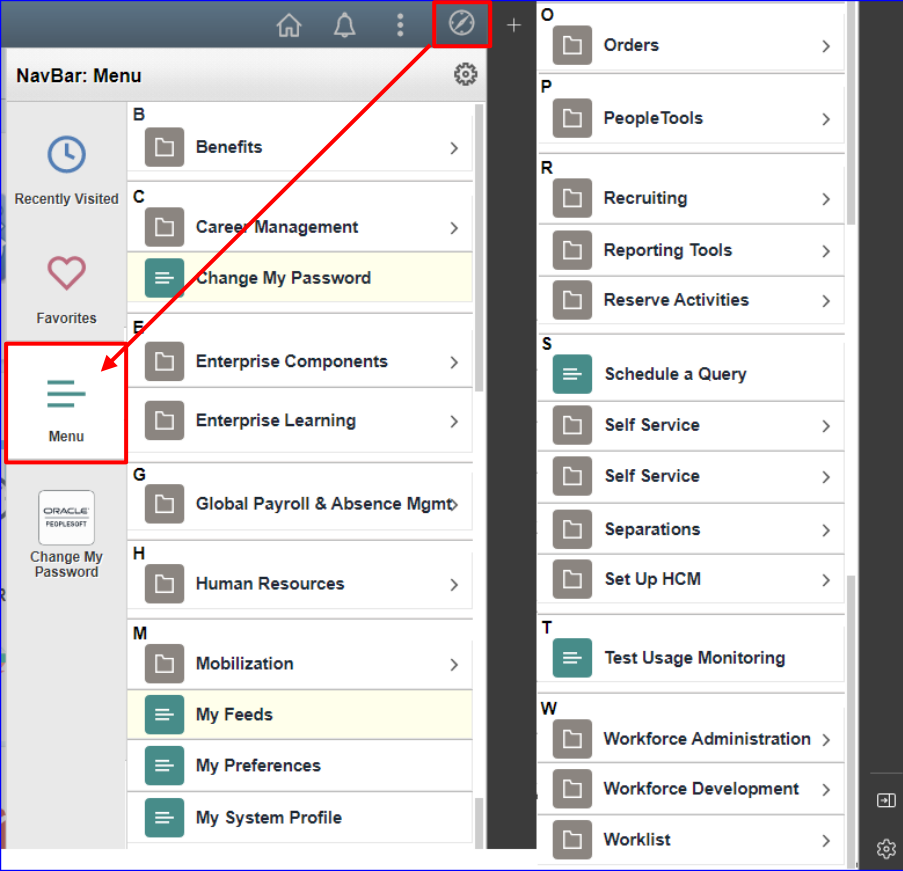
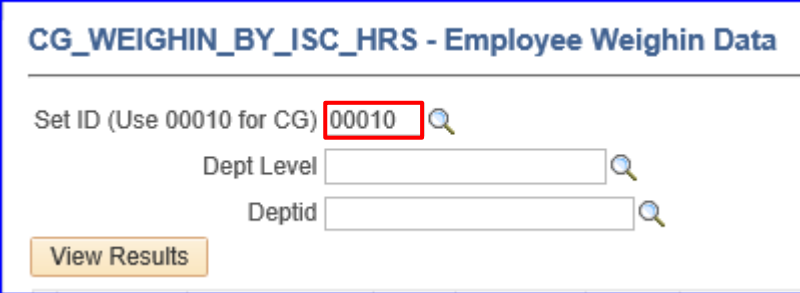


Member Weigh In Report

Introduction This guide provides the procedures to run the Member Weigh In Report in Direct Access (DA).

