

Release Notes

for

Human Capital Management

SAP enhancement package 5 for SAP ERP 6.0



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End-User Service Delivery

Business Function HCM, ESS on Web Dynpro ABAP

HCM_ESS_WDA_1: Business Function HCM, ESS on Web Dynpro ABAP (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0, Enterprise Extension **Human Capital Management** (EA-HRGXX 605), the business function **HCM, Employee Self-Service on Web Dynpro ABAP** is available. With this business function, the SAP Employee Self-Service is based completely on Web Dynpro ABAP technology, which has the following benefits:

- o More flexible deployment options: you can use Employee Self-Service (WDA) not only as an SAP NetWeaver Portal role (new **Business Package Employee Self-Service (WDA) 1.50**), but also as a Portal agnostic role in SAP NetWeaver Business Client (NWBC) for HTML.

Note

As of SAP enhancement package 5 for SAP ERP 6.0, you can also use the following HCM roles in SAP NetWeaver Business Client:

- Recruiter
- Recruiting Administrator
- HR Administrator
- Talent Management Specialist
- Course Administrator
- Instructor/Tutor
- Manager Self-Service

For more information on these new roles, see the release note and description of the business function **HCM, Roles for SAP NetWeaver Business Client** (HCM_NWBC_ROLES).

For more information about the features of SAP NetWeaver Business Client, see SAP Library for SAP NetWeaver on SAP Help Portal at

<http://help.sap.com/netweaver> -> *SAP NetWeaver by Key Capability* -> *Application Platform by Key Capability* -> *ABAP Technology* -> *UI Technology* -> *SAP NetWeaver Business Client*.

- o Lower TCO through the Portal agnostic deployment option
- o Lower TCO through harmonized UI technology (Web Dynpro ABAP) without the necessity of a separate JAVA stack for ESS
- o Easier navigation
- o More efficient and compelling user interfaces
- o Easier menu management and adoption options
 - Simpler menu maintenance for NWBC using the standard SAP role maintenance transaction PFCG
 - Much easier Customizing of the SAP Portal role menu with content customization maintained centrally in the ABAP Launchpad

- o New interfaces and features for managing the employee time and attendance (Leave Request and Approval) and the recording of time and labor data (Cross-Application Time Sheet (CATS) data maintenance and approval):
 - Easier and quicker leave requesting (in **Employee Self-Service**) and approval (in **Manager Self-Service**)
 - Easier and quicker time recording (in **Employee Self-Service**) and approval (in **Manager Self-Service**)
 - Easier and quicker clock-in/out corrections (in **Employee Self-Service**)
 - Simplified user interfaces
 - Simplified interaction patterns
- o New interfaces and features for managing personal information using a profile-based approach:
 - Easier and more user-friendly option for employees to maintain personal information such as addresses, personal data, family members, dependents, and so on
 - Simpler user-interface Customizing and options to add new infotypes

Similar to the JAVA Business Package for Employee Self-Service, the Employee Self-Service on Web Dynpro ABAP enables Concurrent Employment. A prerequisite is that you have activated the following business function:

- o **HCM, Time and Labor Management for Concurrent Employment** (HCM_CE_PT) - also see the corresponding release note

The Employee Self-Service role contains services from different functional areas, including services from non-EA-HR systems. These services will only work if you have activated the required business functions for these services. The following business functions are a prerequisite if you want to have the full functional scope of the services shipped in the standard ESS (WDA) role:

- o **HCM, Administrative Services 03** (HCM_ASR_CI_3) - also see the corresponding release note
- o **CA, Appraisals, Evaluations, and Surveys 01** (CA_HAP_CI_1) - also see the corresponding release note
- o **HCM, Performance Management 01** (HCM_OSA_CI_1) - also see the corresponding release note
- o **HCM, Performance Management 02** (HCM_OSA_CI_2) - also see the corresponding release note
- o **HCM, Core Processes in Talent Management** (HCM_TMC_CI_1) - also see the corresponding release note
- o **HCM, SAP E-Recruiting 4** (HCM_ERC_CI_4) (you can view the corresponding release note in the business function database (transaction SFW5) of the E-Recruiting system, next to this business function)
- o **SRM, Self-Service Procurement** (SRM_SELF_SERVICE_1) (you can view the corresponding release note in the business function database (transaction SFW5) of the SRM system, next to this business function)
- o **Travel Management** (FIN_TRAVEL_1) - also see the corresponding release note
To use the new options available in **Travel and Expenses**, you have to activate the following business functions:

- Travel Management 3 (BF: FIN_TRAVEL_3) - also see the corresponding release note
- Travel Management, Third-Party Travel Planning 2 (FIN_TRAVEL_PLANNING_EXTERNAL_2) - also see the corresponding release note
- Travel Management, Enablement for Shared Services (FIN_SSC_TIC_1) - also see the corresponding release note

In addition to international services, Employee Self-Service on Web Dynpro ABAP also provides country-specific services and screens. For more information, see the ESS release notes on localization:

- o HCM_ESS_WDA_1: Localization for ESS on Web Dynpro ABAP (New)
- o HCM_LOC_CI_12: Employee Self-Service Enhancement (New)

Effects on Customizing

When you activate the business function HCM_ESS_WDA_1, you must maintain the new Customizing for **Employee Self-Service on Web Dynpro ABAP**. The new Customizing is located in the SAP Customizing Implementation Guide under **Personnel Management -> Employee Self-Service (Web Dynpro ABAP)**.

See also

Business Function Descriptions:

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> Business Functions -> Business Functions in SAP ERP -> Enterprise Business Functions -> Human Capital Management**

Application Documentation:

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> SAP ERP Cross-Application Functions -> Roles**

- o -> **Business Packages (Portal Content) -> Business Package for Employee Self-Service (WDA) 1.50**
- o -> **Roles in SAP NetWeaver Business Client for HTML -> Employee Self-Service in SAP NetWeaver Business Client for HTML**

HCM_ESS_WDA_1: Localization for ESS on Web Dynpro ABAP (New)**Use**

As of SAP enhancement package 5 for SAP ERP 6.0, Enterprise Extension Human Capital Management (EA-HRGXX 605), the business function **HCM, Employee Self-Service on Web Dynpro ABAP** is available. This business function provides the localization of SAP Employee Self-Service on Web Dynpro ABAP for the following countries:

- o Canada
- o India
- o Great Britain
- o Russia
- o South Africa
- o Australia
- o Singapore
- o Denmark
- o Malaysia
- o Norway
- o Sweden
- o Thailand
- o Philippines
- o Finland
- o Indonesia
- o Ireland
- o New Zealand
- o Brazil
- o France
- o Japan
- o Mexico
- o China
- o Spain
- o Italy
- o Belgium
- o Netherlands
- o South Korea
- o Switzerland
- o Taiwan
- o Austria
- o Argentina

- o Hong Kong
- o Portugal
- o Venezuela
- o Chile
- o USA
- o Germany

In addition to the international ESS services (for example, **Leave Request**), country-specific business cards and country-specific detail screens for the **Personal Profile** service are available to meet the legal and general business requirements for your country.

In addition to the international services available in the **Benefits and Payments** area, the following country-specific services are available:

- o India:
 - Form 16
- o Japan :
 - Year-End Adjustment Withholding Tax Statement Form
 - Life Insurance and Spouse Tax Deduction Declaration Form
 - Employee's Income Tax and Family Dependent Tax Form
 - Update Commuting Allowance Information
 - Update Personal Tax Status
 - Update Employee's Income Tax and Family Dependent Tax Form
 - Update Life Insurance and Spouse Tax Deduction Declaration Form
 - Update Personal Year-End Adjustment Data
- o Canada:
 - Tax Form Reprint
- o Singapore
 - Tax Form IR8S
 - Tax Form IR8A
 - Tax Form IR8E
 - Tax Form IR21
- o Malaysia
 - PCB2 (II) Form
 - EA Form
- o Thailand
 - Thailand Taxes
- o Australia
 - Australian Tax

- Superannuation
- Australian Payment Summary
- o Switzerland
 - Insurance Statement Form
 - Leaving Simulation Form
- o HongKong
 - End of Tax Year Form
 - Ceased to Employed Form (IR56F)
 - Employee Departing Hong Kong Form (IR56G)
- o China
 - Year End Tax Declaration
- o Portugal
 - Individual Income Declaration (IID)
- o Canada:
 - Tax Form Reprint

Note

In the **Personal Profile** service, you can customize the availability of subtypes for the Communication and Internal Data business cards. You can do this by maintaining the **Specify Use Case and Active Subtypes** (V_T7XSSPERSUBTYP) view.

Caution

While Customizing the **Communication** and **Internal Data** business cards for countries, you must maintain all the desired subtype entries in the view, including the ones already on the screen. If you do not maintain the existing subtypes along with the new subtypes, the system overrides the existing international subtype entries with the newly maintained country-specific subtype entries.

For example, on the **Communication** business card, assume that the **Cell Number**, **Fax** and **Telephone Number** subtypes already exist. If you want to add an additional subtype such as **E-Mail**, you must maintain the country-specific entries for all the subtypes:

- o **Fax**
- o **Telephone Number**
- o **Cell Number**
- o **E-Mail**

If you maintain only the subtype **E-Mail** for any country, the system overrides the existing international subtype entries for **Cell Number**, **Fax**, and **Telephone Number** and will display only the **E-Mail** subtype.

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages** -> **ERP Central Component Enhancement Package 5** -> **Business Functions** -> Business Functions in SAP ERP -> Enterprise Business

Functions -> Human Capital Management.

HCM_LOC_CI_12: Employee Self-Service Enhancement (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRRXX 605), business function **HCM, Localization Topics for India and Japan** (HCM_LOC_CI_12), you are entitled to the following Japan-specific enhancements for the Employee Self-Services (ESS):

Year-End Adjustment

During the year-end adjustment (YEA) phase, an employee needs to fill out the following forms and submit to the government:

- Employee Income Tax and Family Dependent Tax Form
- Life Insurance and Spouse Tax Deduction Declaration Form

According to the information in the forms, the HR administrator runs the YEA payroll for the employee. Based on the YEA payroll result, the HR administrator generates the Withholding Tax Statement Form and submits it to the government.

The enhancement includes the following HCM processes:

- **Submit Employee Income Tax and Family Dependent Tax Form**
- **Submit Life Insurance and Spouse Tax Deduction Declaration Form**
- **Maintain Personal Tax Status Information**
- **Maintain Year-End Adjustment Data**

Each process enables the employees to provide the information required in the forms; and enables the HR administrator to check the employees' submitted information, then updates the relevant infotypes in the backend system.

In addition, the employee can check the complete YEA forms in the previous years on the ESS portal by using the following services:

- **Display Employee Income Tax and Family Dependent Tax Form**
- **Display Life Insurance and Spouse Tax Deduction Declaration Form**
- **Display Withholding Tax Statement Form**

Commuting Allowance

To apply for the commuting allowance, the employees need to provide the transportation information to the company.

The new HCM process combines the following actions taken by different persons together:

1. An employee enters the new or changed commutation information
2. The line manager approves the employee's commutation information
3. The HR administrator updates the employee's master data in the backend system

All the relevant persons are informed by the automatic system notification letter, which significantly smoothes the process.

Effects on Customizing

To use this function, make the settings in Customizing for **Personnel Management**

under **Employee Self-Service -> Service-Specific Settings -> Own Data -> Japan-Specific Settings:**

- o **Year-End Adjustment**
- o **Commuting Allowance**

See also

For more information, see SAP Library under **SAP ERP Central Component -> Human Resources -> Shared Services:**

- o **Business Package for Employee Self-Service 1.51 -> Employee Self-Service (ESS) Applications -> Personal Information -> Country-Specific Applications -> Japan**
- o **HR Administrative Services (PA-AS) -> HCM Processes and Forms -> Sample Processes in HCM Processes and Forms -> Country-Specific Processes -> Japan**

Business Function HCM, Integration with Shared Services Interaction Center

HCM_SSC_EIC_1: HCM, Integration with Shared Services Interaction Center (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRGXX 605), the business function ***HCM, Integration with Shared Services Interaction Center*** is available. With this business function, you can integrate Human Capital Management (HCM) functions of ***Enterprise Resource Planning*** (ERP) with the ***Interaction Center*** (IC) for ***Customer Relationship Management*** (CRM).

You can set up a connection between the CRM and ERP systems to integrate ERP functions into the ***CRM Shared Services Framework*** (SSF).

SAP provides a SSF with an application platform to support enterprises in executing a multi-functional Shared Services strategy. This strategy involves technology that makes it possible to communicate with multiple back-end systems as well as create relationships between various object types, such as those for HCM processes.

You can use this business function to integrate the following functions:

Workflow-Based HCM Processes from the HCM Processes and Forms Framework

This function enables ***Interaction Center agents*** to initiate and process workflow-based processes that are based on the ***HCM Processes and Forms*** framework in ERP. They can do this from the ***Employee Interaction Center*** (EIC) within a CRM service request.

Agents also have the new ***HCM Processes*** object type available to them on the ***CRM Interaction Center*** user interface within the ***Service Request*** in the ***Business Context*** view.

The following functions are available for this object type:

- o The agent starts a new HCM process for an employee. To do this, the agent selects a process in the process browser. The system opens the process' interactive form. After the data entered has been saved, the system creates the process in the ERP system and links it to the CRM service request.
- o The agent links an already-created process to the service request for an employee. The system shows the agent all processes that exist for this employee.
- o The agent displays all processes linked to an employee. To do this, the system opens the relevant PDF form for the process in display mode.
- o From directly within the Inbox, agents also can process workflow items that have been logged in ***HCM Processes and Forms***. For example, if a process has been saved in draft, an agent can now find the draft form as a workflow item in his or her Inbox. Alternatively, if an agent also happens to be an HR Administrator, then the workflow submitted for HR Administrator approval can be executed via the Inbox of the Interaction Center in CRM.

Agents can process HCM processes in the ***CRM Shared Services Framework*** (SSF) once the new processor role, ***CRM-SSC-Agent*** (HRSSCA), is assigned to them.

Employee Search Enhancements

Enhanced functionality for employee searches is available to agents when this

business function has been activated. Upon using the business role **Employee IC Agent** (IC_EIC_AGENT) to log in to CRM, agents can now specify an identification number to search for employees.

Authentication Information

This function enables **Interaction Center agents** in the **Employee Interaction Center** (EIC) to check and confirm the identity of an employee contacting them by telephone using authentication information. This authentication information comes from the connected ERP system. The employee would have already entered this information using the Employee Self-Service **Authentication**. In this service, employees store their personal answers to predefined questions. The system stores this data in the **Authentication** infotype (0816).

The agent can ask the employee one or more of these questions in **Account Identification** and compare the answers provided by the employee on the telephone with the answers stored in the system.

On the **Account Identification** user interface, two new fields are available to the agent under **Account Details**. The **Authentication Question** field contains a selection list with the questions. The agent selects a question and the system shows the answer entered by the employee in the **Authentication Answer** field. The data for these two fields comes from infotype 0816 in the SAP ERP system.

- o **Note**
To use this business function, you have to activate the **Human Capital Management** (EA-HR) Enterprise Extension.

Effects on Customizing

You must make the following settings in your ERP system:

- o In the Customizing activity **Define Authentication Questions**, you create the questions that agents in the Shared Services Center in CRM can use to authenticate employees.
- o In the Customizing activity **Define Authentication Profile**, you create the authentication profile, assign the questions, and assign the profiles to your employee groupings.
- o In the Customizing activity **Integrate Employee Self-Service for Authentication** you assign the Employee Self-Service Scenario **Authentication** to the relevant subarea. Alternatively, in the Customizing activity **Integrate Employee Self-Service for Authentication (on Web Dynpro ABAP)**, you perform the actions that are required to assign that Employee Self-Service Scenario for use within the SAP NetWeaver Portal, or in the SAP NetWeaver Business Client (NWBC) for HTML.
- o In the Customizing activity **Activities in HCM Processes and Forms**, you perform activities in Customizing for processes that are relevant to the integration of **HCM Processes and Forms** with **Employee Interaction Center** for CRM.

You also need to make settings within the connected CRM system. You can find these settings in the Implementation Guide for **Customer Relationship Management** under **Integration with SAP ERP HCM**:

- o In the Customizing activity **Integration with Authentication and with HCM Processes and Forms**, you create the relationship between the CRM and ERP systems in order to integrate the ERP functions into the **CRM Shared Services Framework** (SSF).
- o In the Customizing activity **Define Application Constants**, you can define

various constants needed by functions from *SAP Human Capital Management* (SAP HCM) for the integration with *CRM Shared Service Framework* (SSF).

If you wish to enable the enhanced functionality for agents to process, from directly within their Inbox, workflow items that have been logged in ***HCM Processes and Forms***, then review the instructions, in your CRM system, located under Customizing for ***Customer Relationship Management*** (CRM), under ***Interaction Center WebClient -> Shared Services Framework -> Integration with SAP ERP HCM -> Integration with Authentication and HCM Processes and Forms***.

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> ***SAP ERP Enhancement Packages ->ERP Central Component Enhancement Package 5 -> Business Functions -> Business Functions in SAP ERP -> Enterprise Business Functions -> Human Capital Management -> HCM, Integration with Shared Services Interaction Center***.

Talent Management

Business Function HCM, Enterprise Compensation Management 02

HCM_ECM_CI_2: Business Function HCM, Enterprise Compensation Management 02 (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRGXX 605), the business function *HCM, Enterprise Compensation Management* (HCM_HCP_CI_2) is available. This business function offers you additional innovations for *Enterprise Compensation Management* to optimize processes for managing compensation in your company and structure them more efficiently. This includes:

- o Enhancements to compensation reviews and compensation plans
For a **compensation review**, you can uniquely assign an employee to an **organizational unit**.
- o New and improved process types
For your company's compensation process, you can use a variety of **process types** that are based on either the organizational unit or the employee, thereby significantly affecting the planning and approval of compensation.
- o New user interfaces:
 - Compensation Planning
 - Compensation Approval
 - Planning Overview (enhanced)
 - Compensation Information
 - Employee Compensation Profile
 - Compensation Comparison
- o Enhancements to the budget
The current budget is always available to you during compensation planning. This applies even if, for example, an employee changes organizational units and the budget assigned to him or her is assigned to the new organizational unit.
- o Inclusion of global employees
You can access global employees within global employment in compensation planning and process and evaluate any data for these employees that is relevant for compensation.
- o Enhancements to the workflow
You can use extended notifications in the workflow. Extended notifications for Business Workflow allows users to be notified of work items by e-mail.
- o Different forms
Using the **form grouping**, you can assign a PDF form for the **total compensation statement** or for the compensation review statement. The form grouping can be country-dependent and contains groups of employees with common attributes. This allows you to, for example, ensure that the total compensation statement for salaried employees looks different from the total compensation statement for managers.

Note

To use this business function, you must activate the *Human Capital Management Enterprise Extension* (EA-HR).

