Otherwise, ensure the employee has a DCPDS record marked with a demo location code of 'Q', and that their EDIPI in CAS2Net matches the EDIPI in DCPDS. |
| **Supervisor 1 is not assigned** | The employee does NOT have a 'Supervisor 1' assigned in CAS2Net previous cycle data on the 'Organization Information' panel. Add a 'Supervisor 1' by using the dropdown. |
| **Occupational Series is missing or invalid** | The employee is missing 'Occupational Series' in CAS2Net previous cycle data on the 'Organization Information' panel or is not a valid option based on the selected Career Path. Update the 'Occupational Series' to a valid Occupational Series that is listed in Appendix B of the AcqDemo OpsGuide. |
| **Locality is missing or invalid** | The employee is missing 'Locality' in CAS2Net previous cycle data on the 'Salary Information' panel or it is an invalid option. Update previous cycle data to select a valid option from the 'Locality' dropdown. |
| **Basic Pay is missing** | The employee's 'Basic Pay' is missing from the 'Salary Info panel in CAS2Net previous cycle data. |
| **Unable to determine salary band** | The Career Path / Broadband level combination is not valid in CAS2Net previous cycle data. Ensure that the Career Path and Broadband level are a valid combination in CAS2Net previous cycle data. |
| **Basic Pay is below band min** | The employee's Basic Pay is below the band minimum based on the selected Career Path, Broadband Level, and Basic Pay found in CAS2Net previous cycle data. Update the |

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| | Career Path, Broadband Level, and/or Basic Pay in CAS2Net previous cycle data. |
| **Non-Retained Pay over band max** | The employee's Basic Pay is over the band max based on the selected Career Path, Broadband Level, and Basic Pay found in CAS2Net previous cycle data. Update the Career Path, Broadband Level, Basic Pay, and/or Retained Pay flag in CAS2Net previous cycle data. |
| **Retained Pay under local band max** | The employee is marked as a Retained Pay employee, but the Basic Pay is below the local band max based on the selected Career Path, Broadband Level, Basic Pay, and Locality Code in CAS2Net previous cycle data. Update the Career Path, Broadband Level, Basic Pay, Locality Code, and/or Retained Pay flag in CAS2Net previous cycle data. |
| **At least one PAQL score is missing** | The employee is missing the PAQL score for one or more factors. Add missing PAQL(s) in the offline version of the Sub-Panel or CMS and then import into CAS2Net or add missing PAQL(s) to online Sub-Panel or CMS. |
| **At least one numeric score is missing** | The employee is missing the numeric score for one or more factors. Add missing numeric score(s) in the offline version of the Sub-Panel or CMS and then import into CAS2Net or add missing numeric score(s) to online Sub-Panel or CMS. |
| **At least one categorical score is missing** | The employee is missing the categorical score for one or more factors. Add missing categorical score(s) in the offline version of the Sub-Panel or CMS and then import into CAS2Net or add missing categorical score(s) to online Sub-Panel or CMS. |
| **Missing SSN for transaction** | The employee is missing their SSN in DCPDS. Work with your personnel office to add the SSN to the employee's DCPDS record. **NOTE:** This is needed for us to process the pay transactions. |

# CAS2NET PREV-CYCLE WARNINGS

The CAS2Net Previous Cycle Warnings worksheet identifies warnings for CAS2Net previous cycle data where the fields with a warning will be highlighted using a <mark style="background-color: yellow">yellow</mark> background.  It is NOT necessary to update CAS2Net but is provided for to you review and update CAS2Net previous cycle data if necessary.

| Message | Description |
|---|---|
| **AcqDemo Start Date on PCD does not match AcqDemo Start Date on user profile** | The AcqDemo Start Date in previous cycle data does not match the AcqDemo Start Date on the CAS2Net user profile. Change the AcqDemo Start Date in previous cycle data or in the user profile to match. |
| **Organization Start Date missing** | The Organization Start Date is missing from the previous cycle data in CAS2Net.  Add an Organization Start Date if needed. |
| **Position Start Date missing** | The Position Start Date in previous cycle data is missing. Add a Position Start Date into previous cycle data if required for this employee so you can take this date into consideration when reviewing in the Compensation Management Spreadsheet (CMS). |
| **Use TOA flag is false, but has TOA amount** | The Use Time Off Award flag is set to 'No' in previous cycle data but the employee has received a time off award during the pay pool process. For the employee to see the time off award on the Salary Appraisal Form you will need to set this flag to 'Yes" in previous cycle data. |

# DCPDS ERRORS

The DCPDS Errors worksheet identifies errors when trying to use DCPDS data to update CAS2Net.  The fields that may be in error will be highlighted using a <mark style="background-color: red">red</mark> background.  The report will only contain employees where we found an error that kept the employee's