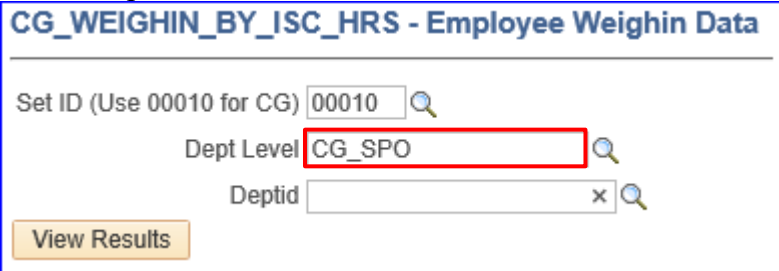
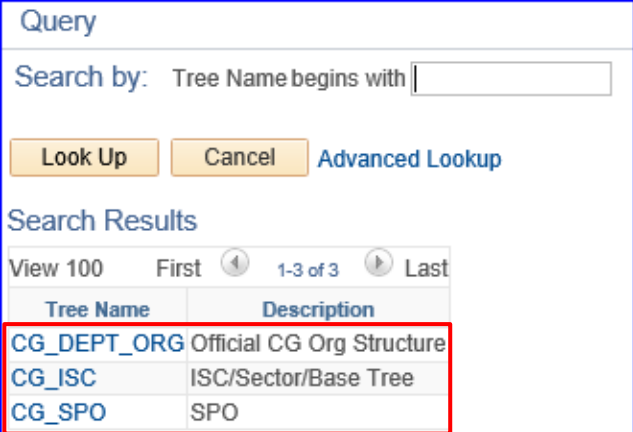
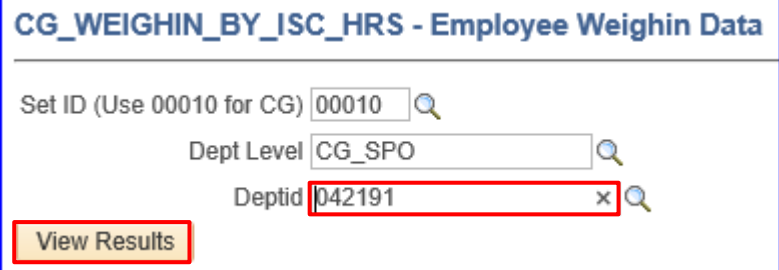
Procedures See below.

Step	Action
1	<p>Navigate to: NavBar icon > Menu > Human Resources > Human Resource Reports> Profile Reports > Employee WeighIn Information.</p> 
2	<p>The CG_WEIGHIN_BY_ISC_HRS – Employee Weighin Data will display. If the Set ID is blank, enter 00010.</p> 

Continued on next page

Member Weigh In Report, Continued

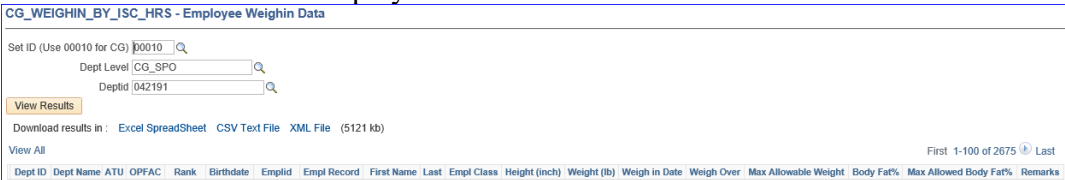

Procedures,
continued

Step	Action
3	<p>Using the lookup, select the appropriate Dept Level.</p> <ul style="list-style-type: none"> • CG_DEPT_ORG – Displays only those members attached to the Department ID • CG_ISC – Displays all members attached to all of the units serviced by the Sector/Base Department ID • CG_SPO – Displays all members attached to all of the units serviced by the SPO Department ID  
4	<p>Enter the Deptid (Department ID number) or use the lookup to locate and select the Department ID. Click View Results.</p> 