In addition to the Manager 1.51 portal version, the Manager role is also available in a version for SAP NetWeaver Business Client (NWBC) as of SAP enhancement package 5 for SAP ERP 6.0. For more information, see the release note HCM_NWBC_ROLES: **Business Function HCM, Roles for SAP NetWeaver Business Client.**

For more information see the *Enterprise Compensation Management (New)* release note in SAP NetWeaver Library on SAP Help Portal at <http://help.sap.com/netweaver> -> **BI Content** -> **Release Notes SAP NetWeaver 7.0 BI Content Add-On 5, SP01.**

Effects on Existing Data

The business function comprises the following new objects:

New user interfaces:

- o **Web Dynpro ABAP applications**
 - Compensation Planning: HCM_ECM_PLANNING_UI_GAF
 - Compensation Approval: HCM_ECM_PLANNING_UI_GAF with parameter UI_MODE = A
 - Planning Overview: HCM_ECM_PLANNING_OVERVIEW_OIF (enhanced)
 - Compensation Information: HCM_ECM_TEAMVIEWER_OIF
 - Employee Compensation Profile: HCM_ECM_PROFILE_OIF
 - Compensation Comparison: HCM_ECM_SIDE BYSIDE_OIF
- o **New portal content**

New iViews in Business Package for Manager Self-Service 1.51:

 - Compensation Planning: iView com.sap.pct.erp.mss.compensation_planning with Web Dynpro application HCM_ECM_PLANNING_UI_GAF
 - Compensation Approval: iView com.sap.pct.erp.mss.compensation_approval with Web Dynpro application HCM_ECM_PLANNING_UI_GAF with parameter UI_MODE = A
 - Planning Overview: iView com.sap.pct.erp.mss.compensation_overview with Web Dynpro application HCM_ECM_PLANNING_OVERVIEW_OIF
 - Compensation Information: iView com.sap.pct.erp.mss.compensation_information with Web Dynpro application HCM_ECM_TEAMVIEWER_OIF
 - Employee Compensation Profile: iView com.sap.pct.erp.mss.compensation_profile with Web Dynpro application HCM_ECM_PROFILE_OIF
 - Compensation Comparison: iView com.sap.pct.erp.mss.compensation_comparison with Web Dynpro application HCM_ECM_SIDE BYSIDE_OIF
- o **Enhanced Reports**

The following reports have been enhanced:

- *Administer Org. Units and Budgets for Comp. Planning Process*
(RHECM_PROCESS_SUPPORT_FOR_PLNG)
For more detailed information, see the **documentation**.
- *Change Compensation Process Status*
(RHECM_CHANGE_PROC_STATUS)
For more detailed information, see the **documentation**.

Effects on Customizing

You make the relevant Customizing settings for Enterprise Compensation Management in the following activities:

- o Compensation reviews and compensation plans
Define Compensation Reviews
- o Process types
Configure Planning Process and Planning Overview
- o User interfaces
All required settings under *User Interface for Compensation Planning*.
- o Budget
 - **Specify Attributes for Each Budget Type and Year**
 - **List Cost Components for Each Budget Type and Year**
 - **BAdI: Calculation of Budget Amount for Each Employee**
- o Global employees
 - **Select Process Override for Global Employees**
 - **BAdI: Determination of Personnel Number and Compensation Area for Aspects**
 - Central settings are made in the *Management of Global Employees* (PA-GE) application component.
- o Workflow
 - **Review Workflows for Compensation Planning Cycle**
 - **Enhanced Messaging for Workflow**
- o Different forms
 - **Set Different Forms**
 - **Define Feature for Form Grouping**

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> Business Functions -> Business Functions in SAP ERP -> Enterprise Business Functions -> Human Capital Management -> HCM, Enterprise Compensation Management 02**

SAP Library for SAP NetWeaver on SAP Help Portal at <http://help.sap.com/netweaver> -> **BI Content -> SAP NetWeaver 7.0 BI Content Add-On 5 SP01 -> Human Resources -> Enterprise Compensation Management**

Business Function HCM, Learning Solution 03

HCM_LSO_CI_3: Business Function HCM, Learning Solution 03 (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRGXX 605), the business function **HCM, Learning Solution 03** (HCM_LSO_CI_3) is available.

With this business function, course administrators, talent development specialists, and HR administrators can get an overview of the education and training programs in their respective area of responsibility. This enables you to analyze business processes and business activities in your organization's area of education and training as well as to identify trends and their causes and effects. You can set up cross-component evaluations and learning statistics as a means of identifying correlations of education and training with other components, such as **Talent Management**.

For more information, see the release note **SAP Learning Solution (New)** in SAP NetWeaver Library on SAP Help Portal at <http://help.sap.com/netweaver> -> **BI Content** -> **Release Notes SAP NetWeaver 7.0 BI Content Add-On 5, SP01**.

The HCM_LSO_CI3 business function supplements the **HCM, Cross Analytics** business function (HCM_ANALYTICS_1).

For more information, see the following release note:

HCH_ANALYTICS_1: Business Function HCM, Cross Analytics (New)

Note

To use this business function, you must activate the Enterprise Extension **Human Capital Management (EA-HR)**.

Effects on Existing Data

The following analysis tools are available to you:

- o BI Content for Learning Solution
With SAP NetWeaver 7.0 BI Content Add-On 5, the **Learning Statistics for Talent Management/Organizational Management** query (0LSO_MP03_Q0001) is delivered with the **Learning Solution** InfoArea for cross-component data analysis of training activities.
- o Dashboards for Learning Solution
To analyze data in a user friendly graphical layout, SAP delivers the following dashboards (created with Xcelsius® software):
 - **Training Activities of Talent Groups** (OXC_LSO_MP03_D01)
 - **Training Activities of the Organization** (OXC_LSO_MP03_D02)

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages** -> **ERP Central Component Enhancement Package 5** -> **Business Functions (SAP Enhancement Package 5 SAP ERP 6.0)** -> **Business Functions in SAP ERP** -> **Enterprise Business Functions** -> **Human Capital Management** -> **HCM, Learning Solution 03**

HCM, Cross Analytics

Use

As of SAP Business Suite Foundation 7.02 (SAP_BS_FND 702), the business function **HCM, Cross Analytics** is available for the Human Capital Management (HCM) area. This business function does not activate any functions, rather it is for information purposes only. You can use the new functions to which this business function refers to perform cross analyses and benchmarking for the HCM processes for **Personnel Administration** and **Talent Management**, for Compensation, and all of your employees' training activities.

Note

The complete BI Content functions on which this business function is based are only available if you implement SAP enhancement package 5 for SAP ERP 6.0, as well as SAP NetWeaver 7.0 BI Content Add-On 5 and Extension for SAP NetWeaver 7.02 BI Content Add-On. Additionally, you must have activated the following business functions:

- **HCM, Core Processes in Talent Management 02** (HCM_TMC_CI_2)
- **HCM, Enterprise Compensation Management 02** (HCM_ECM_CI_2)
- **HCM, Learning Solution 03** (HCM_LSO_CI_3)

For more information about these business functions, see the relevant release note and business function description.

You can use the tools of SAP NetWeaver Business Warehouse and the dashboards of SAP BusinessObjects Xcelsius Enterprise to analyze these processes:

- o SAP NetWeaver Business Warehouse provides you with flexible reporting, analysis, and planning tools for data analysis and interpretation.
- o Furthermore, Xcelsius dashboards enable you to display interactive analyses that are aesthetically pleasing and clear. The following dashboards are available for this purpose:
 - **Succession Planning Monitor** (0XC_TMC_MP01_D01)
 - **Talent Supply** (0XC_TMC_MP02_D01)
 - **Utilization of Talents** (0XC_TMC_MP01_D02)
 - **Human Capital Management Dashboard** (0XC_PA_C01_D01)
 - **Potential and Performance Analysis** (0XC_TMC_MP02_D02)
 - **Strengths and Risks in the Organization** (0XC_STRENGTHS_RISKS)
 - **Skills and Competencies** (0XC_SKILLS_COMPETENCIES)
 - **Learning Activities of Talents** (0XC_LSO_MP03_D01)
 - **Learning Activities of the Organization** (0XC_LSO_MP03_D02)
 - **Compensation Monitor** (0XC_COMPENSATION_MONITOR)

Note

To display the Xcelsius dashboards provided, you require version 9 of the Adobe Flash Player.

To create your own dashboards, you require SAP BusinessObjects Xcelsius

Enterprise 2008 (SP03 FP1). Note the corresponding license terms here.
The following system prerequisites also apply to Xcelsius dashboards:

- SAP NetWeaver 7.0 including enhancement package 2 (SP04)
- SAP NetWeaver 7.0 BI Content Add-On 5
- Extension for SAP NetWeaver 7.02 BI Content Add-On 5

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> Business Functions -> Business Functions in SAP ERP -> Enterprise Business Functions -> Human Capital Management**

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> Processes and Tools for Enterprise Applications (CA-EPT) -> Embedded Analytics**

Business Function HCM, Performance Management 02

HCM_OSA_CI_2: Business Function HCM, Performance Management 02 (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0, Enterprise Extension **Human Capital Management** (EA-HRGXX 605) the **HCM, Performance Management 02** (HCM_OSA_CI_2) business function is available. With this business function, you can configure additional new features to optimize your enterprise's appraisal processes and make them more efficient. These new features include:

Web application for the predefined Performance Management process

- o Enhancements for the appraisal template (short form: template) in the Performance Management process (Customizing: Define Templates for Performance Management)
An improved and enhanced user guide is available to administrators for configuring the appraisal template before the start of the process. This includes:
 - Hide or show review phase
Before the start of the process, administrators can decide whether they want a review phase to be available to managers and employees during the process.
 - Hide or show meeting scheduling in the planning and review phases
Before the start of the process, administrators can decide if they want managers to have the option of scheduling a meeting with the employee before the start of the planning and review phases.
- o Enhancements for the configuration of the Performance Management process (Customizing: Configure Performance Management Process)
A simplified Web application is available to administrators for setting up the process. Administrators can use this application to enter, among other things, the texts required for the process (such as the title or description) for both managers and employees **based on role**. You can make the texts for the process available in additional languages.
Administrators can also make multiple processes available, each with an appraisal template. The process and its appraisal template may look different depending on the process requirements in order to fulfill these chosen requirements.

Effects on Customizing

You make the Customizing settings for these functions in Customizing for *Objective Setting and Appraisals* under *Settings for Predefined Performance Management Process*:

- o **Configure Template for Performance Management Process**
- o **Edit Performance Management Process**

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages** -> **ERP Central Component Enhancement Package 5** -> **Business Functions** -> **Business Functions in SAP ERP** -> **Enterprise Business Functions** -> **Human Capital Management** -> **HCM, Performance Management 02**

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages** -> **ERP Central Component Enhancement Package 5** -> **SAP ERP Central Component** -> **Human Resources** -> **Talent Management** -> **Objective Setting and Appraisals**

Business Function HCM, Core Processes in Talent Management 02

HCM_TMC_CI_2: Business Function HCM, Core Processes in Talent Management 02 (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRGXX 605), the ***HCM, Core Processes in Talent Management 02*** (HCM_TMC_CI_2) business function is available.

You can use this business function to perform integrated analyses for data from Talent Management and Personnel Administration. You can also transfer existing Talent Management data from other applications into Talent Management. The business function also comprises functional enhancements and usability improvements, for example, for the talent assessment and calibration grid. The automatic delimitation of talent relationships and successor relationships also ensures that evaluations for Talent Management are based on correct data.

For more information, see the following release notes:

- o **HCM_ANALYTICS_1: Business Function HCM, Cross Analytics (New)**
- o ***Talent Management and Talent Development (New)*** in SAP NetWeaver Library under ***BI Content*** -> ***Release Notes SAP NetWeaver 7.0 BI Content Add-On 5, SP01***
- o **HCM_TMC_CI_2: Transfer of Data to Talent Management (New)**
- o **HCM_TMC_CI_2: Functional Enhancements in Talent Management (New)**

Note

As of SAP enhancement package 5 for SAP ERP 6.0, the ***Talent Management Specialist*** role is also available in a version for SAP NetWeaver Business Client (NWBC), as an alternative to the ***Talent Management Specialist 1.51*** portal version. For more information, see the release note **HCM_NWBC_ROLES: Business Function HCM, Roles for SAP NetWeaver**.

To use the business function HCM_TMC_CI_2, you must also activate the business function ***HCM, Core Processes in Talent Management*** (HCM_TMC_CI_1). For more information about this business function, see the release note **HCM_TMC_CI_1: Business Function HCM, Core Processes in Talent Management (New)**.

To use the business function HCM_TMC_CI_2, you must activate the ***Human Capital Management*** Enterprise Extension (EA-HR).

Effects on Existing Data

BI Content for Talent Management and Talent Development

- o The new ***Talent Management and Talent Development*** (0PA_TMC) InfoArea is provided with SAP NetWeaver 7.0 BI Content Add-On 5. This InfoArea comprises the BI Content objects for analyzing Talent Management data.

Note

Note that once you have activated the business functions HCM_TMC_CI_1 and HCM_TMC_CI_2, you should only use the new BI Content of the **Talent Management and Talent Development** InfoArea. Previous deliveries of BI Content for the Talent Management area are thus obsolete. For more information, see SAP Note 1223936.

- o The talent management specialist has a launchpad available that he or she can use to display queries from the **Talent Management and Talent Development** InfoArea, dashboards from SAP BusinessObjects Xcelsius, and a log of the automatically delimited and deleted successor assignments and talent assignments. The launchpad is available in the following role versions:
 - Workset **Reports** (com.sap.pct.erp.tms.15.reporting) with the iView **Reports** (com.sap.pct.erp.tms.15.reporting) in the **Talent Management Specialist 1.51** portal role of the Business Package for Talent Management Specialist 1.51
 - Service **Reports** in the NWBC role **Talent Management Specialist**

Transfer of Data to Talent Management

See release note **HCM_TMC_CI_2: Transfer of Data to Talent Management (New)**.

Functional Enhancements in Talent Management

See release note **HCM_TMC_CI_2: Functional Enhancements in Talent Management (New)**.

Effects on Customizing**BI Content for Talent Management and Talent Development**

You make the Customizing settings for the launchpad in Customizing for **Talent Management and Talent Development**, by choosing **Reports -> Set Up Launchpad**.

Xcelsius Dashboards

If you want to use dashboards from SAP BusinessObjects Xcelsius Enterprise, you have a BAdI implementation available for this, which is in Customizing for **Talent Management and Talent Development** under **Reports -> BAdI: Prefilling of Parameters for Xcelsius Dashboards**.

Transfer of Data to Talent Management

See release note **HCM_TMC_CI_2: Transfer of Data to Talent Management (New)**.

Functional Enhancements in Talent Management

See release note **HCM_TMC_CI_2: Functional Enhancements in Talent Management (New)**.

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> Business Functions -> Business Functions in SAP ERP -> Enterprise Business Functions -> Human Capital Management -> HCM, Core Processes in Talent Management 02**

SAP Library for SAP NetWeaver on SAP Help Portal at

<http://help.sap.com/netweaver> -> [BI Content](#) -> [SAP NetWeaver 7.0 BI Content Add-On 5 SP01](#) -> [Human Resources](#) -> [Talent Management and Talent Development](#)

HCM_TMC_CI_2: Transfer of Data to Talent Management (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRGXX 605), business function **HCM, Core Processes in Talent Management 02** (HCM_TMC_CI_2), you can transfer existing Talent Management data from other applications to Talent Management. You can thus continue to use data from talent groups that you previously implemented for Succession Planning based on SAP E-Recruiting in the Talent Management talent groups, for example.

Effects on Existing Data

The following new reports are available for transferring data to Talent Management:

- o **Customizing Synchronization of Talent Profile with Candidate Profile** (RPTMC_TP_SYNC_EDU_WE_CUST_RCF)
- o **Synchronization of Talent Profile with Candidate Profile** (RPTMC_TP_SYNC_EDU_WE_RCF)
- o **Transfer Talent Groups from E-Recruiting to Talent Management** (RPTMC_MIGRATE_TALENT_GROUPS)
- o **Transfer Successor Assignments to Talent Management** (RPTMC_MIGRATE_SUCCESSIONS)
- o **Transfer Performance and Potential Values to Talent Management** (RPTMC_MIGRATE_PERFPOT)

See also

Release note **HCM_TMC_CI_2: Business Function HCM, Core Processes in Talent Management 02 (New)**

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> SAP ERP Central Component -> Human Resources -> Talent Management -> Talent Management and Talent Development -> Transfer of Data to Talent Management**

SAP Note 1272565

HCM_TMC_CI_2: Functional Enhancements in Talent Management (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRGXX 605), business function **HCM, Core Processes in Talent Management 02** (HCM_TMC_CI_2), the following functional enhancements and usability improvements are available for Talent Management and Talent Development:

- o Discussing talents with missing or invalid performance assessment and/or potential assessment in talent review meetings
- o Printing the talent profile
- o Printing the calibration grid
- o Displaying the side-by-side comparison
- o Transferring competency assessments to the qualifications profile
- o Creating appraisal templates for talent assessments
- o Deleting talent assessments not completed
- o Automatic limiting of the validity for successor assignments and talent assignments

Effects on Existing Data

The business function HCM_TMC_CI_2 has the following effects on the user interfaces:

Printing the Talent Profile

The detailed talent profile (Web Dynpro application HRTMC_LONG_PROFILE) contains a print preview function. You can display the talent profile as a PDF file and then print it.

Printing the Calibration Grid

- o When creating handouts (Web Dynpro application HRTMC_RM_MAINTENANCE), you can insert the calibration grid into the handouts.
- o The context menu for the grid view of talent review meetings (Web Dynpro application HRTMC_RM_PRESENTATION) and the application for the talent assessment (Web Dynpro application HRTMC_TA_DASHBOARD) contain a print preview function. You can display the calibration grid as a PDF file and then print it.

Displaying the Side-By-Side Comparison

When you compare talents, the categories of the short profiles of the talents (for example, the talent data or the organizational assignment) are displayed vertically in parallel.

Discussing Talents with Missing or Invalid Performance Assessment and/or Potential Assessment in Talent Review Meetings

- o When preparing talent review meetings (Web Dynpro application HRTMC_RM_MAINTENANCE), you can add talents without a valid performance assessment and/or potential assessment to the agenda topics.
- o In the grid view of talent review meetings (Web Dynpro application HRTMC_RM_PRESENTATION), talents without a valid performance assessment and/or potential assessment are displayed in a separate **Open**

Assessments screen area. You can calibrate these talents in the calibration grid.

Transferring Competency Assessments to the Qualifications Profile

- o When creating appraisal templates for competency assessments (Web Dynpro application HAP_A_TM_CONF), the new **Transfer Competencies to Qualifications Profile** checkbox is available. You can thus specify that the competency assessments are to be transferred to an employee's qualifications profile as soon as the manager completes an appraisal document that is based on this template.
- o To transfer competency assessments to the qualifications profile, the system uses the new **Follow-Up (Background) – Transfer Competencies** implementation (HRTMC_TRANSFER_COMP) of the Business Add-In (BAI) **Appraisal Document – Follow-Up Processing (Background)** (HRHAP00_FOLLOW_UP).
- o The new **Transfer Competency Assessments to Qualifications Profile** report (RPTMC_COMPETENCY_FOLLOW_UP) is available, which you can use to transfer existing competency assessments to the qualifications profile retroactively.

Creating Appraisal Templates for Talent Assessments

The application for creating appraisal templates (Web Dynpro application HAP_A_TM_CONF) was also enhanced with the following functions:

- o You can copy appraisal templates.
- o You can delete appraisal templates on which no appraisal documents are based.

Deleting Talent Assessments

The application for the talent assessment (Web Dynpro application HRTMC_TA_DASHBOARD) includes a new pushbutton that you can use to delete talent assessments, provided that they have not yet been completed.

Automatic Limiting of the Validity for Successor Assignments and Talent Assignments

When HR administrators edit the master data for employees that are leaving the company or are entering retirement, the system automatically delimits their successor assignments and talent assignments.

The new **Clean-Up of Inconsistent Successor and Talent Assignments** report (RPTMC_ADJUST_TM_RELATIONS) is available, which you can use to display and clean up inconsistent successor assignments and talent assignments that might exist in your system.

Note

To avoid inconsistent successor assignments when you assign successors to positions, the system now checks whether the employee that you want to assign as a successor is already the holder of the position.

Effects on Customizing

You make the Customizing settings for these functions in the following Customizing activities for Talent Management and Talent Development:

Printing the Talent Profile

Basic Settings -> PDF-Based Documents in Talent Management -> Edit Application Forms in the Print Workbench and **Assign Application**

Forms to Elements of PDF-Based Documents

You copy the standard application forms HRTMC_TALENT_PROFILE for the detailed talent profile and/or HRTMC_SHORT_PROFILE for the short profile to the productive client and assign them to the parameters TALENT_PROFILE or TALENT_SHORT_PROFILE respectively. Alternatively, you can create customer application forms and assign them to these parameters.