CAS2Net record from being updated. **NOTE:** The '**Runs With Errors'** column is the number of consecutive times the employee had an error with their record previous to this report. Please review the errors listed and update in DCPDS. The CAS2Net data will be updated as necessary when the biweekly script is run again. If you need the record in CAS2Net updated sooner, you can also update the CAS2Net record to match the changes you completed in DCPDS. The table below describes the error messages you will see for errors found with an employee's DCPDS record. Again, no updates were completed in CAS2Net for any employee with a DCPDS error. **NOTE:** The DCPDS Errors worksheet will also contain the 'Unclaimed Records Report, so those will no longer be provided separately. The Unclaimed Records will be assigned to the appropriate Pay Pool based on the UIC / PAS codes associated on the Organization Details panel for each Pay Pool. If no UIC / PAS code is available, the Unclaimed Records will be assigned by Sub Agency code, which matches how the legacy Discrepancy Reports assigned these records.

| Message | Description |
|---|---|
| **Sub-Panel not set for user (not assigned)**<br><br>**User is archived/inactive**<br><br>**User is in transfer pool** | The employee has a record in DCPDS and in the 'Archived/Transfer' list in CAS2Net. The employee should be either moved into the appropriate Pay Pool, or the DCPDS record should be updated to remove the employee from AcqDemo. |
| **Sub-Panel ([Org Name]) not in a pay pool** | The employee has a record in DCPDS, and a record in CAS2Net. However, the record in CAS2Net is assigned to an organization that is not associated with an active Pay Pool. The employee should be moved to the appropriate organization level on the 'Organization Information' panel in the employee's CAS2Net User Profile. |
| **No user found for EDIPI [edipi]** | The employee is marked as an AcqDemo employee in DCPDS, but they do NOT have a record in CAS2Net. Administrator either creates a record in CAS2Net for this |

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| | employee or change the DCPDS record to remove the employee from AcqDemo. |
| **EDIPI occurs for multiple employees** | The DCPDS file has multiple records for the same employee. Request assistance from the AcqDemo Program Office at AcqDemo.Contact@dau.edu if you are unable to see the duplicate DCPDS record. |
| **Basic Pay is below band min** | The employee's Basic Pay is below the band minimum based on the selected Career Path, Broadband Level, and Basic Pay found in DCPDS. Update the Career Path, Broadband Level, and/or Basic Pay in DCPDS. |
| **Non-Retained Pay over band max** | The employee's Basic Pay is over the band max based on the selected Career Path, Broadband Level, and Basic Pay found in DCPDS. Update the Career Path, Broadband Level, Basic Pay, and/or Retained Pay flag in DCPDS. |
| **Retained Pay under local band max** | The employee is marked as a Retained Pay employee, but the Basic Pay is below the local band max based on the selected Career Path, Broadband Level, Basic Pay, and Locality Code in DCPDS. Update the Career Path, Broadband Level, Basic Pay, Locality Code, and/or Retained Pay flag in DCPDS. |
| **Locality Code '[Locality Code]' is invalid** | The employee's locality code in DCPDS is not valid. Please fix the locality code in DCPDS. |
| **Occ Series '[XXXX]' is invalid** | The employee's Occupational Series in DCPDS is not a valid option for AcqDemo. Change the Occupational Series in DCPDS to an Occupational Series that is listed in Appendix B of the AcqDemo Operating Guide. |
| **Occupational Series '[dcpdsSeriesCode]' is invalid for Career Path '[dcpdsCareerPathCode]'** | The employee's Occupational Series in DCPDS is not a valid option for the Career Path. Change the Occupational Series or Career Path in DCPDS to a valid combination. (Valid options for each Career Path can be found in the AcqDemo Operating Guide). |

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| **Career Path Code '[XX]' is invalid** | The employee's Career Path in DCPDS is not a valid option for AcqDemo. Change the Career Path in DCPDS to NH, NJ, or NK. |
| **Broadband Level '[dcpdsLevelCode]' is invalid for Career Path '[dcpdsCareerPathCode]'** | The employee's Broadband Level in DCPDS is not a valid option for the Career Path. Change the Career Path or Broadband Level in DCPDS to a valid combination. |
| **HRSO Code '[XX]' is invalid** | The employee's CCPO ID in DCPDS is not defined as an HRSO Code in CAS2Net. Change the CCPO ID in DCPDS, or send a request to add the HRSO Code in CAS2Net to AcqDemo.Contact@dau.edu. |
| **No broadband in current cycle** | The employee's Broadband Level does not exist in the selected Career Path. Change the Career Path and/or Broadband Level in DCPDS. |
| **Unable to process temporary promotion due to other errors** | The employee has a Temporary Promotion identified in their DCPDS record, but the Temporary Promotion could not be created in CAS2Net due to errors in the fields annotated by the cell(s) with a red background. Fix the errors in DCPDS, so the system can create the Temporary Promotion. |

