IPPS★A
INTEGRATED PERSONNEL AND PAY SYSTEM - ARMY

QUERY VIEWER – INACTIVE UIC JOB AID

This Job Aid assists with identifying inactive Unit Identification Codes (UICs) utilizing the Query Viewer.

IPPS-A receives all Position, Department, and Location data from the Army Organization Server (AOS). When Departments inactivate, they no longer exist on the IPPS-A security tree. AOS can and does retroactively change Position, Department, and Location information.

Instances will occur when UICs deactivate, but Members are still assigned to those UICs. HR Professionals should review the UIC inactivation report (Report_F2_ UIC Terminating within 12 months) for the most accurate roster. To find assignments with inactive UICs, HR Professionals can run a Human Capital Management (HCM) Query; or use the Assignment Dashboard (see Orphaning and Displacement Job Aid).
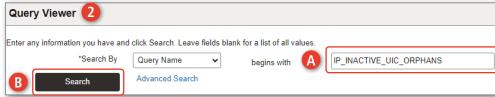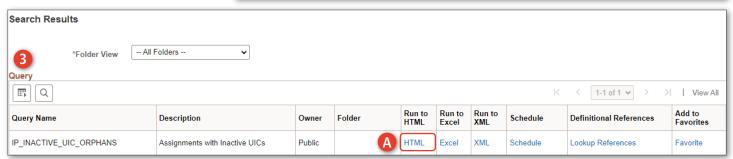
Query Viewer: Inactive UIC

1. Select Query Viewer Tile.
2. The query viewer landing page displays.

   2A. Type in: **IP_INACTIVE_UIC_ORPHANS**.

   2B. Select **Search**.
3. Query section displays.

   3A. Select **HTML** under the 'Run to HTML' header.

4. Enter desired **UIC** and **Business Unit**.

   4A. Select **View Results**; screen displays by-name roster.
5. On the far right under the **Recommended Resolution Method** column, HR Professionals can see the method for correction.
6. Select **Excel Spreadsheet** to download Excel to desired location.

1 Query Viewer

Query Viewer **2**

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

*Search By	Query Name	begins with **A** IP_INACTIVE_UIC_ORPHANS
B	Search	Advanced Search

Search Results

3 *Folder View -- All Folders --

Query

							1-1 of 1		View All
Query Name	Description	Owner	Folder	Run to HTML	Run to Excel	Run to XML	Schedule	Definitional References	Add to Favorites
IP_INACTIVE_UIC_ORPHANS	Assignments with Inactive UICs	Public		**A** HTML	Excel	XML	Schedule	Lookup References	Favorite

IP_INACTIVE_UIC_ORPHANS - Assignments with Inactive UICs

*UIC
*Business Unit ARACA **4**

View Results **A**

Row	Assignment ID

'Restriction' **5** Recommended Resolution Method

	Resolve With Mass Change: UIC Inactivation Date = 2023-07-14 is greater than Asgn Begin Date
	Resolve With Mass Change: UIC Inactivation Date = 2023-07-14 is greater than Asgn Begin Date
	Resolve With CRM Ticket: UIC Inactivation Date = 2023-07-14 is less than Asgn Begin Date

6

Download results in : Excel SpreadSheet   CSV Text File   XML File   (7 kb)

View All

Row	Assignment ID	Assignment Seq	ID	Empl Record	UIC	Job Code	Duty Title	Position	Assignment From	Duty Position Q
1	0000000000	2	0000000000	0	000000	E74D	STANDARD EXCESS	08503122	116552997	Q
2	0000000000	0	0000000000	0	000000	99999Z	STANDARD EXCESS	08328914	114595884	Q
3	0000000000	0	0000000000	0	000000	99999Z	STANDARD EXCESS	08503123	114796941	Q