Note

If you have already made the settings for these application forms for the business function HCM_TMC_CI_1, you do not need to take any action.

Printing the Calibration Grid

Basic Settings -> PDF-Based Documents in Talent Management -> Edit Application Forms in the Print Workbench and Assign Application Forms to Elements of PDF-Based Documents

You copy the standard application form HRTMC_CALIBRATION_GRID to the productive client and assign it to the parameter CALIBRATION_GRID. Alternatively, you can create a customer application form and assign it to the parameter CALIBRATION_GRID.

Note

If no application form is assigned to the parameter CALIBRATION_GRID, the system hides the new options in the dialog box for creating handouts.

Displaying the Side-By-Side Comparison

No Customizing settings are required here.

Discussing Talents with Invalid Performance Assessment and/or Potential Assessment in Talent Review Meetings

Talent Review Meeting -> Make Further Settings for Talent Review Meetings

You make settings for the parameter SUPPORT_UNAPPRAISED_TALENTS. For more information, see **Handling of Talents Without Appraisal**.

Basic Settings -> Analysis Periods for Performance and Potential Values -> Make Settings for Analysis Periods and Specify Analysis Periods to Be Used

If you use customer processes to assess performance and potential, we recommend that you create analysis periods here whose key dates are at the end of the analysis period.

Transferring Competency Assessments to the Qualifications Profile

Talent Assessment -> Define Forms for Talent Assessment

You create a new appraisal template for competency assessments and select the new **Transfer Competencies to Qualifications Profile** checkbox in this template.

Talent Assessment -> Define Process Periods and Groupings

You delimit the process period with the previously used appraisal template for competency assessments and create a new process period with the new appraisal template.

Talent Assessment -> Retroactively Transfer Competencies to Qualifications Profile

You can use report RPTMC_COMPETENCY_FOLLOW_UP to transfer existing competency assessments to the qualifications profile retroactively.

Talent Assessment -> Make Further Settings for Talent Review Assessment

- You can use the parameter COMPETENCY_FOLLOW_UP to define that a customer implementation is to be used instead of the standard implementation of the BAdI HRHAP00_FOLLOW_UP.
- You can use parameter READ_COMPS_FROM_SKILLPROFILE to define that the system displays the competency assessments from the qualifications profile on the user interface instead of the competency assessments from the appraisal document.

Basic Settings -> Adjusting the User Interfaces -> Configurations for Data Retrieval -> Create Categories and BAdI: Evaluate Fields for Data Retrieval

The new category SAP_QPROF and the new BAdI implementation HRTMC_IM_DR_FIELDS_Q_PROFILE are available, which retrieve all qualifications, including competencies, from the qualifications profile instead of from the appraisal documents. In the standard system, the category and the BAdI implementation are not used.

Deleting Talent Assessments

No Customizing settings are required here.

Automatic Limiting of the Validity for Successor Assignments and Talent Assignments

Basic Settings -> Automatic Validity Limitation for Successor and Talent Assignments -> Specify Triggering Status Change for Delimitation/Deletion of Assignments

You can change the employment status that causes the successor assignments and talent assignments to be delimited or deleted.

Basic Settings -> Automatic Validity Limitation for Successor and Talent Assignments -> Retroactively Delimit or Delete Existing Assignments

You can use report RPTMC_ADJUST_TM_RELATIONS to display and clean up inconsistent successor assignments and talent assignments.

See also

Release note HCM_TMC_CI_2: Business Function HCM, Core Processes in Talent Management 02 (New)

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> SAP ERP Central Component -> Human Resources -> Talent Management -> Talent Management and Talent Development ->**

- **Talent Profile -> Talent Profile for Managers and Talent Management Specialists**
- **Talent Review Meeting -> Planning and Preparation of Talent Review Meetings**
- **Talent Review Meeting -> Conduction of Talent Review Meetings**
- **Talent Review Meeting -> Discussion of Talents with Invalid**

Performance/Potential Assessment in Talent Review Meetings

- o ***Talent Assessment -> Transfer of Competency Assessments to Employee's Qualifications Profile***
- o ***Talent Assessment***
- o ***Organizational Basics of Talent Management -> Automatic Validity Limitation for Successor and Talent Assignments***

Travel Management

Business Function Travel Management, Enablement for Shared Services

FIN_SSC_TIC_1: BF Travel Management, Enablement for SSC (New)

Use

As of SAP enhancement package 5 for SAP ECC 6.0 (EA-HRGXX 605), Enterprise Extension ***Travel Management Extension (EA-TRV 605)***, the business function ***Travel Management, Enablement for Shared Services (FIN_SSC_TIC_1)*** is available. With this business function, your users are able to create service requests in the following applications of Travel Management:

- o Travel Expense Manager (transaction PR05)
- o Travel Manager (transaction TRIP)
- o Expense Report in the Web Dynpro ABAP-based user interface
- o Express Expense Sheet in the Web Dynpro ABAP-based user interface
- o Work centers in the Web Dynpro ABAP-based user interface
 - Traveler Work Center
 - Travel Assistant Work Center
 - Approving Manager Work Center

In conjunction with SAP enhancement package 1 for SAP CRM 7.0, this business function supports the operation of a Travel Interaction Center (TIC), which runs in SAP Customer Relationship Management (SAP CRM). For this to work, the business function ***Multifunctional Shared Service Interaction Center (CRM_SHSVC)*** must be activated in the CRM system.

Manual Creation of Service Requests

Service requests serve as the means of communication between SAP ERP and the Travel Interaction Center. The ability to launch a service request from an ERP transaction means that a user in the ERP system, such as a traveler, who comes across an exception, can forward details of this exception to an agent in the Travel Interaction Center for resolution.

When a service request is launched from within an application, fields are automatically prefilled with contextual information from the ERP system. This includes a link to the respective application, which an agent in the Travel Interaction Center can use to launch the application with the respective trip number, personnel number, or user name in the ERP system. This enables smooth and efficient transfer of information and reduces the likelihood of the necessity for further communication steps.

Business Add-Ins (BAIs) provided by SAP allow you to tailor the transfer of data from source fields in SAP ERP to target fields in the service request. This is important for circumstances in which you need to change this context information by setting values expected in the SAP CRM user interface. You can also add your own source fields.

Effects on Existing Data

The Travel Management applications contain ***Service Request*** or ***Create Service***

Request buttons, which users can choose to launch a service request.

In the PR05 and TRIP transactions, the users can choose **Help -> Service Request** from the menu bar to launch a service request.

You can continue using existing travel data without restrictions.

Effects on System Administration

Before a user in SAP ERP can create service requests, the same user name must exist in the SAP CRM system and be assigned to the business role **Occasional User** (SSF_OCCUSER).

Effects on Customizing

To set up the manual creation of service requests, perform the following Customizing activities:

- o **Activate Manual Service Request Creation for Activities**
In this Customizing activity, you can decide in which applications or steps within applications manual creation of service requests is enabled.
- o **Determine Service Request Attributes from Application Context**
In this Customizing activity, you define the default values of the attributes of the service request according to the application context. In runtime, the system prefills the target fields of the service request (such as description, category, priority) with the default values.
- o **BAdI: Enhance Source Fields**
You can implement this BAdI to enhance the list of source fields in the application contexts of Travel Management applications. If you implement this BAdI, you also have to implement the BAdIs of those activities that you want to use in the Shared Services Framework:
 - **BAdI: Assign Values in Application Context for Travel Expenses**
 - **BAdI: Assign Values in Application Context for WDA Express Expense Sheet**
 - **BAdI: Assign Values in Application Context for WDA Expense Report**
 - **BAdI: Assign Values in Application Context for WDA Work Center**

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> Business Functions (SAP Enhancement Package 5 for SAP ERP 6.0) -> Business Functions in SAP ERP -> Enterprise Business Functions -> Accounting -> Financial Accounting (FI) -> Travel Management -> Travel Management, Enablement for Shared Services**

Workforce Deployment

Business Function HCM, Enterprise Services 02

HCM_SRV_CI_2: Business Function HCM, Enterprise Services 02 (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0, Enterprise Extension **Human Capital Management** (EA-HRGX 605) the business function **HCM, Enterprise Services 02** (HCM_SRV_CI_2) is available. You can use this business function to control communication between an external system, such as an external shift planning system, and the *SAP ERP Human Capital Management* system (SAP ERP HCM system) for the *Personnel Administration* and *Time Management* application components. This integration enables you to exchange required employees and their related data between the two systems efficiently so that you can, for example, perform any pending shift planning for the relevant employees with an external shift planning system.

The enterprise services enable you to map business processes regardless of whether you have an SAP ERP HCM system for shift planning or have chosen an third-party product. Along with the ability to exchange data between systems, you can use these enterprise services to develop your own applications.

For more information, see the following release notes:

- o **Personnel Administration**
- o **Personnel Time Management**

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages** -> **ERP Central Component Enhancement Package 5** -> **Business Functions** -> **Business Functions in SAP ERP** -> **Enterprise Business Functions** -> **Human Capital Management** -> **HCM, Enterprise Services 02**

HCM_SRV_CI_2: Personnel Administration (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0, enterprise extension **Human Capital Management** (EA-HRGXX 605), business function **HCM, Enterprise Services 02** (HCM_SRV_CI_2), you can exchange employee master data between the system for **SAP ERP Human Capital Management** (SAP ERP HCM system) and an external system. To do this, the following new enterprise services are available in the **Business Partner Data Management** process component:

Business object: **Employee**

- o Service interface: **Employee In**
 - Operation: **Query Employee by Elements**

You can use this operation to read employee master data for a particular employee and time period in your system for **SAP ERP Human Capital Management** (SAP ERP HCM system) in order to make the data available in another system, such as an SAP project planning system or an external time management system.

You use this operation along with the operation **Respond Employee by Elements**.
- o Service interface: **Employee Notification Out**
 - Operation: **Respond Employee by Elements**

You can use this operation to send a list of employee master data from the SAP ERP HCM system for the employees defined in the query (**Query Employee by Elements**) and for the selected time period.

You use this operation along with the operation **Query Employee by Elements**.
- o Service interface: **Employee Event Out**
 - Service operation: **Inform of Employee**

You can use this operation to send information about changes to employee master data from the SAP ERP HCM system to the external system.

Effects on Customizing

If you want to use listed the enterprise services and operations with business events, you must first make the necessary settings. You make the Customizing settings for these functions in Customizing for **Personnel Administration** under **Enterprise Services -> Business Partner Data Management**.

- o **BAdI: Check of Relevant Employees**

See also

Release note **HCM_SRV_CI_2: Business Function HCM, Enterprise Services 02 (New)**

HCM_SRV_CI_2: Personnel Time Management (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0, Enterprise Extension **Human Capital Management** (EA-HRGXX 605), business function **HCM, Enterprise Services 02** (HCM_SRV_CI_2), you can exchange employee time data between the system for **SAP ERP Human Capital Management** (SAP ERP HCM system) and an external system. To do this, the following new enterprise services are available in the **Time and Labour Management** process component:

Business object: **Employee Time Agreement**:

- o Service interface: **Employee Time Agreement In**
 - Operation: **Query Planned Working Time Provisions by Elements**
You can use this operation to define a query for the working time provisions or planned working time provisions for employee time agreements. The operation provides selection criteria for deciding which employee information is returned as a part of the response.
You use this operation along with the operation **Respond Planned Working Time Provisions by Elements**.

- o Service interface: **Employee Time Agreement Out**
 - Operation: **Respond Planned Working Time Provisions by Elements**
You can use this operation to provide a list of employee time agreements with working time provisions or planned working time provisions based on the query elements. The data for all employees who fulfill the selection criteria of the query elements is returned.
You use this operation along with the operation **Query Planned Working Time Provisions by Elements**.

- o Service interface: **Employee Time Agreement Event Out**
 - Operation: **Inform of Planned Working Time Provisions**
You use this operation to send information about changes to employees' working time provisions from the SAP ERP HCM system to the external system.

Business object: **Employee Time**:

- o Service interface: **Employee Time In**
 - Operation: **Query Employee Time by Elements**
You can use this operation to define a query of which employee times are to be read from the SAP ERP HCM system. The employee times are provided in an additional response operation as a list.
You use this operation along with the operation **Respond Employee Time by Elements**.
 - Operation: **Maintain Employee Time**
You can use this operation to create, change, and delete employee times.

- o Service interface: **Employee Time Out**
 - Operation: **Respond Employee Time by Elements**
This operation provides you with a list of the employee times you have previously queried in the SAP ERP HCM system.
You use this operation along with the operation **Query Employee Time by Elements**.
- o Service interface: **Employee Time Event Out**
 - Operation: **Inform of Employee Time**
You use this operation to send information about changes to employee times from the SAP ERP HCM system to the external system.

Business object: **Employee Time Account**.

- o Service interface: **Query Employee Time Account In**
 - Operation: **Find Employee Time Account for Administrator by Elements**
You can use this operation to read working time accounts. Time administrators can use this operation to derive information about individual working time accounts without having to summarize time balances.

Effects on Customizing

If you want to use the enterprise services and operations listed with business events, you must first make the necessary settings. You make the Customizing settings for these functions in Customizing for **Personnel Time Administration** under **Enterprise Services**:

- o **BAdI: Business Event for Employee Times**
- o **BAdI: Check of Relevant Employees**
- o **BAdI: Check of Relevant Employee Times**

See also

Release note: **HCM_SRV_CI_2: Business Function HCM, Enterprise Services 02 (New)**

Workforce Process Management

Business Function HCM, Administrative Services 03

HCM_ASR_CI_3: Business Function HCM, Administrative Services 03 (New)

Use

As of SAP ECC 6.0, Enterprise Extension Human Capital Management, enhancement package 5 (EA-HR 605), the ***HCM, Administrative Services 03*** (HCM_ASR_CI_3) business function is available.

With this business function you can activate the following functions that are available for *HCM Processes and Forms*:

- o **User interface enhancements:**
 - User interface harmonization: All user interfaces for HCM Processes and Forms are now based on a common architecture and framework, Floorplan Manager (FPM). This has the following advantages:
 - i) All features behave in the same way across all integrated roles and across different types of processes (Employee and Organizational Management Processes).
 - ii) As FPM is an adaptable framework, it is now possible to adapt and enhance the user interfaces (UI) with one common technology whereas, previously, you had to adapt different underlying architectures.
 - User interface flexibility: The UI flexibility is a direct result of the above described use of the FPM framework. You can adapt different UI elements such as roadmap texts and button texts using FPM application configurations.
 - User interface enabling for Concurrent Employment (CE) support: When starting a process, the end user is now informed if an employee has multiple assignments.
 - Hiring for *Manager* portal role: Through a role-specific configuration it is now possible to implement an iView which allows the manager to execute a hiring process using a form.
- o **New BI Content for Organizational Management processes:**
 - The BI Content of *HCM Processes and Forms* now also takes into consideration the Organizational Management process instances.
 - The BI Content has been enhanced with the following 4 queries regarding the Organizational Management process instances:
 - i) *Number of Processes (PA & PD)* - Technical name: 0AS_MC01_Q0008
 - ii) *Number of Processes (PD)* - Technical name: 0AS_MC01_Q0009
 - iii) *Execution Time, Retention Time and Processing Time (PA & PD)* - Technical name: 0AS_MC01_Q0010

iv) *Execution Time, Retention Time and Processing Time (PD)* - Technical name: OAS_MC01_Q0011

Note

As of SAP enhancement package 5 for SAP ERP 6.0, for the role *HR Administrator*, in addition to the portal version *HR Administrator 1.51*, there is a version available for the SAP NetWeaver Business Client (NWBC). For more information, see the **HCM_NWBC_ROLES: Business Function HCM, Roles for SAP NetWeaver Business Client** release note.

You have activated the Business Function **HCM, Administrative Services 02** (HCM_ASR_CI_2) in your ERP system.

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> Business Functions (SAP Enhancement Package 5 for SAP ERP 6.0) -> Business Functions in SAP ERP -> Enterprise Business Functions -> Human Capital Management-> HCM, Administrative Services 03.

Business Function HCM, SAP E-Recruiting 4

HCM_ERC_CI_4: Business Function HCM, SAP E-Recruiting 4 (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0, Enterprise Extension **ERECRUIT (SAP E-Recruiting 605)**, the business function **HCM, SAP E-Recruiting 4 (HCM_ERC_CI_4)** is available. You can use this business function to make the entire application management process more efficient. To achieve this, the business function contains numerous functional enhancements.

For more information, see the following release notes:

- **HCM_ERC_CI_4: Additional Enterprise SOA Services, SAP E-Recruiting**
- **HCM_ERC_CI_4: Enhancements in Applicant Tracking (New)**
- **HCM_ERC_CI_4: Enhancements in Requisition Management (New)**
- **HCM_ERC_CI_4: Enhancements for the Candidate (New)**
- **HCM_ERC_CI_4: Registration and Application with E-Mail Verification (New)**

Note

As of SAP enhancement package 5 for SAP ERP 6.0, the Recruiter and Recruiting Administrator roles are also available in a version for SAP NetWeaver Business Client (NWBC), in addition to the Recruiter 1.51 and Recruiting Administrator 1.51 portal versions. For more information, see the release note **HCM_NWBC_ROLES: Business Function HCM, Roles for SAP NetWeaver Business Client (New)**.

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages** -> **ERP Central Component Enhancement Package 5** -> **Business Functions** -> **Business Functions in SAP ERP** -> **Enterprise Business Functions** -> **Human Capital Management** -> **HCM, SAP E-Recruiting 4**

HCM_ERC_CI_4: Additional Enterprise SOA Services, SAP E-Recruiting (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (ERECRUIT 605), business function *HCM, SAP E-Recruiting 4* (HCM_ERC_CI_4), you can take advantage of deeper integration with SAP E-Recruiting when hiring a candidate, especially in relation to talent management and talent development processes. In addition to basic data about the candidate to be hired, such as name, date of birth, and contact information, implementation of the business function also permits information about the candidate's work experience, education, and qualifications - along with customer-specific fields - to be transferred from SAP E-Recruiting into SAP ERP Human Capital Management (SAP ERP HCM).

- o **Note**
This business function only delivers functionality, with the associated interfaces, that relates to SAP E-Recruiting.

In conjunction with this business function, two new asynchronous SOA services have been delivered for use in association with SAP E-Recruiting. The first enables customers to send data *from* SAP E-Recruiting for subsequent consumption - for example, in SAP ERP HCM - while the second is capable of updating data *in* SAP E-Recruiting. Each service is listed in turn below, by technical name, functional area, definition, and business usage.

The following new enterprise SOA services are available:

- o Technical Name:
PersonnelHiringERPCreateRequest_Out
 - Area:
Data Transfer for New Employees
 - Definition:
A candidate in SAP E-Recruiting is hired and the existing data of the candidate in SAP E-Recruiting can be used to create the master data of new employee in the HR system - for example, SAP ERP HCM.
 - Business Usage:
Used to facilitate the transfer of data for newly hired employees from SAP E-Recruiting into the HR system.
- o Technical Name:
PersonnelHiringERPCreateConfirmation_In
 - Area:
Data Transfer for New Employees
 - Definition:
An employee is hired in the HR system by means of employee data derived from candidate data in SAP E-Recruiting. The employee number assigned to the new employee is also assigned to the candidate in SAP E-Recruiting.
 - Business Usage:
Used to simplify the creation of data for newly hired employees on the basis of candidate data in SAP E-Recruiting. Also used to facilitate the transfer of data for newly hired employees from the HR system to SAP E-Recruiting.

Effects on Customizing

To implement this business function, you are required to perform the corresponding settings in the following existing activity delivered in Customizing for **SAP E-Recruiting**:

- o **Applicant Tracking -> Activities -> Set Up Data Transfer for New Employees**

Moreover, for each new SOA service that is delivered, a corresponding Business Add-In (BAI) is available to influence the manner in which these services import, export and process the associated data with relation to SAP E-Recruiting. If desired, you may implement these Business Add-Ins in Customizing for **SAP E-Recruiting**, by means of the activities located under **Technical Settings -> Enhancements for Enterprise SOA Services**.

