



# Management Analysis Report



This report will provide you with a list of:

- 1- All position(s) within an org unit and their Supervisor (reports to relationship)
- 2- All position(s) that report to a single position
- 3- All Chiefs per org unit

From your SAP Easy Access screen enter ZOMR035 in the command field

Select enter from your keyboard or click

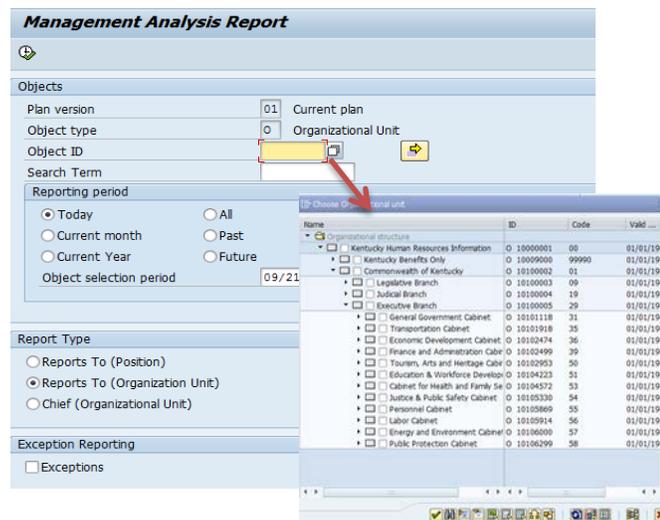
## 1- All position within an org unit and their Supervisor (reports to relationship)

- 1- Object ID: Enter the 10 Million Org Unit number, if you do not know the 10 million number select the match code to search.

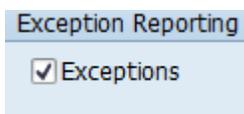
- 2- Select today as the reporting period.

- 3- Select "Reports to (Organization Unit)" as the Reporting type

- 4- Select execute for the report to display.



\*To only show positions within one org that that does not have a "reports to" select the Exceptions reporting box.



**Management Analysis Report - Reports To in Orgs**  
 Program: ZOMR035\_MANAGEMENT\_ANALYSIS Variant: (None)  
 Run Date/Time: 09/21/2015 @ 10:11:58 AM System: ECP-400  
 Reporting Period: 09/21/2015 - 09/21/2015  
 No. Records: 304

Svr Org ID	Supervisor Organizational Unit Text	Svr Agy	Svr Pos ID	Supervisor Position Text
10105870	Pers Cabinet - Office of the Secretary	55790	30043612	Cabinet Secretary
10105870	Pers Cabinet - Office of the Secretary	55790	30043612	Cabinet Secretary
10105870	Pers Cabinet - Office of the Secretary	55790	30043612	Cabinet Secretary
10105870	Pers Cabinet - Office of the Secretary	55790	30043612	Cabinet Secretary
10105870	Pers Cabinet - Office of the Secretary	55790	30043612	Cabinet Secretary
10105871	Office of Administrative Services	55790	30043617	Executive Director
10105871	Office of Administrative Services	55790	30043617	Executive Director
10105871	Office of Administrative Services	55790	30043620	Executive Assistant
10105871	Office of Administrative Services	55790	30043617	Executive Director



# Management Analysis Report



## 2- All Positions that report to a single position

- Object ID: Enter the 30 Million Position number, if you do not know the 30 million number select the match code  to search.
- Select today as the reporting period.
- Select "Reports to (Position)" as the Reporting type.
- Select execute  for the report to display.

**Management Analysis Report**

Objects

Plan version: 01 Current plan

Object type: S Position

Object ID: [Match code icon]

Search Term: [Match code icon]

Reporting period:

Today  All

Current month  Past

Current Year  Future

Object selection period: 09/21/20

Report Type:

Reports To (Position)

Reports To (Organization Unit)

Chief (Organizational Unit)

Exception Reporting

Exceptions

**Choose Position**

Name	ID	Code	Valid from	Valid to
Staff assignments along organizational				
Kentucky Human Resources Informa	10000001	00	01/01/2000	Unlimited
Kentucky Benefits Only	10009000	99990	01/01/2000	Unlimited
Commonwealth of Kentucky	10100002	01	01/01/2000	Unlimited
Legislative Branch	10100003	09	01/01/2000	Unlimited
Judicial Branch	10100004	19	01/01/2000	Unlimited
Executive Branch	10100005	29	01/01/2000	Unlimited
General Government Cabinet	10101118	31	01/01/2000	Unlimited
Transportation Cabinet	10101918	35	01/01/2000	Unlimited
Economic Development	10102474	36	01/01/2000	Unlimited
Finance and Administration Cabine	10102499	39	01/01/2000	Unlimited
Tourism, Arts and Heritage	10102953	50	01/01/2000	Unlimited
Education & Workforce	10104223	51	01/01/2000	Unlimited
Cabinet for Health and Family Se	10104572	53	01/01/2000	Unlimited
Justice & Public Safety	10105330	54	01/01/2000	Unlimited
Personnel Cabinet	10105869	55	01/01/2000	Unlimited
Labor Cabinet	10105914	56	01/01/2000	Unlimited
Energy and Environment	10106000	57	01/01/2000	Unlimited
Public Protection Cabine	10106299	58	01/01/2000	Unlimited