# DCPDS WARNINGS

The DCPDS Warnings worksheet identifies warnings when updating CAS2Net with DCPDS data. The fields with a warning will be highlighted using a <mark>yellow</mark> background. It is NOT necessary to update DCPDS or CAS2Net, but is provided just to document the difference between the two systems. At the present time, there is only one type of warning, but more will be added if necessary.

| Message | Description |
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| **DCPDS employee name does not match user in CAS2Net (User Name)** | The employee's name in DCPDS does match the employee name in the CAS2Net User Profile. If the employee has a name change |

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| | then update to correct in DCPDS or in CAS2Net to match. **NOTE:** There are many ways that the name could be different due to additional spaces or a suffix, but this is NOT critical. |
| **Pay Pool Code ['XXXX'] is different from CAS2Net.** | The 'Demo Pay Code' in DCPDS is different than the Pay Pool the employee is assigned to in CAS2Net. Update the 'Demo Pay Code' in DCPDS to match CAS2Net, or transfer the employee to the correct Pay Pool in CAS2Net. |
| **DCPDS opt-out flag is set for user in CAS2Net** | The employee's user profile was NOT updated to match DCPDS due to the 'DCPDS Opt-Out' flag being set on their CAS2Net User Profile on the 'Organization Information' panel. |
| **Permanent Occ Series ['XXXX'] is invalid for Career Pay ['XX']** | The employee's Permanent Occupational Series in DCPDS is not a valid option for the Career Path. Change the Occupational Series or Career Path for the permanent position in DCPDS to a valid combination. (Valid options for each Career Path can be found in the AcqDemo Operating Guide). |
| **Perm promotion start date mismatch between DCPDS and CAS2Net** | The employee's current position promotion start date in DCPDS does not match the start date in the post cycle activity record for the permanent promotion in CAS2Net. |
| **Perm promotion career path mismatch between DCPDS and CAS2Net** | The employee's current position promotion career path in DCPDS does not match the career path in the post cycle activity record for the permanent promotion in CAS2Net. |
| **Perm promotion broadband level mismatch between DCPDS and CAS2Net** | The employee's current position promotion broadband level in DCPDS does not match the broadband level in the post cycle activity record for the permanent promotion in CAS2Net. |
| **Perm promotion occupational series mismatch between DCPDS and CAS2Net** | The employee's current position promotion occupational series in DCPDS does not match the occupational series in the post cycle |

| | activity record for the permanent promotion in CAS2Net. |
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| **Perm promotion new basic pay mismatch between DCPDS and CAS2Net** | The employee's current position promotion new basic pay in DCPDS does not match the new basic pay in the post cycle activity record for the permanent promotion in CAS2Net. |
| **Temp promotion pay pool mismatch between DCPDS and CAS2Net** | The employee's Temp Promotion post cycle activity record in CAS2Net does not match the information for the temporary promotion and/or permanent position in the DCPDS record. Review both records and update as appropriate. |
| **Temp Promotion from outside AcqDemo ends before pay out date** | The employee has a temp promotion to AcqDemo from another pay system in DCPDS that will expire before the start of the 1$^{st}$ pay period. |

# CAS2NET ERRORS

The CAS2Net Errors worksheet identifies errors with CAS2Net data for AcqDemo employees (IsDemoEmployee = Yes). The fields that may be in error will be highlighted using a red background. The worksheet will only contain employees where we found an error with the employee's CAS2Net record. **NOTE:** The '**Runs With Errors**' column is the number of consecutive times the employee had an error with their record previous to this report. Please review the errors listed and update in CAS2Net as needed. Some of these errors may also exist on the DCPDS Errors worksheet, so you have the option of fixing the record in DCPDS and allowing the updates to process during the next biweekly run of the script. If you need the record in CAS2Net updated sooner, you can go ahead and update the CAS2Net record. The table below describes the error messages you will see for errors found with an employee's CAS2Net record.

| Message | Description |
|---|---|
| **User not processed by DCPDS import** | The employee has an active user profile in CAS2Net, but they do NOT have a record in DCPDS. Ensure the EDIPI in CAS2Net and |