Within this area, the two associated Business Add-Ins are delivered in the location specified below.

- o Applications
- o Candidacies
- o Candidacy Master Data
- o Requisitions
- o Recruitment Activity Models
- o Questionnaires in Recruitment
- o Data Transfer for New Employees
 - BAI: Enh. for PersonnelHiringERPCreateRequest_Out
 - BAI: Enh. for PersonnelHiringERPCreateConfirmation_In

HCM_ERC_CI_4: Enhancements in Applicant Tracking (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (ERECRUIT 605), business function *HCM, SAP E-Recruiting 4* (HCM_ERC_CI_4), the following enhancements are available within the framework of Applicant Tracking:

Display activities in the activity wizard that were not created using the process template

In the activity wizard, you display the activities from the process template. In addition to displaying the activities that are contained in the process template of the relevant requisition, the activity wizard now also displays the activities that were created and are not part of the process template. These activities appear in the activity wizard below the relevant process under the node *Process Template-Independent Activities*.

This function is active only if you store the value **X** for the parameter ACT_FROM_OUTSIDE_PTL in the Customizing activity *Assign Values to Interface Parameters*.

Display tooltips for activities that were completed using the workflow

Once the business function is activated, the recruiter can recognize activities that were executed automatically by the workflow. In the activity wizard in the *Completed On* column, the system uses a tooltip to indicate which user completed the activity. For the workflow, this is the workflow user.

Send request status for correspondence activities

Until now, in the activity overview or in the activity wizard, the system only indicated whether a correspondence activity was sent by e-mail. The system used an icon in the activity wizard and a text in the activity itself to provide the information that the recruiter had chosen the pushbutton to send the correspondence by e-mail.

Once the business function is activated, the recruiter receives additional information about the *send request status* of the e-mail. This status is read from the list of send requests that were sent via the communication interface *SAPconnect*, and the status is then forwarded to SAP E-Recruiting. The recruiter sees the status as a tooltip for the icon in the activity wizard or as the status information in the activity overview. In this way, the recruiter can see any problems when sending the correspondence, investigate these, and then take appropriate action.

The system displays the *send request status* for activity types of the categories *Simple Correspondence*, *Invitation*, and *Confirmation*, and saves the send request status in the relevant infotypes. The displayed status information is dependent on the *SAPconnect* settings.

Checkboxes for candidacy status on tab page *All of the candidate shortlist*

Until now, all candidacies with the status *In Process* were displayed on the tab page *All of the Candidate Shortlist*. The recruiter could not influence this display. The recruiter could also display candidacies with other statuses (*Rejected*, *To Be Hired*, and *Withdrawn*) in the list and specify a date as a selection criterion.

You can now use the parameter SHOW_PRESEL_STATUS to change this behavior (Customizing activity *Assign Values to Interface Parameters*).

If the value **X** is stored for the parameter, prepopulated checkboxes are visible on the tab page *All of the Candidate Shortlist* for the candidacy statuses *In Process* and *To Be Hired*. The list contains all entries for both statuses. The recruiter can use the checkboxes to decide which entries are to be displayed in the list. The recruiter can

also display entries with the statuses *Rejected* and *Withdrawn* in the list and specify a date as a selection criterion.

Comparison of the short profiles of candidates

The recruiter can use the candidate comparison to place the short profiles of two or more candidates next to each other and compare them side-by-side.

The candidate comparison is available to the recruiter in the following:

- o List of candidates that are assigned to a requisition (candidate assignment list)
- o Search results list of the Candidate Search (not from the search results list of the Quick Search)
- o List of assignments to a talent group

In Customizing for SAP E-Recruiting in the activities under *Configuration for Profile Comparison of Candidates*, you specify the fields contained in the short profile and additional layout information.

Error handling when sending correspondence to multiple candidates (mass activities)

Until now, if an error occurred when sending correspondence to multiple candidates, the system informed the recruiter only that this had led to an error for certain candidates. In the error message, the system listed the candidates for whom no e-mail or postal address was entered. It was not possible for the recruiter to easily investigate the errors or correct them.

Once the business function is activated, if errors occur when sending correspondence, the system displays an error message as a link. The link opens a dialog box that contains a list of all candidates for whom the e-mail or postal address was not maintained or was maintained incorrectly. When the recruiter clicks the candidate's name, the system opens the candidate profile. The recruiter can correct the data stored there and then resend the correspondence.

Workflow task to assign candidacies depending on their source to various processes

Until now, candidacies whose status was changed to *In Process* were always assigned to the *Inbox* process using the workflow (workflow template 51900010 (ERCStatChg_2)), regardless of the candidacy source. The candidacies were then displayed on the corresponding tab page of the *Candidate Shortlist*.

Once the business function is activated, a new version of the workflow template 51900010 is available. The workflow template now contains the additional workflow task TS51907922 (Change Process Assignment) if the status of a candidacy is changed to *In Process*. You can use this task to control to which process the candidacy is to be assigned, depending on the candidacy source. The workflow determines the source and assigns the candidacy to a process stored in Customizing for this source. In addition to the candidacy sources provided by SAP in the standard system, you can use the BAdI HRRCF_DETERMINE_CDCYSRC to include customer-defined sources of your customer-defined scenarios using the workflow task.

You store the assignment of processes to candidacy sources in the Customizing activity *Assign Processes to Candidacy Sources*. You can use the Customizing activity *BAdI: Determine Candidacy Source* to integrate the customer-defined sources.

HCM_ERC_CI_4: Enhancements in Requisition Management (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (ERECRUIT 605), business function HCM, SAP E-Recruiting 4 (HCM_ERC_CI_4), data overviews of the assigned positions and organizational units are available to the recruiter in the *General Job Information* of the requisition. The data overviews contain information that is stored in the connected HR system for the relevant objects.

The recruiter can call the following data overviews:

- o Position
- o Organizational Unit for Position
- o Job for Position

Effects on Customizing

You assign the forms for the data overviews in the Customizing activity *Assign Values to Interface Parameters*.

The following forms are assigned by default:

<u>Object</u>	<u>Form</u>
Organizational Unit for Position	HRRCF_DATA_SUMMARY_ORGU
NIT	
Position	HRRCF_DATA_SUMMARY_POSITI
ON	
Job for Position	HRRCF_DATA_SUMMARY_JOB

HCM_ERC_CI_4: Enhancements for the Candidate (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (ERECRUIT 605), business function HCM, SAP E-Recruiting 4 (HCM_ERC_CI_4), the following enhancements for the candidate are available:

Use e-mail address as alias for the user

Until now, when registering in the Talent Warehouse, the unregistered candidate had to enter an alias for his or her user in order to be able to log on later to the Talent Warehouse.

Once the business function is activated, you can alternatively specify that the e-mail address stored by the candidate during the registration process is used as an alias for the user. To do so, you hide the *User* field on the user interface. If the stored e-mail address is longer than 40 characters (maximum length of the alias), the system creates a generated alias. The system sends the candidate an e-mail with his or her alias together with the confirmation link for the e-mail address.

The same applies for the registration process of an unregistered candidate as part of an application. In this scenario, the candidate only has to specify a password and, depending on Customizing, enter an alias for his or her user. If the *User* field is hidden on the user interface, the system uses the specified e-mail address as the alias or the system generates an alias.

The Customizing activity *Assign Values to Interface Parameters* contains the new parameter `PROVIDE_UNAME_FIELD` with which you can specify whether the candidate has to specify a user (as was the case until now) or whether the system uses the candidate's e-mail address as the alias for the user.

Once the business function is activated, the value **R** is stored by default for the parameter so that the previous system behavior remains unchanged. This function can only be used if you use the registration with e-mail verification.

Store Internet references in the candidate profile

Once the business function is activated, candidates can store links to their Internet references in their candidate profile. In this way, candidates can store references for different categories to draw attention to their contributions to social networks, blogs, own homepages, or publications on the Internet.

In the Customizing activity *Define Categories for Internet References*, you specify the Internet reference categories available to the candidate on the user interface.

General BAdI for determining the application configuration

You can use the Business Add-In (BAdI) `HRRCF00_DET_APPLCONFIG_GENERAL` (General BAdI for Determining Application Configuration) to store an application configuration for specific applications within the framework of the flexibilization of the candidate's user interface. You can use a customer-defined implementation of the BAdI to store the desired application configuration for an application, for example, if the application is not called explicitly, but instead is called indirectly.

Continue/Display applications using the application overview

Until now, in the application overview (*My Applications*), candidates could use the *Apply* pushbutton to open and edit all of their applications in the application wizard. The exception to this were applications with the status *In Process*.

Once the business function is activated, this is still possible only for applications with

the status *Draft*. In this case, the application wizard appears as usual, which candidates can use to complete the application.

For applications with the status *In Process*, *Not Selected*, *To Be Hired*, or *Withdrawn*, the system opens a data overview for the relevant application data. The data overview contains, for example, the cover letter and all questionnaires that candidates completed as part of the application. Candidates can view their responses to each questionnaire. Here, the pushbutton to complete the application is not available.

The *Apply* pushbutton was adjusted for this changed behavior and renamed as *Continue/Display Application*.

HCM_ERC_CI_4: Registration and Application with E-Mail Verification (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (ERECRUIT 605), business function HCM, SAP E-Recruiting 4 (HCM_ERC_CI_4), a new registration and application process is available for external candidates. This process includes candidates' confirmation of their e-mail address.

New process for the candidate

Until now, unregistered candidates could use the candidate page and candidate services or submit applications directly after they had stored the required registration data. For security reasons and to reduce the number of dummy entries in the Talent Warehouse, the registration and application process was changed.

Once the business function is activated, unregistered candidates have to confirm their e-mail address before they can register their details in the Talent Warehouse. To do this, once they have entered the required data on the registration page, candidates automatically receive a confirmation mail at the stored e-mail address. This mail contains the logon data and a link that candidates can use to confirm the e-mail address and thus complete the registration. Candidates that are now registered can then use their user name and password to access their candidate page and all services.

When an unregistered candidate wishes to submit an application, the candidate is likewise obliged to confirm his or her e-mail address. The candidate can create an application, but cannot submit it. Once the candidate confirms his or her e-mail address using the confirmation mail that is automatically sent to him or her, thus completing the registration, the candidate can then submit the application and use all services of the candidate page.

Confirmation mails are valid only for the period defined in Customizing. Depending on the Customizing settings, even if the validity period has expired, candidates can request another confirmation mail to complete the registration process. This option is also available to candidates before the validity period has expired. The Customizing settings also determine how often candidates can request a new confirmation mail, whether a reminder mail is to be sent to the candidates, and at what point in time this reminder mail is to be sent.

To enable the candidates to request a new confirmation mail, you can include the application HRRCF_A_VERIF_MAIL in your company pages. When a candidate requests a new confirmation mail, the system uses the *Send New Confirmation Mail* workflow (ERCSendVerif) to send a new confirmation mail to the candidate's e-mail inbox.

The system stores the information about whether the candidate has confirmed his or her e-mail address in the field VERIFICATION (Status of E-Mail Verification) in the *Candidate Overview* infotype (5102). The field can have the values *Confirmed*, *Outstanding*, or *Not Confirmed*.

New query in the recruiter's dashboard

Once the business function is activated, the query *Open Registrations* is available to the recruiter. This query shows the list of external candidates who have not yet confirmed their e-mail address as part of their registration in the Talent Warehouse (verification status: Outstanding) or who did not confirm their e-mail address within the specified period (verification status: Not Confirmed) and now require a new confirmation mail. The recruiter can verify a candidate's e-mail address, for example,

during the course of a telephone interview and thus complete the candidate's registration. Alternatively, recruiters can send candidates another confirmation mail so that the candidates can complete their registration. For more information, see SAP Library under *Business Package for Recruiter 1.51*.

New service for the recruiting administrator

Once the business function is activated, the service *Delete Unverified Candidates* is available to the recruiting administrator. The recruiting administrator can use this service to delete any candidates that have started their registration process but have not completed their registration by confirming their e-mail address. By deleting these candidates, you can clean up your database as neither the non-confirmed candidate nor the recruiter has access to this candidate data. For more information, see SAP Library under *Business Package for Recruiting-Administrator 1.51*.

Effects on Existing Data

When the business function is activated, the system sets the status of candidates who are already registered in the Talent Warehouse to Confirmed.

Effects on Customizing

The following Customizing activities are relevant:

- o In the Customizing activity *Specify System Parameters for Web Dynpro*, you activate the e-mail verification process (switch RECFA VERIF = X).
- o In the Customizing activity *Assign Correspondence Activities to E-Mail Verification Scenarios*, you assign the activity types that send e-mails for confirming the e-mail address within the relevant scenario to the communication scenarios of the e-mail verification.
- o The Customizing activity *Define Periodic Services* contains the new service HANDLE_UNVERIFIED_CANDIDATES. For the verification of the e-mail addresses of unregistered candidates, this service sends reminder mails to non-confirmed candidates (candidates for whom the verification is still outstanding) and/or sets the verification information of candidates from *Outstanding* to *Not Confirmed* since the validity period for the confirmation by the candidate was exceeded.
- o In the Customizing activity *Activate Periodic Services*, the service HANDLE_UNVERIFIED_CANDIDATES is delivered as active.
- o In the Customizing activity *Determine Rules for Periodic Services*, you store values for the following:
 - The validity period of the link for confirming the e-mail address (attribute VALIDITY_PERIOD)
 - The period after which a reminder mail is sent to a candidate who is not yet confirmed (attribute REMINDER)
 - The maximum number of possible requests for a new confirmation mail (attribute MAX_REQUESTS)
 - The option as to whether candidates can request a new confirmation mail if the validity period of the last confirmation link sent to them has been exceeded (attribute REQ_AFTER_VAL_END)
- o In the Customizing activity *Send Requested Confirmation Mail (Workflow)*, you set up the workflow *Send New Confirmation Mail (ERCSendVerif)*. The Customizing activity contains the workflow for sending a new confirmation mail if a candidate no longer has the original mail for confirming his or her e-mail address and has therefore requested a new confirmation mail.

- o The Customizing activity *Specify E-Recruiting Services (Web Dynpro ABAP)* contains the following new SICF services:
 - HRRCF_A_CANDIDATE_VERIFICATION
 - VERIFICATION
 - HRRCF_A_DRAFT_APPLICATIONS
 - HRRCF_A_NEW_VERIF_MAIL
- o The Customizing activity *Workflow After Creating E-Recruiting Objects* was modified such that (if the verification process is active) the workflow sends a confirmation mail to a candidate if he or she has entered the required data for the registration.
- o The Customizing activity *Send Requested Confirmation Mail (Workflow)* contains the new workflow for sending a new confirmation mail if a candidate no longer has the original mail for confirming his or her e-mail address and has therefore requested a new confirmation mail.

Business Function HCM, Personnel Cost Planning and Simulation

HCM_HCP_CI_1: Business Function HCM, Personnel Cost Planning and Simulation (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRGXX 605), the business function ***HCM, Personnel Cost Planning and Simulation*** (HCM_HCP_CI_2) is available.

You can use this business function to simplify personnel cost planning and simulation in the following areas:

- o **Data collection**
It is now also possible to select by wage type when collecting data from relevant payroll results.
- o **Planning run**
 - *Dependent cost items*
With the **Include Data Outside of Planning Period and Org. Unit** checkbox, you can use base cost items that are outside of the planning period or planning organizational unit to derive dependent cost items from the **Planning of Pers. Costs** infotype (IT0666) (PA) or **Planning of Pers. Costs** (IT5010) (PD).
You can use this indicator to generate dependent cost items whose base cost items are not within the planning period or planning organizational unit.
 - *Past costs of vacant positions*
With the **Past Costs of Vacant Positions** checkbox, you can determine how past costs of vacant positions are included in the planning run.
 - *Enhancement of employee grouping for dependent cost items and additional cost items*
It is now possible to group by master cost center.
The feature entitled **Organizational Grouping of Employees as Cost Objects** (HCP01) is available for this purpose.
 - *Enhancement of organizational object grouping for dependent cost items and additional cost items*
It is now possible to group by employee group, employee subgroup, or master cost center.
The feature entitled **Organizational Grouping of Organizational Objects as Cost Objects** (HCP02) is available for this purpose.
- o **Detail Planning**
 - *New Manager Self-Service*
Line managers can use a Manager Self-Service to perform detail planning for their areas of responsibility.
Note:
Since administrators of Personnel Cost Planning have enhanced authorization, a separate role containing the **Personnel Cost Planning**

service must first be created for them. The **AUTH_TYPE** application parameter must first be set to 'C'.

Navigation path in **SAP Enterprise Portal: Manager Self-Service -> Planning -> Personnel Cost Planning**

Navigation path in **NetWeaver Business Client: Manager Self-Service -> Team -> Services -> Personnel Cost Planning**

Note that the **Detail Planning** (PHCPDETL) and **Change Plan Data** (PHCPDETL) transactions are no longer available with the interface for the Business Server Pages (BSP) after this business function has been activated.

- *Filter for cost items*
You can filter cost items using a selection list on the user interface.
- *Fixed column headers*
The area with the column headers always remains visible when you scroll through an output list.
- *Fixed columns*
The area with the columns that contain key information always remains visible when you scroll horizontally through an output list.
- *Display of cost units*
In Customizing (**Determine Controlling Parameters for OM Object Descriptions**), you can specify how cost units (organizational units) are displayed in the selection list for detail planning on the Web Dynpro ABAP interface (-> Plan and Cost Units -> Plan). They can be displayed as long or short texts with or without the object ID.
- *Leaving Date*
You can enter a leaving date to give a time limit to the capacity utilization level and set it to 0%.
- *Change log with display of the increase percentage of a cost item*
In the change log, when a change is made to "Increase Cost Item", the entered percentage is displayed.

o **Reporting**

- *Transferring of amounts from Personnel Cost Planning to **Controlling***
The following reports have been enhanced for this purpose:
 - **Releasing of the Plan and Generating of Original Documents**
(RHHCP_PLAN_CODOC_CREATE)
 - **Display Original Documents**
(RHHCP_PLAN_CODOC_DISPLAY)
 - **Posting to Accounting**
(RHHCP_PLAN_CODOC_POST)
- *Enhanced grouping of cost objects for Personnel Cost Planning and Simulation for account determination in accounting*
It is now possible to group by master cost center.
The feature entitled **Grouping of Cost Objects for Account Determination** (HCP03) is available for this purpose.
- *Sorting according to employee surnames in the output list* (Business function does not need to be activated)
For this purpose, reports where employee lists are output have been enhanced. Refer to the documentation of the relevant report (such as **Administration of Personnel Cost Plans**)

(RHHCP_PLAN_ADMIN)).

Note that sorting according to surname is available only in the detail planning for the Web Dynpro interface.

The business function also has the following improvements:

- o *User friendliness and user interface for detail planning by implementing Web Dynpro ABAP (WD ABAP)*
 - Additional filter settings on the user interface
 - Selection of columns to be displayed in the output list
 - Display of totals and subtotals for each cost unit
 - Display of totals in the first row of the column
This allows, for example, the total of an exceptionally long column to be visible immediately without scrolling.
 - Detail planning is now consistent with other Manager Self-Services in its usability and user interface.
- o *Back-end enhancements for the process of Personnel Cost Planning*
Managers from Personnel Cost Planning profit from the functional enhancements for the overall Personnel Cost Planning process.

Note:

In addition to the **Personnel Cost Planning 1.51** portal version, the **Manager Self-Service** role for the **Personnel Cost Planning** service is also available in a version for SAP NetWeaver Business Client (NWBC) as of SAP enhancement package 5 for SAP ERP 6.0. For more information, see the release note

HCM_NWBC_ROLES: Business Function HCM, Roles for SAP NetWeaver.

To use this business function, you must activate the **Human Capital Management Enterprise Extension (EA-HR)**.