### Management Analysis Report - Reports To a Position

Program: ZOMR035\_MANAGEMENT\_ANALYSIS Variant: (None)  
 Run Date/Time: 09/21/2015 @ 10:47:37 AM System: ECP-400  
 Reporting Period: 09/21/2015 - 09/21/2015  
 No. Records: 6

Svr Org ID	Supervisor	Organizational Unit Text	Svr Agy	Supervisor Pos ID	Supervisor Position Text
10101964		Office of Human Resource Management	35616	30009209	Executive Director
10101964		Office of Human Resource Management	35616	30009209	Executive Director
10101964		Office of Human Resource Management	35616	30009209	Executive Director
10101964		Office of Human Resource Management	35616	30009209	Executive Director
10101964		Office of Human Resource Management	35616	30009209	Executive Director
10101964		Office of Human Resource Management	35616	30009209	Executive Director

## 3- All Chiefs per org unit

- Object ID: Enter the 10 Million Org Unit number, if you do not know the 10 million number select the match code  to search.
- Select today as the reporting period.
- Select "Chief (Organization Unit)" as the Reporting type

**Management Analysis Report**

Objects

Plan version: 01 Current plan

Object type: O [Match code icon]

Object ID: [Match code icon]

Search Term: [Match code icon]

Reporting period:

Today  All

Current month  Past

Current Year  Future

Report Type:

Reports To (Position)

Reports To (Organization Unit)

Chief (Organizational Unit)

Exception Reporting

Exceptions

**Choose Organization Unit**

Name	ID	Code	Valid from	Valid to
Organizational structure				
Kentucky Human Resources Information	10000001	00	01/01/19	01/01/19
Kentucky Benefits Only	10009000	99990	01/01/19	01/01/19
Commonwealth of Kentucky	10100002	01	01/01/19	01/01/19
Legislative Branch	10100003	09	01/01/19	01/01/19
Judicial Branch	10100004	19	01/01/19	01/01/19
Executive Branch	10100005	29	01/01/19	01/01/19
General Government Cabinet	10101118	31	01/01/19	01/01/19
Transportation Cabinet	10101918	35	01/01/19	01/01/19
Economic Development Cabinet	10102474	36	01/01/19	01/01/19
Finance and Administration Cabine	10102499	39	01/01/19	01/01/19
Tourism, Arts and Heritage Cabre	10102953	50	01/01/19	01/01/19
Education & Workforce Developm	10104223	51	01/01/19	01/01/19
Cabinet for Health and Family Se	10104572	53	01/01/19	01/01/19
Justice & Public Safety Cabinet	10105330	54	01/01/19	01/01/19
Personnel Cabinet	10105869	55	01/01/19	01/01/19
Labor Cabinet	10105914	56	01/01/19	01/01/19
Energy and Environment Cabinet	10106000	57	01/01/19	01/01/19
Public Protection Cabinet	10106299	58	01/01/19	01/01/19



# Management Analysis Report



4- Select execute  for the report to display.

To only show Organizations that do not have a “Chief” select the Exceptions reporting box.

**Exception Reporting**

Exceptions

**Management Analysis Report - Chiefs of Orgs**  
 Program: ZOMR035\_MANAGEMENT\_ANALYSIS Variant: (None)  
 Run Date/Time: 09/21/2015 @ 10:59:55 AM System: ECP-400  
 Reporting Period: 09/21/2015 - 09/21/2015  
 No. Records: 486

Chf Org ID	Chief Organizational Unit Text	Chf Agy	Chf Pos ID	Chief Position Text
10102499	Finance and Administration Cabinet	39		
10102500	KY Higher Educ Assistance Authority	39075	30014565	Executive Director
			31032021	Unpaid Board/Commission Me
10102501	Customer Relations Branch			
10102502	Publications Section		30014577	Information Office Superviso
10102503	Outreach Section			
10102504	Business Services Section			
10102505	Division of Financial Affairs			
10102506	Claims Processing Section		30014588	Administrative Section Super
10102507	General Accounting Branch			

You may want to download this report  
To Excel to do so from the tool bar click  
The **Local File** button 

11. Choose **Text with Tabs**

12. Chose **Enter** 

13. Directory – Navigate to the location where  
you want to save the file.

Save list in file...

In which format should the list  
be saved ?

unconverted

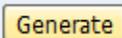
Text with Tabs

Rich text format

HTML Format

In the clipboard

14. File Name – Type the file name

15. Click Generate 

Position Occupancy Report

Directory: C:\Users\per043\Desktop\

File Name: .XLS

Encoding:

Generate Replace Extend 

16. Click the **Back** button  or **F3** to return to the previous screen