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| | DCPDS match, and the employee's DCPDS record has a Demo Location Code of 'Q'. |
| **AcqDemo Start Date missing** | The employee is missing 'AcqDemo Start Date' in their CAS2Net User Profile on the 'Organization Information' panel. Add the 'AcqDemo Start Date'. |
| **Organization Start Date missing** | The employee is missing 'Organization Start Date' in their CAS2Net User Profile on the 'Organization Information' panel. Add the 'Organization Start Date'. |
| **Career Path is missing or invalid** | The employee is missing 'Career Path' in their CAS2Net User Profile on the 'Organization Information' panel or it is invalid. Update the 'Career Path' by using the dropdown. |
| **Broadband Level is missing or invalid** | The employee is missing 'Broadband Level' in their CAS2Net User Profile on the 'Organization Information' panel or it is invalid. Update the 'Broadband Level' using the dropdown. |
| **Occupational Series is missing or invalid** | The employee is missing 'Occupational Series' in their CAS2Net User Profile on the 'Organization Information' panel or is not a valid option based on the selected Career Path. Update the 'Occupational Series' to a valid Occupational Series that is listed in Appendix B of the AcqDemo OpsGuide. |
| **Sub-Panel not set for user** | The employee has an active user profile but is not assigned to an organization. Find the employee in the 'Archived/Transfer' list, and move the employee to the correct 'Organization Level'. |
| **Sub-Panel [Name (Pay Pool Code)] not in an active pay pool** | The employee is assigned to an 'Organization Level' that is not associated with a Pay Pool or the associated Pay Pool is inactive. Update the 'Organization Level' in their CAS2Net User Profile on the 'Organization Information' panel using the dropdown. |

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| **Sub-Panel [Code (CAS2NetID)] is inactive** | The employee is assigned to an 'Organization Level' that is inactive in their CAS2Net User Profile on the 'Organization Information' panel.  Update the 'Organization Level' using the dropdown. |
| **HRSO is missing or invalid** | The employee is missing HRSO Code in their CAS2Net User Profile on the 'Organization Information' panel or is not a valid option.  Change the HRSO Code to a valid code defined in CAS2Net.  Please send a request to add the HRSO Code in CAS2Net to AcqDemo.Contact@dau.edu if you can't find the appropriate code in the HRSO Code dropdown. |
| **Supervisor 1 is not assigned** | The employee does NOT have a 'Supervisor 1' assigned in their CAS2Net User Profile on the 'Organization Information' panel.  Add a 'Supervisor 1' by using the dropdown. |
| **Basic Pay Missing** | The employee is missing Basic Pay in their CAS2Net User Profile on the 'Salary Information' panel.  Update the user profile to include Basic Pay. |
| **Basic Pay is below band min** | The employee's Basic Pay is below the band minimum based on the selected Career Path, Broadband Level, and Basic Pay found in CAS2Net.  Update the Career Path, Broadband Level, and/or Basic Pay in CAS2Net. |
| **Non-Retained Pay over band max** | The employee's Basic Pay is over the band max based on the selected Career Path, Broadband Level, and Basic Pay found in CAS2Net.  Update the Career Path, Broadband Level, Basic Pay, and/or Retained Pay flag in CAS2Net. |
| **Retained Pay under local band max** | The employee is marked as a Retained Pay employee, but the Basic Pay is below the local band max based on the selected Career Path, Broadband Level, Basic Pay, and Locality Code in CAS2Net.  Update the Career Path, |

| | Broadband Level, Basic Pay, Locality Code, and/or Retained Pay flag in CAS2Net. |
|---|---|
| **Locality is missing or invalid** | The employee is missing 'Locality' in their CAS2Net User Profile on the 'Salary Information' panel or it is an invalid option. Update the user profile to select a valid option from the 'Locality' dropdown. |
| **Unable to determine salary band** | The employee is missing either the 'Career Path' or 'Broadband Level' in their CAS2Net User Profile on the 'Organization Information' panel. Update the user profile by selecting a valid 'Career Path' and/or 'Broadband Level' from the dropdowns. |
| **Career Path / Broadband on temporary promotion does not match user profile** | The employee has a 'Temporary Promotion' in 'Post Cycle Activity' that does not match the CAS2Net User Profile. Update the 'Post Cycle Activity' Temporary Promotion or the User Profile to match. |

# CAS2NET WARNINGS

The CAS2Net Warnings worksheet identifies warnings for the CAS2Net user profile where the fields with a warning will be highlighted using a <mark>yellow</mark> background. It is NOT necessary to update CAS2Net but is provided for to you review and update the CAS2Net user profile if necessary.

| Message | Description |
|---|---|
| **Organization Start Date missing** | The organization start date is missing from the CAS2Net User Profile. |
| **Position Start Date missing** | The position start date is missing from the CAS2Net User Profile. |