Effects on Customizing

You make the Customizing settings in Customizing for **Personnel Cost Planning and Simulation** in the following activities:

- o **Planning run**
Cost Planning Runs -> Assign Employee Grouping for Cost Items
and **Assign Organizational Object Grouping for Cost Items**
- o **Detail Planning**
Detail Planning -> Determine Controlling Parameters for OM Object Descriptions

- o **Reporting**
Posting to Accounting -> Assign Cost Object Grouping for Account Determination

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> ***SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> Business Functions -> Business Functions in SAP ERP -> Enterprise Business Functions -> Human Capital Management -> HCM, Personnel Cost Planning and Simulation.***

Business Function HCM, Hire Integration 1

HCM_HIRE_INT_CI_1: Business Function HCM, Hire Integration 1 (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0, Enterprise Extension **Human Capital Management** (EA-HRGXX 605) the **HCM, Hire Integration 1** (HCM_HIRE_INT_CI_1) business function is available.

You can use this business function during the hiring process to transfer the data of successful candidates from **SAP E-Recruiting** to the system for **SAP ERP Human Capital Management** (SAP ERP HCM system). This includes the candidate's personal data and also data relevant within Talent Management processes such as data regarding the candidate's education, work experience, and qualifications.

The business function provides you with a new interface for the **NewHire** integration scenario as a solution for enhanced communication between **SAP E-Recruiting, HCM Processes and Forms**, and **Talent Management**. In this way, you can access data in the candidate profile before the entry date of a new employee and thus transfer this data to the talent profile in **Talent Management**. On the employee's first day of work, he or she can already access the data created for him or her during the hiring process and does not need to enter data into his or her talent profile manually.

The **NewHire** integration scenario provides you with support for new hires, rehires, transfers, and when completing additional personnel assignments.

The new interface is based on service-oriented architecture and uses Enterprise Services.

For more information, see the release note

HCM_HIRE_INT_CI_1: Process Integration Content: New Hire Interface (New)

If you want to implement this business function, you must also activate the following business functions:

- **HCM, Administrative Services 02** (HCM_ASR_CI_2)
For more information about this business function, see the **HCM_ASR_CI_2: Business Function HCM, Administrative Services 02 (New)** release note.
- **HCM, Core Processes in Talent Management** (HCM_TMC_CI_1)
For more information about this business function, see the **HCM_TMC_CI_1: Business Function HCM, Core Processes in Talent Management (New)** release note.

Effects on Data Transfer

The interface supports the data transfer from **SAP E-Recruiting** infotypes to the corresponding **Talent Management** infotypes. This comprises the following infotypes:

SAP E-Recruiting

Work Experience (Infotype 5103)
7403)

Education (Infotype 5104)

Talent Management

External Work Experience (Infotype

Education (Infotype 7404)

Qualifications (Infotype 5105)

Relationships (Infotype 1001)

Effects on Customizing

You make the Customizing settings for these functions in Customizing for **HR Processes and Forms** under **Configuration of Forms/Processes -> Extended XI Integration**.

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> Business Functions -> Business Functions in SAP ERP -> Enterprise Business Functions -> Human Capital Management -> HCM, Hire Integration 1**

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> SAP ERP Central Component -> Human Resources -> Shared Services -> HR Administrative Services -> HCM Processes and Forms -> Integration of E-Recruiting and HCM Processes and Forms -> Extended XI Content for HCM Processes and Forms**

HCM_HIRE_INT_CI_1: Process Integration Content: New Hire Interface (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0, Enterprise Extension **Human Capital Management** (EA-HRGXX 605), business function **HCM, Hire Integration 1** (HCM_HIRE_INT_CI_1), you can use a new interface for communication between **SAP E-Recruiting** and the system for **SAP ERP Human Capital Management** (SAP ERP HCM system). You can use this interface to transfer data regarding a successful candidate's education, work experience, and qualifications from the candidate profile in **SAP E-Recruiting** to the talent profile in **Talent Management**.

The following new business object and new enterprise services are available:

Business object: **Personnel Hiring**

- o Service interface: **Personnel Hiring In**
 - Operation: **Create Personnel Hiring (PersonnelHiringERPCreateRequest_In)**
You can use this inbound operation to send a request for the new hiring of a candidate to the SAP ERP HCM system from the **SAP E-Recruiting** system.
You use this operation along with the operation **Confirm Personnel Hiring Creation**.
- o Service interface: **Personnel Hiring Out**
 - Operation: **Confirm Personnel Hiring Creation (PersonnelHiringERPCreateConfirmation_Out)**
When the new employee has been successfully hired, you can use this outbound operation to send a confirmation of the new hire to the **SAP-E-Recruiting** system from the SAP ERP HCM system.
You use this operation along with the operation **Create Personnel Hiring**.

Effects on Customizing

You make the Customizing settings for this function in Customizing for **HR Administrative Services** under **Configuration of Forms/Processes -> Extended XI Integration**:

- o **BAdI: Additional Data for PersonnelHiringERPCreateRequest_In**
- o **BAdI: Additional Data for PersonnelHiringERPCreateConfirmation_Out**

See also

Release note **HCM_HIRE_INT_CI_1: Business Function HCM, Hire Integration 1 (New)**

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> SAP ERP Central Component -> Human Resources -> Shared Services -> HR Administrative Services -> HCM Processes and Forms -> Integration of E-Recruiting and HCM Processes and Forms -> Extended XI Content for HCM Processes and Forms**

Business Function HCM Localization: Italy Public Sector

HCM_LOC_CI_15: Localization of Public Sector Topics for Italy

Use

As of SAP enhancement package 5 for SAP ERP 6.0, for (EA-HRCIT 605), the business function ***HCM, Localization of Public Sector Topics for Italy*** (HCM_LOC_CI_15) is available.

You can use this business function to handle public sector organization employees pay scale jumps, change one employee from one public sector organization to another and handle postings.

Effects on Existing Data

The Italian Public Sector area menu has been enhanced to include the new reports pertaining to the solution.

- o You use the ***Seniority Juridical Handling*** (RPISCAI1_PS) report to handle pay scale jumps and lawsuits filed by Italian public sector employees complaining about their pay scales in relation to the work they perform.
- o You use the ***Transfer of Wage Types Between Different Employments*** (RPCCOMPI0_PS) report to transfer, in the system, an employee from one public sector company to another.
- o You use the ***PY IT PS Posting for Public Sector*** (IPOST) function to post specific retrocalculations to Funds Management that are relevant to the Italian public sector employees.

Effects on Customizing

You make the Customizing settings for this function in Customizing for ***Payroll***, in ***Payroll: Italy -> Public Sector - Italy***.

See also

SAP Library for ***Payroll for Public Sector Italy (PY-IT-PS)*** on SAP Help Portal at <http://help.sap.com/erp> -> ***SAP ERP Central Component -> Payroll (PY) -> PY-IT Payroll Italy -> Payroll for Public Sector Italy (PY-IT-PS)***.

Business Function HCM, Localization of Payroll for Chile

HCM_LOC_CI_16: Business Function HCM, Payroll for Chile (New)

Use

As of SAP Enhancement Package 5 for SAP ERP 6.0 the business function HCM, Localization of Payroll for Chile is available. With this business function, you can meet country-specific requirements in the area of Payroll (PY), including the following:

- o Handling of personnel administration information
Comprises country-specific infotypes.
- o Payroll calculation
Enables you to comply with legal regulations in Chile regarding, for example, social insurance, termination, garnishments, bonus, and reliquidation.
- o Legal reporting

Effects on Existing Data

The Chilean country version is now available on the **SAP Easy Access** screen, under **SAP Menu -> Human Resources -> Payroll -> Americas -> Chile**.

Effects on Customizing

You make the Customizing settings for this function in Customizing for **Payroll Chile**.

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> Business Functions -> Business Functions in SAP ERP -> Enterprise Business Functions -> Human Capital Management -> Country-Specific Business Functions -> HCM, Localization of Payroll for Chile**.

Business Function HCM, Supp. Pension for Italy and Reporting Parallelization

HCM_LOC_CI_17: Business Function HCM, Supp. Pension for Italy and Reporting Parallelization (New)

Use

As of SAP Enhancement Package 5 for SAP ERP 6.0 the business function ***HCM, Supplementary Pension Funds for Italy and Reporting Parallelization*** is available. With this business function, you can meet country-specific requirements in the area of ***Payroll*** (PY).

For more information, see the following release notes:

- o **HCM_LOC_CI_17: Supplementary Pension Funds for Italy (New)**
- o **HCM_LOC_CI_17: Reporting Parallelization (New)**

Note

To use this business function, you have to activate the ***Human Capital Management*** (EA-HR) Enterprise Extension.

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> ***SAP ERP Enhancement Packages ->ERP Central Component Enhancement Package 5 -> Business Functions -> Business Functions in SAP ERP -> Enterprise Business Functions -> Human Capital Management -> Country-Specific Business Functions -> HCM, Supp. Pension for Italy and Reporting Parallelization***

HCM_LOC_CI_17: Supplementary Pension Funds for Italy (New)

Use

As of SAP Enhancement Package 5 for SAP ERP 6.0 you can use this function to meet legal and general business requirements regarding supplementary pension funds in Italy.

This function is an enhancement of the supplementary pension funds management, more specifically of the severance pay management ("Trattamento di Fine Rapporto" - TFR). The enhancement comprises the following items:

- o Enables standard retrocalculation for the involved wage types, by means of changes in the payroll function.
- o Improves the master data entry and management, by means of a new subtype in the **Supplementary Pension Funds** (0548) infotype.
- o Enhances the TFR management for those employees whose TFR choice is "consent by silence".

Effects on Existing Data

- o The **Payroll accounting program - Italy** (RPCALCIO) has been enhanced to improve TFR management in general and to provide standard retrocalculation for TFR. These changes have been performed to the payroll function, and the user interface of the report remains unchanged.
- o A new subtype has been created for the **Supplementary Pension Funds** (0548) infotype. It is called **New TFR management** (subtype 0003).

Effects on Data Transfer

The new subtype which has been created for the **Supplementary Pension Funds** (0548) infotype (subtype 0003) combines information from the preexisting subtypes 0001 and 0002, and adds new information.

When you create a record in the employee's infotype 0548 by selecting subtype 0003, if any information already exists in subtypes 0001 and 0002, it is copied automatically to subtype 0003 and displayed on the screen.

HCM_LOC_CI_17: Reporting Parallelization (New)

Use

As of SAP Enhancement Package 5 for SAP ERP 6.0 you can use this function to execute reports in parallel mode, that is, with various processes (jobs) running in parallel. This may help to reduce the execution time.

In this Enhancement Package SAP delivers the following:

- o An international, reusable parallelization framework by means of a set of customizing views and the corresponding customizing activities
After activating this business function you can implement this framework for your **customer-specific reports** for any country. By implementing the framework for a report, you enable this report to be executed in parallel mode.
- o The implementation of this framework for the standard Italian report **Calculation of Contributions (ex-DM10) by INPS number** (RPCUED10)
After activating this business function you can execute RPCUED10 in parallel mode. If you want, you can also change the settings of the parallel execution in customizing to better suit your needs.

Note

The implementation of this framework for a **standard report**, thus enabling it to be executed in parallel mode, can only be done by SAP.

Effects on Existing Data

- o For the international and reusable parallelization framework, no changes have been done to the user interface. New activities have been created in Customizing. For more information, see the **Effects on Customizing** section below.
- o For the implementation of this framework for the Italian report **Calculation of Contributions (ex-DM10) by INPS number** (RPCUED10), a new group box has been added on the selection screen of the report. New activities have been created in Customizing. For more information, see the **Effects on Customizing** section below.

Effects on Customizing

The same customizing activities apply to the international framework and the Italian report. To access these activities you have the following options:

- o Make the settings for this function in Customizing for **Payroll International** under **Reuse Tools -> Reporting Parallelization**.
- o Make the settings for this function in Customizing for **Payroll Italy** under **Forms -> Reporting Parallelization**.

See also

For more information, see SAP Library under one of the following paths:

- o **SAP ERP Central Component -> Human Resources -> Payroll -> Payroll Other Countries (PY-XX) -> Reports -> Reporting Parallelization**
- o **SAP ERP Central Component -> Human Resources -> Payroll -> PY-IT Payroll Italy -> Further Activities -> Reporting Parallelization**

Business Function HCM, Payroll and Travel Management Topics for Russia

HCM_LOC_CI_19: Business Function HCM, PY and TRV Topics for Russia (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCRU 605), the business function ***HCM, Payroll and Travel Management Topics for Russia*** is available.

You use this business function to meet legal and general business requirements in the areas of ***Payroll*** and ***Personnel Management*** for Russia.

For more information, see the following release notes:

- o **HCM_LOC_CI_19: Travel Management Forms (New)**
- o **HCM_LOC_CI_19: State Awards Management (New)**
- o **HCM_LOC_CI_19: Payroll Calculation Improvements (New)**
- o **HCM_LOC_CI_19: Management of Quotas (New)**
- o **HCM_LOC_CI_19: Income Tax Reporting (New)**
- o **HCM_LOC_CI_19: Management of Personnel Orders (New)**

Note

To use this business function, you have to activate the ***Human Capital Management*** (EA-HR) Enterprise Extension.

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> ***SAP ERP Enhancement Packages ->ERP Central Component Enhancement Package 5 -> Business Functions -> Business Functions in SAP ERP -> Enterprise Business Functions -> Human Capital Management -> Country-Specific Business Functions -> HCM, Payroll and Travel Management Topics for Russia***

HCM_LOC_CI_19: Travel Management Forms (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCRU 605), business function **HCM, Payroll and Travel Management Topics for Russia** (HCM_LOC_CI_19), you can meet legal and general business requirements in Russia by preparing legally defined forms for the business trips that your employees complete.

The State Committee for Statistics (Goskomstat) in Russia requires all companies to keep records of their employees' business trips in special forms.

The new functions enable you to carry out the following tasks:

- o Create the master data records required for a business trip using the new **Travel** personnel action (US)
- o Register business trips that your employees enter in the **Travel Management** (FI-TV) in the **Personnel Administration** (PA-PA) component
To register the business trip data in the **Personnel Administration** (PA-PA) component, you create records in subtypes of the Russia-specific **Personnel Orders** (0298) infotype by using the **Personnel Order Creation for Business Trips** (HRUUTRV0) report.
- o Generate and print the following forms as PDF-based forms in the legally required format:
 - Form T-9
This form contains an overview of the business trip and represents an order for the business trip.
 - Form T-9a
This form is the group version of form T-9.
 - Form T-10
This form represents a certificate of an employee's business trip.
 - Form T-10a
This form describes the tasks of an employee's business trip.

Effects on Existing Data

The area menu has been enhanced by the addition of the **Personnel Order Creation for Business Trips** (HRUUTRV0) report under **Human Resources -> Payroll -> Europe -> Russia -> Information System -> Reporting -> Personnel Administration**.

The **Personnel Orders** (0298) infotype contains the following new subtypes, which you use to store data about business trips:

- o **Business Trip Certificate** (10)
This subtype contains data relevant for form T-10.
- o **Business Trip Task** (11)
This subtype contains data relevant for form T-10a.

Effects on Customizing

You make the Customizing settings for this function in Customizing for **Payroll Russia** under **Reporting -> Personnel Administration -> Personnel Order Management -> Forms for Travel Management**.

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com> -> **SAP ERP Central Component** -> **Human Resources** -> **Payroll (PY)** -> **Payroll Russia (PY-RU)** -> **Reporting** -> **Personnel Administration** -> **Personnel Order Management** -> **Form Generation for Travel Management**

HCM_LOC_CI_19: Management of State Awards (New)**Use**

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCRU 605), business function **HCM, Payroll and Travel Management Topics for Russia** (HCM_LOC_CI_19), you can use the new **State Award Certificate** (861) subtype in the **Documents and Certificates** (0290) infotype to store details of the state awards that your employees receive. If you use the new subtype, you no longer store state awards in the **Awards/Decorations** (0861) infotype.

The new **State Award Certificate** (861) subtype enables you to meet legal and general business requirements in Russia as follows:

- o Record all details of state awards in the master data records of your employees
- o Record details of state awards independently of a personnel order
To store details about state awards in the past, you had to create a record in the **Personnel Orders** (0298) infotype, even though state awards are not connected with personnel orders.
- o Output information about state awards in section VI of form T-2, as required by the authorities in Russia
- o Store details about state awards for employees who are concurrently employed
Since the authorities issue state awards to people, the master data records for state awards must be shared by all personnel assignments of a concurrently employed person.

Effects on Existing Data

If you use the new subtype to store state awards, you must transfer data about state awards from the existing tables in which you stored data about state awards. To transfer the data to the required tables, in Customizing for **Payroll Russia**, choose **Awards** -> **State Awards** -> **Migrate Awards to Documents and Certificates Infotype**.

Effects on Customizing

You make the Customizing settings for this function in Customizing for **Payroll Russia** under **Awards** ->

- o **Make Settings for Internal Awards**
- o **State Awards**

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com> -> **SAP ERP Central Component** -> **Human Resources** -> **Payroll (PY)** -> **Payroll Russia (PY-RU)** -> **Infotypes for Personnel Administration and Payroll** -> **Infotypes for Russian Payroll** -> **Documents and Certificates (Infotype 0290)**

HCM_LOC_CI_19: Payroll Calculation Improvements (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCRU 605), business function **HCM, Payroll and Travel Management Topics for Russia** (HCM_LOC_CI_19), you can use new features to calculate payroll in line with legal regulations in Russia as follows:

- o Store and output the calculation of an employee's bonus in proportion to the amount of time that an employee actually works, rather than in proportion to the employee's planned working time
The **Calculation of Averages for Russia** (RUAVE) function has been enhanced to enable the system to store the adjusted bonus amounts. When you prepare forms T-60 and T-61, you require an employee's average earnings to be based on the amount of time that an employee actually works. For example, if an employee receives an annual bonus of RUB 10,000 but is absent for two months, the average salary in that year is based on 10 working months.
- o Store the results of pay scale increases when you calculate an employee's average earnings to determine the social payments to which employees are entitled, for example, during periods of absence
In line with Russian legislation, the average earnings that you calculate for an employee must include any pay scale increases that take effect both during and after the employee's absence. The system now stores the results of salary indexation according to pay scale increases in the **Calculation of Averages for Russia** (RUAVE) function. The new functions enable you to meet legal requirements in Russia by calculating the employee's salary, even during the current month.
For example, assume that an employee takes annual leave from November 3 to 10 and from November 20 to 25. A pay scale increase takes effect on November 15. The system uses the old salary to determine the average earnings for the first period of vacation, and the increased salary to determine the average earnings for the second period of vacation.
- o Process bonuses for employees who work in northern regions as follows:
 - Grant bonuses to employees for any period of working time in a given region, for example, for two months' work
In the past, it was possible to grant a particular scale of a bonus to employees for whole years only.
 - Grant a bonus to employees based on their age
You can now add an employee's age to the criteria that you assign to the bonus models that you use to manage bonuses. For example, assume there are two employees in your company who have both worked in the far north for the same period of time. One employee is 10 years older than the other employee. You can use the new functions to grant a larger bonus to the older employee than the bonus that you grant to the younger employee.
 - Use the actual seniority of an employee when you assign bonus models and bonus scale levels to employees
For example, assume that an employee starts work in the far north on April 01. Employees are entitled to the second bonus scale level after they have worked in the far north for 6 months. The employee completes 6 months' work on September 30, and is therefore eligible for the second bonus scale level as of October 01. To grant the second bonus scale level as of October 01, you turn on the special seniority calculation function in

Customizing for **Personnel Management** under **Personnel Administration** -> **Payroll Data** -> **Additional Payments - Bonuses (Russia)** -> **Determine Special Parameters for Seniority Calculation**.

If you do not activate the special seniority calculation function, the system deducts one day from the employee's seniority, which means that the next bonus scale level for an employee came into effect one day early.