Continued on next page

Member Weigh In Report, Continued

Procedures, continued

Step	Action																																																																																																																																																																																																																	
5	<p>The Search Results will display.</p> 																																																																																																																																																																																																																	
6	<p>The results may be downloaded to an Excel Spreadsheet for easier viewing, sorting, and/or printing.</p> 																																																																																																																																																																																																																	
7	<p>Here is a closer look at the spreadsheet:</p> <table border="1" data-bbox="327 1265 1396 1848"> <thead> <tr> <th>A</th><th>B</th><th>C</th><th>D</th><th>E</th><th>F</th><th>G</th><th>H</th><th>I</th><th>J</th><th>K</th><th>L</th></tr> <tr> <th>Dept ID</th><th>Dept Name</th><th>ATU</th><th>OPFAC</th><th>Rank</th><th>Birthdate</th><th>Emplid</th><th>Empl Record</th><th>First Name</th><th>Last</th><th>Empl Class</th><th>Height (inch)</th></tr> </thead> <tbody> <tr><td>000018</td><td>CG STA FIREFLY</td><td>12</td><td>30415</td><td>CAPT</td><td>4/10/1965</td><td>1234567</td><td></td><td>0 Malcolm</td><td>Reynolds</td><td>AD</td><td>72</td></tr> <tr><td>000018</td><td>CG STA FIREFLY</td><td>12</td><td>30415</td><td>MKC</td><td>4/3/1983</td><td>2345678</td><td></td><td>0 Kaylee</td><td>Frye</td><td>AD</td><td>67</td></tr> <tr><td>000018</td><td>CG STA FIREFLY</td><td>12</td><td>30415</td><td>GM1</td><td>8/13/1984</td><td>9876543</td><td></td><td>0 Jayne</td><td>Cobb</td><td>AD</td><td>72</td></tr> <tr><td>000018</td><td>CG STA FIREFLY</td><td>12</td><td>30415</td><td>CDR</td><td>4/28/1984</td><td>8765945</td><td></td><td>0 Zoe</td><td>Washburne</td><td>AD</td><td>69</td></tr> <tr><td>000018</td><td>CG STA FIREFLY</td><td>12</td><td>30415</td><td>LT</td><td>9/19/1978</td><td>1212125</td><td></td><td>0 Inara</td><td>Serra</td><td>AD</td><td>67</td></tr> <tr><td>000018</td><td>CG STA FIREFLY</td><td>12</td><td>30415</td><td>CWO3</td><td>11/16/1985</td><td>7585956</td><td></td><td>0 Hoban</td><td>Washburne</td><td>AD</td><td>70</td></tr> <tr><td>000018</td><td>CG STA FIREFLY</td><td>12</td><td>30415</td><td>SK1</td><td>5/11/1988</td><td>8596743</td><td></td><td>0 Shepard</td><td>Book</td><td>SEL</td><td>72</td></tr> <tr><td>000018</td><td>CG STA FIREFLY</td><td>12</td><td>30415</td><td>LCDR</td><td>8/15/1978</td><td>4578962</td><td></td><td>0 Tamm</td><td>Simon</td><td>AD</td><td>69</td></tr> <tr><td>000018</td><td>CG STA FIREFLY</td><td>12</td><td>30415</td><td>SN</td><td>7/29/1983</td><td>9638527</td><td></td><td>0 Tamm</td><td>River</td><td>AD</td><td>63</td></tr> </tbody> </table> <table border="1" data-bbox="327 1579 1396 1848"> <thead> <tr> <th>M</th><th>N</th><th>O</th><th>P</th><th>Q</th><th>R</th><th>S</th></tr> <tr> <th>Weight (lb)</th><th>Weigh in Date</th><th>Weigh Over</th><th>Max Allowable Weight</th><th>Body Fat%</th><th>Max Allowed Body Fat%</th><th>Remarks</th></tr> </thead> <tbody> <tr><td>178</td><td>4/13/2019</td><td>0</td><td>202</td><td>0</td><td>0</td><td>0 semi annual weight in. mbr compliant</td></tr> <tr><td>142</td><td>4/13/2019</td><td>0</td><td>175</td><td>0</td><td>0</td><td>0 semi annual weigh in. mbr compliant</td></tr> <tr><td>181</td><td>4/29/2019</td><td>0</td><td>202</td><td>0</td><td>0</td><td>0 in compliance</td></tr> <tr><td>151</td><td>4/29/2019</td><td>7</td><td>186</td><td>0</td><td>0</td><td>0 in compliance</td></tr> <tr><td>141</td><td>4/19/2019</td><td>0</td><td>175</td><td>0</td><td>0</td><td>0 in compliance</td></tr> <tr><td>171</td><td>4/18/2019</td><td>0</td><td>191</td><td>0</td><td>0</td><td>0 in compliance</td></tr> <tr><td>176</td><td>4/13/2019</td><td>0</td><td>202</td><td>0</td><td>0</td><td>0 semi annual weigh in, mbr compliant</td></tr> <tr><td>186</td><td>4/13/2019</td><td>0</td><td>186</td><td>0</td><td>0</td><td>0 semi annual weigh in, mbr compliant</td></tr> <tr><td>124</td><td>4/19/2019</td><td>0</td><td>155</td><td>0</td><td>0</td><td>0 in compliance</td></tr> </tbody> </table>	A	B	C	D	E	F	G	H	I	J	K	L	Dept ID	Dept Name	ATU	OPFAC	Rank	Birthdate	Emplid	Empl Record	First Name	Last	Empl Class	Height (inch)	000018	CG STA FIREFLY	12	30415	CAPT	4/10/1965	1234567		0 Malcolm	Reynolds	AD	72	000018	CG STA FIREFLY	12	30415	MKC	4/3/1983	2345678		0 Kaylee	Frye	AD	67	000018	CG STA FIREFLY	12	30415	GM1	8/13/1984	9876543		0 Jayne	Cobb	AD	72	000018	CG STA FIREFLY	12	30415	CDR	4/28/1984	8765945		0 Zoe	Washburne	AD	69	000018	CG STA FIREFLY	12	30415	LT	9/19/1978	1212125		0 Inara	Serra	AD	67	000018	CG STA FIREFLY	12	30415	CWO3	11/16/1985	7585956		0 Hoban	Washburne	AD	70	000018	CG STA FIREFLY	12	30415	SK1	5/11/1988	8596743		0 Shepard	Book	SEL	72	000018	CG STA FIREFLY	12	30415	LCDR	8/15/1978	4578962		0 Tamm	Simon	AD	69	000018	CG STA FIREFLY	12	30415	SN	7/29/1983	9638527		0 Tamm	River	AD	63	M	N	O	P	Q	R	S	Weight (lb)	Weigh in Date	Weigh Over	Max Allowable Weight	Body Fat%	Max Allowed Body Fat%	Remarks	178	4/13/2019	0	202	0	0	0 semi annual weight in. mbr compliant	142	4/13/2019	0	175	0	0	0 semi annual weigh in. mbr compliant	181	4/29/2019	0	202	0	0	0 in compliance	151	4/29/2019	7	186	0	0	0 in compliance	141	4/19/2019	0	175	0	0	0 in compliance	171	4/18/2019	0	191	0	0	0 in compliance	176	4/13/2019	0	202	0	0	0 semi annual weigh in, mbr compliant	186	4/13/2019	0	186	0	0	0 semi annual weigh in, mbr compliant	124	4/19/2019	0	155	0	0	0 in compliance