Effects on Customizing

You make the Customizing settings for the average calculation functions in Customizing for **Payroll Russia** under **Absences** -> **Absence Processing** ->

- o **Determine Wage Type Substitution for Bonuses**
- o **Determine Cumulation Rules for Average Amounts**
- o **Configure Average Calculation Functions**

You make the Customizing settings for the bonus assignment functions in Customizing for **Personnel Management** under **Personnel Administration** -> **Payroll Data** -> **Additional Payments - Bonuses (Russia)** ->

- o **Define Bonus Models** -> **Determine Values of Scales**
- o **Determine Personal Modifier for Bonus Calculation**
- o **Determine Special Parameters for Seniority Calculation**

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com> -> **SAP ERP Central Component** -> **Human Resources** -> **Payroll (PY)** -> **Payroll Russia (PY-RU)** ->

- o **Absence Processing**
- o **Net** -> **Processing of Northern and Regional Payments**

HCM_LOC_CI_19: Management of Absence Quotas (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCRU 605), business function **HCM, Payroll and Travel Management Topics for Russia** (HCM_LOC_CI_19), you can use the new **Generate Absence Quotas** (HRUTQTA0) report to update and generate quotas for employees in Russia. You can use the new report to fulfill legal and general business requirements in Russia as follows:

- o Process absence quotas for employees who work in certain professions that entitle them to additional leave, for example, if they work in hazardous conditions
- o Determine the default validity period for absence quotas that the **Generate Absence Quotas** (HRUTQTA0) report generates
For example, you can determine that the validity period for a particular absence quota type is one year starting on the date when you hire an employee.
- o Exclude certain absence types from an employee's absence quota
To meet legal requirements in Russia, you can exclude certain absence types from an employee's absence quota by adding the duration of those absence types, for example, unpaid leave, to the end of the quota validity period.
- o Process absence quotas for additional periods of leave that employees take to care for their family members
The system generates one absence quota per family member for which an employee takes leave. To use this function, you must use the absence type (represented by a subtype in the **Absences** (2001) infotype) that corresponds to the family member for which the employee takes.
- o Update and process absence quotas in the following cases:
 - An employee leaves the company before he or she has used up all of his or her vacation quota
You can pay out the employee's remaining vacation entitlement based on current legislation. For example, you take into consideration the employee's seniority in the company and the reason why the employee leaves the company.
 - An employee leaves the company, but has taken more days' leave than the quota for the period worked in that year allows
You can withhold the normal daily rate for vacation pay from the employee's final salary payment.

Effects on Existing Data

The area menu has been enhanced by the addition of the **Generate Absence Quotas** (HRUTQTA0) report under **Human Resources -> Payroll -> Europe -> Russia -> Subsequent Activities -> Other Periods -> Tools**.

Effects on Customizing

You make the Customizing settings for the quota functions in Customizing for **Time Management** under **Time Data Recording and Administration -> Managing Time Accounts Using Attendance/Absence Quotas -> Country-Specific Settings for Russia**.

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com> -> **SAP ERP**

Central Component -> Human Resources -> Personnel Time Management (PT) -> Country-Specific Aspects of Time Management -> Country-Specific Functions for Russia

HCM_LOC_CI_19: Income Tax Reporting (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCRU 605), business function **HCM, Payroll and Travel Management Topics for Russia** (HCM_LOC_CI_19), you can meet reporting requirements in the area of income tax in Russia as follows:

- Prepare the income tax card, which contains detailed information about an employee's income, by using the **Form 2-NDFL** (HRULNDFL_CE) report. The income tax card contains the income tax that you calculated for the employee and the amount of income tax that you actually deducted. You output the income tax card as a PDF-based form.
- Reduce the number of records related to form 2-NDFL in your system by using the new **Display and Delete Report Runs for 2-NDFL** (HRUUN2D0) report. When you prepare form 2-NDFL, the system records details of the report runs.

Effects on Existing Data

The area menu has been enhanced by the addition of the **Display and Delete Report Runs for 2-NDFL** (HRUUN2D0) report under **Human Resources -> Payroll -> Europe -> Russia -> Subsequent Activities -> Period Independent -> Report Tools**.

The selection screen for the **Form 2-NDFL** (HRULNDFL_CE) report has been changed as follows:

- The **Company** group box, in which you enter the legal person and object ID of a detached subdivision, has been added. The field in which you enter the object ID of a detached subdivision used to appear on the **Legal Person Data** tab page.
- On the **Period** tab page, the **Purpose of Report** group box has been added so that you can determine whether you prepare form 2-NDFL or the income tax card.
- The **Data Selection** tab page has been removed.
- The **Form Properties** tab page has been enhanced to include the output form name of the income tax card.

You access the **Form 2-NDFL** (HRULNDFL_CE) report on the **SAP Easy Access** screen under

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com> -> **SAP ERP Central Component -> Human Resources -> Payroll (PY) -> Payroll Russia (PY-RU) -> Reporting -> Payroll -> Form 2-NDFL (HRULNDFL)**

HCM_LOC_CI_19: Management of Personnel Orders (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCRU 605), business function **HCM, Payroll and Travel Management Topics for Russia** (HCM_LOC_CI_19), you can use the following new features related to personnel orders:

- o Use new subtypes to meet legal and general business requirements related to business trips
For more information, see **HCM_LOC_CI_19: Travel Management Forms (New)** .
- o Assign a number and the system date to records in the **Personnel Orders** (0298) infotype automatically
To assign a number and the system date, you select the **No. and Date** checkbox in Customizing for **Payroll Russia** under **Reporting -> Personnel Administration -> Personnel Order Management -> Assign Subtypes in Personnel Orders Infotype to Document Types**.
- o Convert existing subtypes to new subtypes that you can create to meet customer-specific requirements
The conversion of subtypes enables you to better control the records in the **Personnel Orders** (0298) infotype. For example, you can create your own, customer-specific subtype to store data related to a single document type, rather than using a generic subtype for all document types. You access the conversion report in Customizing for **Payroll Russia** under **Reporting -> Personnel Administration -> Personnel Order Management -> Convert Subtype Records in Personnel Orders Infotype**.

Effects on Existing Data

The **Personnel Orders** (0298) infotype contains the following new subtypes, which you use to store data about business trips:

- o **Business Trip Certificate** (10)
This subtype contains data relevant for form T-10.
- o **Business Trip Task** (11)
This subtype contains data relevant for form T-10a.

Effects on Customizing

You make the Customizing settings for this function in Customizing for **Payroll Russia** under **Reporting -> Personnel Administration -> Personnel Order Management ->**

- o **Assign Subtypes in Personnel Orders Infotype to Document Types**
- o **Convert Subtype Records in Personnel Orders Infotype**

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com> -> **SAP ERP Central Component -> Human Resources -> Payroll (PY) -> Payroll Russia (PY-RU) -> Infotypes for Personnel Administration and Payroll -> Infotypes for Russian Payroll -> Personnel Orders (Infotype 0298)**

Business Function HCM, Time and Travel Functionality for Mobile Gateway

HCM_MOBILEINBOX_TT_1: BF HCM, Time & Travel Mgmt (Mobile) (New)

Use

As of SAP enhancement package 5 for ERP 6.0 (EA-HR 605), the business function ***HCM, Time & Travel Mgmt (Mobile)*** is available. With this business function, you can enter time activities and submit workflow requests directly from your smartphone, if you are using the gateway to SAP NetWeaver Mobile.

You can do the following:

- o Enter clock-in/clock-out entries
You can record times for your activities on your mobile device, thereby creating time events.
- o Create workflow requests
Using this function, you can create workflow work items on your mobile device.
You can submit the following work items:
 - Leave requests
 - Travel requests

You need to make the appropriate settings regarding roles and authorizations.

Business Function HCM, PD UI Visualization 01

HCM_PD_UI_1: Business Function HCM, PD UI Visualization 01 (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRGXX 605), the business function **HCM, PD UI Visualization 01** is available. With this business function, you can employ graphical organizational charts that simplify the selection and maintenance of data for employees, jobs, positions and organizational units that lie in a manager's area of responsibility. Using the organizational charts associated with this business function, managers can visualize and navigate through their organizational structures more easily - for example, by zooming in and out of these structures, by saving their personal settings as the default settings, or by displaying organizational hierarchies at any level they choose. Within these visualizations, managers can also perform efficient searches for text strings - for example, for employee names, locations, or position titles - and filter the search results, as desired, for subsequent processing.

For Manager Self-Service users, the graphical organizational charts offered in this business function simplify administrative tasks considerably. These charts improve the efficiency of managers overall, since the user interface reduces the amount of training that is required for users to perform their tasks, and enables position details and organizational entities to be maintained with greater ease.

Note

To use this business function, you have to activate the **Human Capital Management** (EA-HR) Enterprise Extension.

Productive use of this business function also necessitates the installation of an Adobe Flash file, denoted by file extension .swf and identified in SAP Note 1433225, in your system. Depending upon your system, corresponding requirements may also apply for a minimum version of the Adobe Flash Player, as well as for supported Web browsers. For specific information about current requirements for Web browsers and the Adobe Flash Player, consult SAP Note 1433225. This Note also provides instructions for downloading the required Adobe Flash file from the **SAP Software Distribution Center** of SAP Service Marketplace, at <http://service.sap.com/swdc>.

Effects on Existing Data

Activating this business function enables users to choose four iViews, named below, from **Business Package for Manager Self-Service (SAP ERP) 1.51** and to view and (where authorized) maintain SAP Organizational Management data in the corresponding enhanced user interfaces.

- o In the iView **Edit Position Details**, found in the **Competency Management** area of the **Team** workset of Manager Self-Service 1.51, the enhanced user interfaces become available when this business function is activated.
- o In the iView **Start Process for Employee**, found in the **HCM Processes and Forms** area of the **Team** workset of Manager Self-Service 1.51, the enhanced user interfaces become available when this business function is activated.
- o In the iView **Start Process for Multiple Employees**, found in the **HCM Processes and Forms** area of the **Team** workset of Manager Self-Service 1.51, the enhanced user interfaces become available when this business function is activated.
- o In the iView **Start Organizational Process**, found in the **Organization** workset of Manager Self-Service 1.51, the enhanced user interfaces become available when this business function is activated.

Activating this business function does not affect corresponding (back-end) SAP Organizational Management data in any way; only the display of such data - in the front end - is enhanced. Moreover, if individual users elect to de-activate the display of the enhanced user interfaces, as described under **Effects on System Administration** below, then activating this business function, for those individual users, has no effect on existing data.

For additional information, consult SAP Note 1433225.

Effects on System Administration

If your enterprise activates this business function, but if individual users do not wish to employ the enhanced user interfaces within the corresponding iViews, then such users may de-activate the interfaces by assigning, within their profile, a value of **X** to parameter PDVIS_OFF, as instructed below.

1. From any screen within the standard system, choose **System -> User Profile -> Own Data**.
2. On the subsequent screen, choose **Parameters**. Then, in the two columns specified below, perform each corresponding entry:
 - Parameter ID
PDVIS_OFF
 - Parameter value
X
1. Save the modified parameters, then exit user profile maintenance.

If individual users define this parameter accordingly, then SAP Organizational Management data within the corresponding iViews is displayed to such users in the accustomed manner from prior releases.

- **Note**
This de-activation option is recommended for tester users, rather than active Manager Self-Service users.

If your enterprise activates this business function, but if it does not wish to employ the enhanced user interfaces within one or more of the corresponding iViews, then it may de-activate the interfaces for such iViews in Customizing for **Integration with Other mySAP.com Components**, under **Business Packages / Functional Packages -> Manager Self-Service (mySAP ERP) -> Organizational Chart Visualization -> Configure Organizational Chart Visualization**.

- o **Note**
Due to functional constraints, the enhanced user interfaces associated with this business function cannot be displayed in languages - such as Arabic or Hebrew - whose scripts are customarily written from right to left.

Effects on Customizing

You make the Customizing settings for this function in Customizing for **Integration with Other mySAP.com Components**, under **Business Packages / Functional Packages -> Manager Self-Service (mySAP ERP) -> Organizational Chart Visualization**. For detailed information, consult the organizational activity **Introduction and Preparation**, which is located within that chapter.

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 ->**

Business Functions -> Business Functions in SAP ERP -> Enterprise Business Functions -> Human Capital Management -> HCM, PD UI Visualization 01

General

Business Function HCM: Performance Appraisal Public Sector Portugal (SIADAP)

HCM_LOC_CI_10: Localization of Public Sector Topics for Portugal

Use

As of SAP enhancement package 5 for SAP ERP 6.0, Enterprise Extension **Human Capital Management** (EA-HR 605), business function **HCM, Localization of Public Sector Topics for Portugal** (HCM_LOC_CI_10), is available. With this business function, you can assess the performance of Portuguese Public Sector employees by means of an appraisal system.

The SIADAP performance appraisal is a preconfigured solution based on the Appraisal Systems functions from the *Personal Development* (PD) and *Personnel Administration* (PA) components. It consists of preconfigured appraisal catalog templates that public sector organizations can install to create and run SIADAP-specific performance appraisals.

Effects on Existing Data

The Portuguese Public Sector area menu has been enhanced to include the new reports pertaining to the SIADAP performance appraisal solution.

- o You use the **SIADAP: Appraisals Generation** (RPCSIAPT0PBS) Report to generate the appraisal documents that start the flow of the performance appraisal process for Public Sector employees in Portugal.
- o You use the **SIADAP Batch Input: Maintain Infotype 3218** (RPISIAPT0PBS) Report allows transfers the performance appraisal results to the **Performance Appraisal Results** (3218) infotype.

Effects on Customizing

You make the Customizing settings for this function in Customizing for **Payroll**, in **Payroll: Portugal -> Public Sector -> Performance Evaluation -> Performance Appraisal of Employees (SIADAP)**.

See also

SAP Library for **Performance Appraisal of Employees (SIADAP)** on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Central Component -> Payroll (PY) -> PY-PT Payroll Portugal -> Payroll in the Portuguese Public Sector (PY-PT-PS) -> Performance Appraisal of Employees (SIADAP)**.

Business Function HCM, Localization for CA, CN, FI, IN, IE, JP, and TW

HCM_LOCCI_11: HCM Localization Topics

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRRXX), the business function ***HCM, Localization for CA, CN, FI, IN, IE, JP, SG, and TW*** is available. With this business function you can meet country-specific requirements in the area of ***Human Capital Management*** (HCM).

For more information, see the following release notes:

HCM_LOC_CI_11: Tax Classification for Cross-Year Payments (New)

HCM_LOC_CI_11: Cut-Off Absences and Recurring Payments (New)

HCM_LOC_CI_11: Court Deduction from Net Income (New)

HCM_LOC_CI_11: China Contract Termination Workbench (New)

HCM_LOC_CI_11: Solutions for IN - HRAS - Hiring Process (New)

HCM_LOC_CI_11: Solutions for CA - YTD load schema (CE) (Enhanced)

HCM_LOC_CI_11: Solutions for IE - Generic Settings (Enhanced)

HCM_LOC_CI_11: Solutions for Finland Forest and Paper Industry (New)

HCM_LOC_CI_11: Year-End Adjustment Recalculation (Enhanced)

HCM_LOC_CI_11: Earnings, Hours and Employment Costs Survey (New)

HCM_LOC_CI_11: AW Ceiling (New)

HCM_LOC_CI_11: Tax Forms for Japan (Enhanced)

HCM_LOC_CI_11: Business Office Tax (New)

HCM_LOC_CI_11: Samples for Payroll Result Reporting (Enhanced)

HCM_LOC_CI_11: Infotype Log (Enhanced)

HCM_LOC_CI_11: Global ID on Form 16 (Enhanced)

See also

For more information, see SAP Library under ***Business Function Sets and Business Functions -> Enterprise Business Functions -> Human Capital Management -> Country-Specific Business Functions.***

HCM_LOC_CI_11: Tax Classification for Cross-Year Payments (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRRXX 605), business function **HCM, Localization for CA, CN, FI, IN, IE, JP, SG, and TW** (HCM_LOC_CI_11), you can include payments made in the current year in the year-end reports for the previous year.

You may have to pay employees the year-end bonus or benefits for the last year in a payroll period of the current year. When an employee reports his or her income in the last year to the government, these payments should be included in the previous year's reports. The **cross-year payment** function enables you to generate complete year-end reports for the employees when you use the wage types that save the cross year payments only.

Note

Retroactive payroll calculation is not possible for cross-year payments.

Effects on Customizing

To save the cross-year payments for payroll processing, you must first define the specific wage types in Customizing for **Payroll: Taiwan** under **Tax -> Payroll -> Tax Wage Types -> Define Wage Types for Cross-Year Payment**.

See also

For more information, see SAP Library under **SAP ERP Central Component -> Human Resources -> Payroll -> Payroll Taiwan (PY-TW) -> PY-TW Gross Payroll Accounting -> PY-TW Bonus Payment**.

- o **PY-TW Processing Bonus Payment**
- o **PY-TW Notes for System Administrators**

HCM_LOC_CI_11: Cut-Off Absences and Recurring Payments (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRRXX 605), business function **HCM, Localization for CA, CN, FI, IN, IE, JP, SG, and TW** (HCM_LOC_CI_11), you can value employees' absence and pay the recurring payment based on different periods other than regular payroll periods during payroll run. With this function, payments to an employee correspond to his or her actual working status.

You specify a day in a month as the **cut-off day**. The cut-off days in two adjacent months define a cut-off period, which can be different from the regular payroll period. During a regular payroll run, the cut-off processing enables you to:

- o Valuate absences that occur entirely within the current cut-off period
During the payroll run, if an employee has an absence that is outside the cut-off period, the system saves the absence in the corresponding carryover wage type, and will value it in the next payroll period. The carryover wage type is in the TWOT section of the payroll log.
- o If the recurring payment is adjusted in the current cut-off period, calculate the correct payment amount by proration.

Cut-off processing for absence valuation and recurring payments are independent of each other. You can use either or both of them.

Effects on Customizing

To use the new cut-off function, you make the following settings in Customizing for **Payroll: Taiwan** under

- o **Absences -> Valuation of Absences -> Cut-Off Processing**
- o **Cut-Off Processing for Recurring Payments**

See also

For more information, see SAP Library under **SAP ERP Central Component -> Human Resources -> Payroll -> Payroll Taiwan (PY-TW) -> PY-TW Gross Payroll Accounting -> PY-TW Cut-Off Processing**.

HCM_LOC_CI_11: Court Deduction from Net Income (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRRXX 605), business function **HCM, Localization for CA, CN, FI, IN, IE, JP, SG, and TW** (HCM_LOC_CI_11), you can deduct part of an employee's net income to repay his or her creditors until the debts are cleared.

You can make the **court deduction** from the net income during regular payrolls; and from the net bonus payments during off-cycle payroll runs. The court deduction process also applies to the retroactive payroll calculation.

The following new objects are available to enable the court deduction:

- o Infotype: **Deduction (TW)** (3223), subtype **Court Deduction**
You save an employee's information relevant for court deduction in this subtype per creditor, including:
 - Total debt amount
 - Interest amount
 - Deduction percentage from regular income and bonus
 - Decision on how to make the final deductionDuring a payroll run, the system makes the deductions according to the infotype records.
- o Report: **Court Deduction History Records Display** (HTWCTDC0)
This report enables you to check the issued court deductions for the selected employees in a specified period.
You can display the following information of the deduction records in the past payroll periods per creditor:
 - The details for each deduction
 - The details for each past payroll period, which is a summary of all the deductions issued in the same payroll period
 - An overview for each creditorAccording to the issued deductions, the report provides an estimation of when the final deduction period will take place.
If the remaining amount of a record is zero, you can modify the end date of the corresponding infotype record. Then the system will not check the infotype record in the future payroll runs.
For more information, see **Display of Court Deduction Records** (HTWCTDC0).

Effects on Customizing

To use this function, make the settings in Customizing for **Payroll: Taiwan** under **Deductions -> Court Deduction**.

See also

For more information, see SAP Library under **SAP ERP Central Component -> Human Resources -> Payroll -> Payroll Taiwan (PY-TW) -> PY-TW Deductions -> Court Deduction**.

HCM_LOC_CI_11: China Contract Termination Workbench (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRRXX 605), business function **HCM, Localization for CA, CN, FI, IN, IE, JP, SG, and TW** (HCM_LOC_CI_11), you can save and process the information related to an employee's labor contracts termination in the system.

You are provided with the following functions:

- o **Contract Termination (CN)** (3224) Infotype
You save all the information related to an employee when his or her labor contract terminates. This infotype applies not only for the normal contract expiry, but also for various special situations such as due to personal misbehaviors, poor financial circumstances and so on, in which you have to terminate an employee's labor contract.
- o **Generate Statement of Employment Termination** (HCNTERM0) Report
When an employee's labor contract terminates, the employer is required to provide the employee a statement to proof the end of their employment relationship. You use this report to fill in the printable statement, which is in a pre-defined PDF layout.
For more information about this report, see **Generate Statement of Employment Termination**.
- o **Labor Contract Termination Workbench**
You can complete the termination-relevant administrative tasks together on this workbench, which includes the following functions:
 - Searching for the employees according to the information in the labor contracts
 - Checking the important information written in an employee's labor contract
 - Maintaining an employee's records in the following termination-relevant infotypes:
 - Special Payment (CN)** (3212)
 - Contract Termination (CN)** (3224)
 - Simulating the termination payroll run to calculate the payments to be delivered to an employee
 - Accessing the **Personnel Action** function to execute an actual termination action
 - Generating the termination statement for an employee whose contract is terminated

Effects on Customizing

To use this function, make the settings in Customizing for **Personnel Management** under **Contractual and Corporate Agreements -> China-Specific Settings -> Termination**.

See also

For more information, see SAP Library under **SAP ERP Central Component -> Human Resources -> Personnel Administration -> Country-Specific Aspects of Personnel Administration -> China-Specific Functions**.

HCM_LOC_CI_11: Solutions for IN - HRAS - Hiring Process (New)**Use**

As of SAP ECC 6.0, Enterprise Extension Payroll, Enhancement Package 5 (EA-HRCIN605), the business function Enhancements in HRAS Hiring Process is available for Payroll India.

With this business function you can enable the HR Administrative Services (HRAS) hiring action for country version India.

The India specific infotypes that will be enabled in the Hiring process through HRAS include the following:

<u>Infotype</u>	<u>Infotype Description</u>
0002	Personal Data
0001	Organizational Assignment
0006	Addresses
0007	Planned Working time
0008	Basic Pay
0009	Bank Details
0581	Housing (HRA/CLA/COA)
0583	Car & Conveyance
0587	Provident Fund Contribution
0588 - 0001	Other Statutory Deductions
0588 - 0002	Other Statutory Deductions
0588 - 0003	Other Statutory Deductions
0588 - 0004	Other Statutory Deductions
0590 - 0001	Long Term Reimbursements
0590 - 0002	Long Term Reimbursements

For Hiring Process using HRAS, the standard template of HRAS forms are also now available in the system.

Effects on Customizing

You can Customize the Hiring Process through HRAS under Personnel Management - > **HR Administrative Services**.

HCM_LOC_CI_11: Solutions for CA - YTD load schema (CE) (Enhanced)**Use**

As of SAP ECC 6.0, Enterprise Extension Financials, Enhancement Package 5 (EA-HRCCA 605), the business function CE enablement of YTD load schema is available.

With this business function you can transfer data from any legacy systems to SAP HR system in concurrent employment scenario. The business function enables you to populate payroll clusters while going live in concurrent employment in the middle of the year.

For example, you go live with SAP Concurrent Employment payroll in June, 2009. At this time, some employees have already paid the legislated maximum for government mandated programs such as Employment Insurance and Canada Pension Plan. This business function enables you to convert the Year To Date amounts from the legacy payroll system, thus enabling a calculation of salary and deductions correctly.

To enable this calculation, a new schema **Transfer legacy data (Canada specific) KLKC** is available in the system.

Payroll Driver (Canada) (RPCALCK0_CE) report calls this schema to populate payroll clusters with data from above mentioned tables.

Effects on Customizing

You can Customize the CE enablement of YTD load schema under Payroll Canada - > Concurrent -> **Loading Data with KLKC**.

HCM_LOC_CI_11: Solutions for IE - Generic settings (Enhanced)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (SAP_HRCIE 604), the business function, HCM Localization Solutions (HCM_LOC_CI_11) is available. You can enhance the following functionalities for country version Ireland.

- **Enhance the existing Standard Payroll Exceptions function (IESEP)**
HR-IE : Standard Payroll Exceptions (IESEP) payroll function, during payroll run, will report an Error or Warning message in case you do not maintain employee details for a particular infotype and its subtype.
To do this, payroll function will read the return value of **Infotype Check Feature: Ireland** (IEICH) feature.
- **Enhance the existing Ireland specific P45 Report for Leavers (HIECP450)**
P45 Legislative Reporting Ireland (HIECP450) report will dynamically identify the reason for the employee leaving the company is due to his or her death.
To do the same, this report will read the return value of **Termination reason for death** (IETRD) feature.
- **Recover overpaid salary from an employee because of a delayed leaving action performed**
The system, during current payroll run, adjusts the extra amount that the employee received because of a delayed leaving action performed. To do this, following objects are available in the system:
 - **Adjustment Taxable Pay** (MCL0) wagetype
 - **Adjustment PRSlable Pay** (MCL1) wagetype
 - **Adjustment Pensionalb Pay** (MCL2) wagetype
 - **Adjustment Leviable Pay** (MCL3) wagetype

Effects on Existing Data

Previously, if the reason for terminating an employee was due to his or her death, you have to manually select **Employee deceased indicator** checkbox in **P45 Legislative Reporting Ireland** (HIECP450) report screen. Now, **P45 Legislative Reporting Ireland** (HIECP450) report reads the return value of **Termination reason for death** (IETRD) feature to determine whether the employee is deceased.

Effects on Customizing

You make the Customizing settings for this function in Customizing for Payroll in:

- **Maintain Reason for Termination**
- **Maintain Infotype Check**

HCM_LOC_CI_11: Solutions for Finland Forest & Paper Industry (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (SAP_HRCFI 604), business function **HCM, Localization Solutions** (HCM_LOC_CI_11), you can enable the following functionalities for country version Finland:

- o **Seniority Allowance** -
Activating this functionality enables you to calculate the Seniority Allowance of an employee or a group of employees based on the information obtained from different infotypes that you maintain for the employee.
To perform this process, the following objects are available in the system:
 - **Calculate Seniority Allowance Outpayments and Accruals / Generate BI** (HFINISA0) report
 - **Seniority Allowance Payout Frequency (Finland)** (44SAF) Feature
 - **Seniority Allowance Eligibility (Finland)**(44SAE) Feature
 - **Seniority Allowance Handling Group (Finland)** (44SAG) feature

- o **Work Time Equalization**
Activating this functionality enables you to calculate the work time compensation on the basis of the employee's working hours. The system calculates the employee's working hours based on his or her work schedule and absence details.
You can also use this functionality to:
 - Report the employee's compensation for previous year and current year
 - Predict or forecast the employee's work time details for the futureTo perform the same, the following objects are available in the system:
 - **Work time equalization year-end report** (HFIWTEQ1)
 - **Work time equalization follow-up report**(HFIWTEQ2)
 - **Work time equalization predicting report** (HFIWTEQ3)

- o **Termination Handling**
Activating this functionality enables you to process data for employees who are terminating their services from the industry.

Effects on Customizing

You can customize the same under Customizing for **Payroll** in:

- o **Seniority Allowance**
- o **Worktime Equalization**
- o **Termination Handling**

See also

For more information, see SAP Library under SAP ERP Central Component ->**Human**

Resources ->Payroll -> Payroll Finland-> Forest and Paper Industry

HCM_LOC_CI_11: Year-End Adjustment Recalculation (Enhanced)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (SAP_HRCJP 604), business function **HCM, Localization for CA, CN, FI, IN, IE, JP, and TW (HCM_LOC_CI_11)**, you can recalculate year-end adjustment (YEA) results when an employee has made the changes that cause a difference in annual income tax amount after you performed YEA.

The enhanced YEA solution enables you process the following scenarios:

- o YEA calculation
 - An employee receives an additional non-periodical shoyo as the last payment at the end of the year, in this case, you can process non-periodical shoyo with YEA to recalculate YEA result.
- o YEA recalculation
 - After you performed YEA , an employee notifies the change of spouse's income, dependent's income, premium amount, and so on before January 31 of the following year. In this case, you can perform **repeat YEA (up to Jan 31)** to recalculate the YEA result for the employee.
 - After you perform YEA, an employee notifies the change of spouse's income, dependent's income, premium amount, and so on after January 31 of the following year. In this case, you can perform **repeat YEA (after Jan 31)** to recalculate YEA result for the employee.
 - The tax office notifies the mistake of the spouse's income, dependent status, dependent's income, and so on around October of the following year to the employers . In this case , you can perform **YEA correction of dependents'data** to recalculate the YEA result for the employee.
- o Withholding Tax Statement / Summary of Salary Payment Report
 - **Withholding Tax Statement** is enhanced to provide the withholding tax statement for each tax category for the employee if the employee is not subject to YEA.
 - **Summary of Salary Payment Report** is enhanced to display the necessary information that you can generate or fill out the form from SAP List viewer.

Effects on Existing Data

The system currently provides the YEA recalculation with the off-cycle reason **YEA Correction** (0006) to recalculate the YEA result. However, this process is only available till the first payroll of the following year. The enhanced YEA recalculation replaces the existing recalculation solution (off-cycle reason 0006), which provides the following off-cycle reasons to enable you to process YEA recalculation at any time.

- o **Repeat YEA (up to Jan 31)** (off-cycle reason 0015)
- o **Repeat YEA (after Jan 31)** (off-cycle reason 0016)
- o **YEA correction of dependent's data** (off-cycle reason 0017) With this business function, the YEA results is not stored in cluster YJ as before. The system stores the YEA results in cluster RJ in which the payroll results are not overwritten. Therefore, you can check the history of YEA results in cluster RJ.

Effects on Customizing

You make the Customizing settings for this function in Customizing for Payroll for Japan in **Modification of Summary of Salary Payment Reports.**

See also

Release Note **HCM_LOCCI_11: Business Function HCM, Localization for CA, CN, FI, IN,**

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> SAP ERP Central Component -> Human Resources -> Payroll -> Payroll Japan-> Payroll in the SAP System ->Off-Cycle Payroll Activities->Year End Adjustment.**

HCM_LOC_CI_11: Earnings, Hours and Employment Costs Survey (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (SAP_HRCIE 604), the business function, HCM Localization Solutions (HCM_LOC_CI_11) is available. With this business function you can generate the Earnings, Hours and Employment Costs Survey (EHECS) quarterly record for submission to the Central Statistics Office (CSO) in Ireland.

The following new objects are available to generate EHECS :

- o **Form EHECS** (HIECECS0) report
This report generates the Earnings, Hours and Employment Costs Survey (EHECS) records. This record contains the following data:
 - Year and Quarter of the EHECS return
 - Type of return
 - Employer's unique registered number
 - Name and phone number of the contact person
 - Position of person in the organization signing declaration
 - Email address of person signing the declaration
- o **EHECS Employee Types** (IEEET) Feature
This feature determines the Employee Types.
- o **EHECS Occupation Category** (IEOCC) Feature
This feature determines the Occupation category of an employee.
- o **HRIE : User Exit for EHECS** (HR_IE_EHCS_BADI)
You can use this BAdI to modify the standard derivation of the EHECS Form (HIECECS0)

Effects on Customizing

You can customize the same under Customizing for Payroll Ireland in **Earnings, Hours and Employment Costs Survey**.

HCM_LOC_CI_11: AW Ceiling (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (SAP_HRC5G 604), the business function, HCM Localization Solutions (HCM_LOC_CI_11) is available. You can use new methods to calculate Additional Wages (AW) ceiling for country version Singapore.

The new methods to calculate CPF AW capping are:

- o System uses previous year's Ordinary Wages to calculate current year's AW ceiling
- o System uses current year's projected Total Ordinary Wages (TOW)
- o System uses the customer specific method that you have maintained in **User Exit to calculate AW ceiling** (HRPAYSG_CALCULATE_3OW) BAdI

To do this, the following new objects are available in the system:

- o **CPF AW ceiling calc method** (CPFAW) constant
- o **Overriding /3OW** (M3OW) wage type
- o **Calculation of CPF AW ceiling** (RS3OW) function
- o **User Exit to calculate AW ceiling** (HRPAYSG_CALCULATE_3OW) BAdI

Effects on Customizing

You can customize the same under Customizing for Payroll in **CPF AW Ceiling**

HCM_LOC_CI_11: Tax Forms for Japan (Enhanced)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCJP 605), business function HCM, Localization for CA, CN, FI, IN, IE, JP, and TW (HCM_LOC_CI_11), you can print out the following tax forms on plain paper in the format provided by the National Tax Agency in Japan.

For more information about the changes to the individual reports that you use to generate the tax forms, see the details below:

- o **Withholding Tax Statement(RPCEADJ0)**
 - The enhancements to the Withholding Tax Statement (RPCEADJ0) report enable you to perform the following:
 - Output withholding tax statements and pay slips in PDF-based forms by printing the data on plain paper.
 - Print the statements for two employees or for four employees per page
 - Sort the order of employees on the PDF-based form according to the purpose for which you use the report
 - To meet your requirements, you can add extra fields and change the sorting order to the PDF form .
For more information, see report documentation RPCEADJ0.
- o **Wage Ledger (RPCEWGJ1)**

The report enables you to display the wage calculation period in the wage ledger as follows:

 - Regular payroll: display Kijun-nai and Kijun-gai periods
 - Shoyo payroll: display Shoyo target period
- o **Salary Payment Report for Non-Residents / Summary of Salary Payment(RPCNRPJ0)**

The report enables you to print a payment report or summary of payment reports for non-residents as a PDF-based form on plain paper in the format provided by the National Tax Agency in Japan.
- o **Application Form for Employee Income Tax and Family Dependent Tax(RPLDJDJ0)**

The report enables you to print the declaration of tax exemption for dependent family members as a PDF-based form on plain paper in the format provided by the National Tax Agency in Japan.
- o **Life Insurance and Spouse Tax Deduction Declaration(RPLLIDJ2)**

This report enables you to print the declaration of tax deduction for insurance premiums and special deductions for spouses as a PDF-based form on plain paper in the format provided by the National Tax Agency in Japan.

Effects on Existing Data

The table below shows the changes to the existing output types of the reports that generate the above forms:

<u>Report</u>	<u>Current Set-Up</u>	<u>PDF On+ BF not Active</u>	<u>PDF On + BF</u>
<u>Active</u>	<u>Comments</u>		
RPCEADJ0	SAP List SAP script	SAP List PDF in NH format	SAP List PDF in
	NTA/MIC format		
RPCNRPJ0	SAP List Contents change	PDF in NTA format	PDF in NTA
	format		
RPLDJDJ0	SAP script	PDF in NH format	PDF in NTA/
	NH format		
RPLLIDJ2	SAP List	PDF in NH format	PDF in
	NTA/NH format		
RPCEWJ1	SAP script Contents change	PDF in NTA Format	PDF in NTA
	format		

Note:

- o Current Set-Up: The existing system, which means that PDF-based forms, and neither of the business functions listed under Effects on Customizing is activated.
- o PDF On: You have activated the business function ERP, PDF-Based Forms (ERP_ALL_PDF_FORMS) and performed the Customizing activity Activate PDF-Based Forms for SAP ERP.
- o BF: The business function HCM, Localization for CA, CN, FI, IN, IE, JP, and TW (HCM_LOC_CI_11).
- o NH : Nikon Hourei
- o NTA: National Tax Agency
- o MIC: Ministry of Internal Affairs and Communications
- o Contents change: When you activate the PDF-Based Forms and the BF, the PDF form generated by report RPCNRPJ0 includes the submission date and the PDF form generated by report RPCEWJ1 includes wages calculation period.

In addition, in **Withholding Tax Statement** (RPCEADJ0), the radio button **Withholding Tax Statement -Prints Out** is changed to the following:

- o **Withholding Tax Statement-Printout (Submission to Tax Offices)**
- o **Withholding Tax Statement-Printout (Distribution to Employees)**

Therefore, when you select the **Withholding Tax Statement-Printout (Submission to Tax Offices)** to print out the tax form, the resulting withholding tax statements do not contain the following employee's data:

- o The employee is a YEA applicable employee whose payment amount is equal to or less than JPY 5,000,000 in the year.
- o The employee is a YEA non-applicable whose payment amount is equal to or less than JPY 2,500,000 in the year.

- o The employee is an Otsu-ran or Hei-ran applicable employee whose payment amount is equal to or less than JPY 500,000 in the year.

Effects on Customizing

To print tax forms as PDF-based forms on plain paper in the format provided by the National Tax Agency in Japan, you must activate the following:

- o Activate the business function ERP, PDF-Based Forms (ERP_ALL_PDF_FORMS).
- o Activate PDF-based forms in customizing. For more information, see Customizing for Cross-Application Components under **Processes and Tools for Enterprise Applications->Activate PDF-Based Forms for SAP ERP**.

If you want to add extra fields and change the sorting order to the PDF form generated by report RPCEADJ0, you can do so in Customizing for **Payroll for Japan -> Tax -> Reporting -> Business Add-Ins -> BAdI: PDF Form Output Change for RPCEADJ0**.

See also

For more information see the main release note for business function **HCM Localization for CA, CN, FI, IN, IE, JP, and TW (HCM_LOC_CI_11)** and SAP Library under **Payroll Japan-> Reporting ->Tax Reporting**.

HCM_LOC_CI_11: Business Office Tax (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCJP 605), business function HCM, Localization for CA, CN, FI, IN, IE, JP, and TW (HCM_LOC_CI_11), you can use the data that the **Monthly Statement of Employee's Salary for Business Office Tax** (HJPUBT_BOTAX) report generates to calculate the employee's rate of business office tax.

You can use the new report to execute the followings functions:

- o Calculate the number and the total of payment amount paid for all employees, regardless of an employee's status per business establishment and per payroll type on a monthly basis
- o Calculate the number and the amount paid for the recipients of employment improvement subsidy on a monthly basis
- o Calculate the number and the amount paid for employees exempt from business office tax who are over the legally defined age, or who are disabled on a monthly basis.
- o Display additional employee statuses according to customer-specific requirements and calculate the total number of employees and payment amounts per status
- o Calculate the number and the amount paid for employees who have to pay tax on a monthly basis
- o Output the detailed statement of employee's salary per business establishment and per payroll type.

Effects on Existing Data

The area menu has been enhanced by the new entry: Monthly Statement of Employee's Salary for Business Office Tax , you can access it through the path below:

On SAP Easy Access, choose **Information System-> Human Resource->Payroll->Asia/Pacific-> Japan->Subs.Activities->Per Payroll Period->Reporting-> Business Office Tax.**

Effects on Customizing

You make the Customizing settings for this function in Customizing for Payroll for Japan under Tax -> **Reporting-> Business Office Tax.**

See also

For more information see the main release note for business function **HCM Localization for CA, CN, FI, IN, IE, JP, and TW (HCM_LOC_CI_11)** and SAP Library under Payroll Japan-> Reporting ->Tax Reporting.

HCM_LOC_CI_11: Samples for Payroll Result Reporting (Enhanced)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCJP 605), business function HCM, Localization for CA, CN, FI, IN, IE, JP, and TW (HCM_LOC_CI_11), you can prepare additional payroll results based on your own format or your own requirements. To outline the types of payroll results that you can export, you can use the following sample objects:

- o Sample interface **JP01** and **JP02**:
You can use the sample interface JP01 to export data to an external system for creating regular pay slip.
You can use the sample interface JP02 to export data to an external system for creating Santei form.
The system generates the TemSe files by means of the sample interface, which contains necessary information for non-SAP applications to generate.
- o Sample infotype **3239**:
You can copy this infotype to create your own payroll infotype. You use the SAP query to generate your required payroll reports by reading the payroll data from the infotype that you create.