A	B	C	D	E	F	G	H	I	J	K	L																																																																																																																																																																																																							
Dept ID	Dept Name	ATU	OPFAC	Rank	Birthdate	Emplid	Empl Record	First Name	Last	Empl Class	Height (inch)																																																																																																																																																																																																							
000018	CG STA FIREFLY	12	30415	CAPT	4/10/1965	1234567		0 Malcolm	Reynolds	AD	72																																																																																																																																																																																																							
000018	CG STA FIREFLY	12	30415	MKC	4/3/1983	2345678		0 Kaylee	Frye	AD	67																																																																																																																																																																																																							
000018	CG STA FIREFLY	12	30415	GM1	8/13/1984	9876543		0 Jayne	Cobb	AD	72																																																																																																																																																																																																							
000018	CG STA FIREFLY	12	30415	CDR	4/28/1984	8765945		0 Zoe	Washburne	AD	69																																																																																																																																																																																																							
000018	CG STA FIREFLY	12	30415	LT	9/19/1978	1212125		0 Inara	Serra	AD	67																																																																																																																																																																																																							
000018	CG STA FIREFLY	12	30415	CWO3	11/16/1985	7585956		0 Hoban	Washburne	AD	70																																																																																																																																																																																																							
000018	CG STA FIREFLY	12	30415	SK1	5/11/1988	8596743		0 Shepard	Book	SEL	72																																																																																																																																																																																																							
000018	CG STA FIREFLY	12	30415	LCDR	8/15/1978	4578962		0 Tamm	Simon	AD	69																																																																																																																																																																																																							
000018	CG STA FIREFLY	12	30415	SN	7/29/1983	9638527		0 Tamm	River	AD	63																																																																																																																																																																																																							
M	N	O	P	Q	R	S																																																																																																																																																																																																												
Weight (lb)	Weigh in Date	Weigh Over	Max Allowable Weight	Body Fat%	Max Allowed Body Fat%	Remarks																																																																																																																																																																																																												
178	4/13/2019	0	202	0	0	0 semi annual weight in. mbr compliant																																																																																																																																																																																																												
142	4/13/2019	0	175	0	0	0 semi annual weigh in. mbr compliant																																																																																																																																																																																																												
181	4/29/2019	0	202	0	0	0 in compliance																																																																																																																																																																																																												
151	4/29/2019	7	186	0	0	0 in compliance																																																																																																																																																																																																												
141	4/19/2019	0	175	0	0	0 in compliance																																																																																																																																																																																																												
171	4/18/2019	0	191	0	0	0 in compliance																																																																																																																																																																																																												
176	4/13/2019	0	202	0	0	0 semi annual weigh in, mbr compliant																																																																																																																																																																																																												
186	4/13/2019	0	186	0	0	0 semi annual weigh in, mbr compliant																																																																																																																																																																																																												
124	4/19/2019	0	155	0	0	0 in compliance																																																																																																																																																																																																												