Additionally, the **Santei Geppen Checklist** (RPCSIIJ0) report enables you to output more detailed information on Santei Geppen results.

Effects on Customizing

You make the Customizing settings for displaying customer-specific payroll results I SAP query in Customizing for Personnel Management under **Human Resource Information System-> Payroll Results** as follows:

- o **Set Up Payroll Infotypes**
- o **Set Up Assignment to Payroll**

See also

For more information, see SAP Library under **SAP ERP Central Component -> Human Resources -> Payroll -> Payroll Japan -> Reporting -> Reporting on Payroll Results** and main release note for business function **HCM Localization for CA, CN, FI, IN, IE, JP, and TW (HCM_LOC_CI_11)**.

HCM_LOC_CI_11: Infotype Log (Enhanced)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCJP 605), business function HCM, Localization for CA, CN, FI, IN, IE, JP, and TW (HCM_LOC_CI_11), you can use the following new log functions:

- Update log: To monitor any changes on sensitive infotypes
- Access log: To monitor any accesses to sensitive infotypes

To enable you to view or delete infotype logs, you can use the following new reports:

- **Display Access Log**(RPCACCJ0)
- **Display Update Log** (RPCUPDJ0)
- **Delete Access and Update Logs**(RPCDLGJ0)

You can also use new reports to archive the infotype logs or delete the infotype logs automatically. The new reports, which you call in the Archive Administration (SARA) transaction, are as follows:

- **Archiving Write Program for Access Log** (RPCACWJ0), the archiving object is *HR_ACCLOGJ*.
- **Archiving Write Program for Update Log** (RPCUPWJ0), the archiving object is *HR_UPDLOGJ*.
- **Archiving Delete Program for Access Log** (RPCACDJ0), the archiving object is *HR_ACCLOGJ*.
- **Archiving Delete Program for Update Log**(RPCUUDJ0), the archiving object is *HR_UPDLOGJ*.

Note:

To run the reports mentioned above successfully, you must ensure you have the sufficient authorization.

Effects on Existing Data

The area menu has been enhanced by the following new entries:

- Display Update Log (RPCACCJ0)
- Display Access Log (RPCUPDJ0)
- Delete Access and Update Logs (RPCDLGJ0)

From SAP Easy Access, choose **Information System-> Human Resource-> Personnel Management-> Administration-> Documents-> Infotype Log**.

Effects on Customizing

You make the Customizing settings for this function as follows:

- To execute the reports successfully, you configure the authorization object **P_ABAP** properly. To do so, in SAP Easy Access, choose **Tools-> Administration-> User Maintenance-> Role Administration-> Role**

Maintenance (Transaction Code PFCG).

- o You make settings in Customizing for Personnel Administration under **Tools->Revision-> Country-Specific Settings for Japan-> Infotype Log**.

Note:

To use the function of Infotype log, you must implement the BAdIs, **HRPAD00INFTY** and **HRPAD00AUTH_RECORD**, for more information, see SAP Note **1411657**.

See also

For more information, see the main release note for business function **HCM_LOC_CI_11: Business Function HCM, Localization for CA, CN, FI, IN**, and SAP Library under **Human Resources -> Personnel Management -> Personnel Administration -> Country-Specific Aspects of Personnel Administration-> Japan-Specific Functions-> Infotype Log**.

HCM_LOC_CI_11: Global ID on Form 16 (Enhanced)

Use

As of SAP ECC 6.0, Enterprise Extension Payroll, Enhancement Package 5 (EA-HRCIN 605), the business function **Enhancements in Global ID for Form 16** is available for Payroll India.

With this business function, you can print customer specific text above the header, on each page of Form 16. To enable this, a new **BAdI HR IN: Customer specific text above Form 16 header** (HR_IN_F16_HTEXT1) is available in the system. You can access this BAdI under Customizing for Payroll India in **Print Customer Specific Text above Form 16 Header**.

Effects on Customizing

To use this function, you must activate the business function HCM Topics for India (HCM_LOC_CI_11).

You can customize the same under Customizing for Payroll India in **Print Customer Specific Text above Form 16 Header**.

Business Function HCM, Localization Topics for India and Japan

HCM_LOC_CI_12: Business Function HCM Topics for India and Japan (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRRXX 605), the business function ***HCM Topics for India and Japan*** is available. You can use this business function to meet the country-specific requirements in the area of Human Capital Management (HCM) for India and Japan, including the following functionalities:

- o India Global Employment
- o India income tax declaration proof in ESS
- o Japan Employee Self-Service enhancement

For more information, see the following release notes:

- o **HCM_LOC_CI_12: Global Employment (New)**
- o **HCM_LOC_CI_12: Income Tax Declaration - ESS India (New)**
- o **HCM_LOC_CI_12: Employee Self-Service Enhancement (New)**

Note

To use this business function, you have to activate the ***Human Capital Management*** (EA-HR) Enterprise Extension.

See also

SAP Library under ***Business Functions (SAP Enhancement Package 5 for SAP ERP 6.0) -> Business Functions in SAP ERP -> Enterprise Business Functions -> Human Capital Management -> Country-Specific Business Functions -> HCM Topics for India and Japan.***

HCM_LOC_CI_12: Global Employment

Use

As of SAP ECC 6.0, Enterprise Extension Payroll, Enhancement Package 5 (EA-HR605), the business function Enhancements in Global Employment is available for Payroll India.

With this business function, you can streamline your expatriation and repatriation processes on overseas assignments to your specific needs. The solution supports basic functionality of master data capture and payroll processing of global assignments of an employee.

For example, employees of your Indian firm is seconded to your subsidiary company in the USA. Employee receives payments (a part of salary and allowances) in India as well as in USA. Now, the employee still pays Income Tax in India during his or her overseas assignment. This amount is calculated in the Indian payroll run. But taxable income of the employee need to include payments paid in USA also. Hence these payments are sent from the USA, the sending payroll, to India, the receiving payroll. They are included in employee's taxable income in India, and accordingly income tax is computed and deducted from the employees remuneration during payroll processing.

Apart from the objects used in the core solution for Global Employment, the following new objects are present in the system for Payroll India:

- o Constants
 - **Check 1 for NOR status (RINO1)**
 - **Check 2 for NOR status (RINO2)**
 - **Check 1 for NRI status (RINR1)**
 - **Check 2 for NRI status (RINR2)**
 - **Check 3 for NRI status (RINR3)**
 - **Years of NRI status to be read (RINOR)**
 - **Years of data to be read (RINON)**
 - **Total no of years of past data (RIYRS)**
 - **Years of data to be read (NRI) (RINRC)**
- o Cumulation wage types
 - **GE Monthly Regular Income (/141)** (Cumulation Class 41)
 - **GE Irregular Income (/142)** (Cumulation Class 42)
- o **HR-IN:Claims Balance upload program HINURIST (report)**
- o BAdI
 - HR IN:Determine RI status (HR_IN_RI_DET)

Note that the implementation of existing BAdI definition **Global employment data of an employee** (HR_IN_GE_EMP_DATA) exists in the system. It uses method CALCULATE_VALUE and DETERMINE_CALCULATION_CPI.

Effects on Customizing

You can Customize the Enhancements to Global Employment in IMG under **Payroll**

India -> Global Employment.

HCM_LOC_CI_12: Income Tax Declaration - ESS India (New)

Use

As of SAP enhancement package 5 for ERP 6.0, Enterprise Extension **Human Capital Management** (EA-HR 605), business function **HCM, Localization Topics for India and Japan** (HCM_LOC_CI_12), you can use the new **Income Tax Declaration - ESS** solution. Activating this solution enables employees to submit their savings details and other IT declarations through a web application in the Enterprise Portal. The system reads and processes these details for payroll processing. Using the solution,

- o Employees can create and process the following type of requests:
 - Section 80
 - Section 80C
 - Previous employment details
 - Housing
- o Approvers can display, change, reject or approve the above mentioned requests. The approvers can keep a record of the proposed and actual contributions made by an employee towards different income tax sections. For example Section 80.

To perform the same, the following objects are available in the system:

- o **HR-IN: Batch program for Income From Other Sources (Housing)** (HINIS240) report
- o **INPS: Infotype Update Report for Advanced Claims**(HINUINFU) report
- o **ESS: Tax Declaration Details** (ESSTD) constant
- o **Configure the Declaration Document and PDF File Format**(40GAD) feature

Effects on Customizing

You can customize the same under Customizing for Payroll: **India -> Employee Self-Service -> Income Tax Declaration**.

See also

For more information, see SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> SAP ERP Central Component -> Human Resources -> Payroll -> Payroll India -> Employee Self-Service -> Income Tax Declaration**.

HCM_LOC_CI_12: Employee Self-Service Enhancement (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRRXX 605), business function **HCM, Localization Topics for India and Japan** (HCM_LOC_CI_12), you are entitled to the following Japan-specific enhancements for the Employee Self-Services (ESS):

Year-End Adjustment

During the year-end adjustment (YEA) phase, an employee needs to fill out the following forms and submit to the government:

- Employee Income Tax and Family Dependent Tax Form
- Life Insurance and Spouse Tax Deduction Declaration Form

According to the information in the forms, the HR administrator runs the YEA payroll for the employee. Based on the YEA payroll result, the HR administrator generates the Withholding Tax Statement Form and submits it to the government.

The enhancement includes the following HCM processes:

- **Submit Employee Income Tax and Family Dependent Tax Form**
- **Submit Life Insurance and Spouse Tax Deduction Declaration Form**
- **Maintain Personal Tax Status Information**
- **Maintain Year-End Adjustment Data**

Each process enables the employees to provide the information required in the forms; and enables the HR administrator to check the employees' submitted information, then updates the relevant infotypes in the backend system.

In addition, the employee can check the complete YEA forms in the previous years on the ESS portal by using the following services:

- **Display Employee Income Tax and Family Dependent Tax Form**
- **Display Life Insurance and Spouse Tax Deduction Declaration Form**
- **Display Withholding Tax Statement Form**

Commuting Allowance

To apply for the commuting allowance, the employees need to provide the transportation information to the company.

The new HCM process combines the following actions taken by different persons together:

1. An employee enters the new or changed commutation information
2. The line manager approves the employee's commutation information
3. The HR administrator updates the employee's master data in the backend system

All the relevant persons are informed by the automatic system notification letter, which significantly smoothes the process.

Effects on Customizing

To use this function, make the settings in Customizing for **Personnel Management** under **Employee Self-Service -> Service-Specific Settings -> Own Data -> Japan-Specific Settings**:

- o **Year-End Adjustment**
- o **Commuting Allowance**

See also

For more information, see SAP Library under **SAP ERP Central Component -> Human Resources -> Shared Services**:

- o **Business Package for Employee Self-Service 1.51 -> Employee Self-Service (ESS) Applications -> Personal Information -> Country-Specific Applications -> Japan**
- o **HR Administrative Services (PA-AS) -> HCM Processes and Forms -> Sample Processes in HCM Processes and Forms -> Country-Specific Processes -> Japan**

Business Function HCM, Rehiring Following Retirement Topics for Japan

HCM_LOC_CI_13: HCM, Rehiring Following Retirement Topics for Japan (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCJP 605), the business function ***HCM, Rehiring Following Retirement Topics for Japan (HCM_LOC_CI_13)*** is available. With this business function, you can generate the statutory forms that employees can use to apply for continuous employment benefits. In addition, the business function enables you to process the business case of rehiring following retirement in related tax reports and to create the summary of withholding tax statements to notify the tax authorities of their employment income and retirement income that the employers have paid.

The business function contains new reports that enable you to prepare the following forms:

- **Summary of Withholding Tax Statements**
You can use the data from report RPCWTSJ0 to fill in the Summary of Withholding Tax Statements form for employment income and retirement income.
- **Employment Insurance Certification of Leaving**
You can use the report RPCELVJ0 to generate the Employment Insurance Certification of Leaving form in the legally-required format.
- **Wage Certificate at the Age of 60**
You can use the report RPCEWCJ0 to generate the Wage Certificate at the Age of 60 form in the legally-required format.
- **Confirmation of Certification form or the Confirmation of Certification**
You can use the data that report RPCEICJ0 prepares to help you fill in the Confirmation of Certification form and the Confirmation of Certification and Application of Benefits form.
- **Application Form for Continuous Employment Benefits**
You can use the data that report RPCEIBJ0 prepares to help you fill in the Application Form for Continuous Employment Benefits.

Note:

To use this business function, you have to activate the ***Human Capital Management (EA-HR)*** Enterprise Extension.

Effects on Existing Data

You can use a new report (RPCELVJ0) to generate the *Employment Insurance Certification of Leaving* form in the legally required format. However, an existing report (**RPCUEMJ0**) can generate the same form. The differences between the two reports are as follows:

- Application conditions
You use report RPCUEMJ0 in the case that employees no longer qualify for

employment insurance because they leave the company.

You use report RPCELVJ0 in the following cases:

- Employees no longer qualify for employment insurance and request the Employment Insurance Certification of Leaving form.
 - Employees are specially insured for a short period of time and request the Employment Insurance Certification of Leaving form.
- o Contents
Report RPCELVJ0 is more flexible than report RPCUEMJ0: additional Customizing settings enable you to, for example, define the wage types that the system uses to calculate an employee.
 - o Predefined Format
If you use report RPCUEMJ0, you use the data that the report prepares to fill out the form manually.
If you use report RPCELVJ0, the report generates the form in the predefined legal format.

After you activate the business function, you can use the existing reports *Withholding Tax Statement (RPCEADJ0)* and *Withholding Tax Statement of Retirement (RPCRTSJ0)* to process the business case that the employees re-enter the company on the date after they leave the company. In addition, you can process executive employees and determine whether they need to submit withholding tax statements to the tax authorities.

After you activate the business function, if the date of the address change (start date of the new address record in the employee's master data) is the same as the date of Rehiring (Retirement) in the system, the system does not generate the Address Change form for such employees. Because the Employment Insurance Acquisition of Qualification form contains the address change information.

After you activate the business function, you can download multiple employees' data to MS files in Residence Tax Change (report **RPCRESJ0**).

Effects on Customizing

You make the following Customizing settings for this function in Customizing for *Payroll for Japan*:

- o You can define the wage type group for calculating the fixed amount and the variable amount for employees in reports RPCEWCJ0 and RPCELVJ0 in Customizing for Japan for Payroll under **Social Insurance-> Reporting-> Labor Insurance-> Basic Settings-> Define Wage Type Groups for Reports**.
- o You can define the required number of wage basis days for calculating the valid insured period in Customizing for Japan for Payroll under **Social Insurance-> Reporting-> Labor Insurance-> Basic Settings-> Define Required Number of Wage Basis Days for Retirement Reports**.
- o You can use Business Add-Ins (BAIs) to modify the contents of the employment insurance reports (RPCEIBJ0, RPCEICJ0, RPCELVJ0, and RPCEWCJ0) to meet your requirements. You can do so in Customizing for Japan for Payroll under **Social Insurance-> Reporting -> Labor Insurance -> Business Add-Ins(BAIs)**.
- o You can use the Business Add Ins to modify the contents of the tax reports (RPCWTSJ0, RPCEADJ0 and RPCRTSJ0) to meet your requirements. You can do so in Customizing for Japan for Payroll under **Tax-> Reporting -> Business Add-Ins(BAIs)**.

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> Business Functions -> Business Functions in SAP ERP -> Enterprise Business Functions -> Human Capital Management -> Country-Specific Business Functions-> HCM, Rehiring Following Retirement Topics for Japan**

Business Function HCM, Localization of Concurrent Employment for Russia

HCM_LOC_CI_14: Business Function HCM, Localization of Concurrent Employment for Russia (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCRU 605), the business function ***HCM, Localization of Concurrent Employment for Russia*** is available.

With this business function, you can use Concurrent Employment with the Russian country version of ***Payroll***. The localization of Concurrent Employment enables you to meet legal and general business requirements in Russia when your employees have more than one **personnel assignment**. The new functions enable you to store master data, calculate taxes, apply tax privileges, place limits on deductions, and prepare legally defined forms, as defined by Russian legislation.

For more information, see the following release notes:

- o **HCM_LOC_CI_14: Master Data Maintenance for Concurrent Employment (Russia) (New)**
- o **HCM_LOC_CI_14: Payroll for Concurrent Employment (Russia) (New)**
- o **HCM_LOC_CI_14: Reporting for Concurrent Employment (Russia) (New)**

To use this business function, you have to activate the ***Human Capital Management*** (EA-HR) Enterprise Extension.

Effects on Existing Data

If you use other country versions of Payroll and you want to activate Concurrent Employment for Russia, restrictions apply. For more information about the impact of activating Concurrent Employment on other Payroll country versions, see SAP Note 1265419.

Effects on Customizing

You make the Customizing settings for the functions of this business function in Customizing for ***Personnel Management*** under:

- o ***Personnel Administration -> Basic Settings -> Basic Settings for Concurrent Employment***
In the Customizing activity ***Activate Concurrent Employment***, you enter the date on which you want to start using Concurrent Employment using the ***PAYRU*** parameter. Even if the date is in the future, the system immediately begins using the Concurrent Employment version of Payroll. The date you enter serves only to indicate the date as of which special checks are carried out, such as the net, retroactive, and payment grouping check for personnel assignments (for a change in employer).
- o ***Personnel Administration -> Customizing Procedures -> Settings for Concurrent Employment***

To use the Concurrent Employment functions for Russia, you must create the legal entity for your organization in the ***Legal Properties*** (1655) infotype and set up your organizational structure using this infotype and ***Organizational Management*** functions. For more information about the ***Legal Properties*** (1655) infotype, see **HCM_LOC_CI_14: Master Data Maintenance for Concurrent Employment (Russia)**

(New).

For more information about activating Concurrent Employment, see SAP Note 662136.

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> ERP Central Component Enhancement Packages 5 -> Business Functions -> Business Functions in SAP ERP -> Enterprise Business Functions -> Human Capital Management -> Country-Specific Business Functions -> HCM, Localization of Concurrent Employment for Russia.**

HCM_LOC_CI_14: Master Data Maintenance for Concurrent Employment (Russia) (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCRU 605), business function **HCM, Localization of Concurrent Employment for Russia** (HCM_LOC_CI_14), you can enter master data for employees who have more than one personnel assignment in your company.

You can use the following functions in accordance with the business and legal requirements in Russia:

- o The new *Legal Properties (1655)* infotype enables grouping of personnel assignments for company head units or detached subdivisions. The system uses it to identify the head unit or subdivision for which it needs to group the personnel assignments. It is used in the following areas:

- Master data maintenance (for sharing master data between personnel assignments)
- Payroll (for grouping personnel assignments for payroll calculation)
- Reporting (for grouping personnel assignments and reading data of reporting organization)

This infotype is also used to enter and edit organizational data for the company head unit and its different detached subdivisions. For example, when you file an income tax report, you use this infotype to read organizational and contact data for the corresponding legal entity that is responsible for submitting income tax reports.

- o New grouping reasons enable you to process personnel assignments in accordance with the requirements for payroll, organizational management and reporting.

This function also enables you to keep master data consistent for certain or all personnel assignments of an employee.

For more information, see SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> *SAP ERP Enhancement Packages -> SAP ERP Central Component -> Human Resources -> Personnel Management (PA) -> Concurrent Employment -> Payroll for Concurrent Employment -> Payroll Russia for Concurrent Employment -> Infotypes for Concurrent Employment -> Infotypes for Personnel Administration -> Data Sharing of Infotypes for Russia.*

- o Unique garnishment internal numbers enable you to process garnishment payments for employees with more than one personnel assignments in your company.
- o Concurrent Employment supports the processing of international infotypes *Quotas (2006)* and *Loans (0045 and 0078)* during the termination of one or more personnel assignments of an employee.
- o Concurrent Employment enables employees in Russia who have more than one personnel assignment in a company to create, change and display their own master data by means of Employee Self-Service (ESS).

Effects on Existing Data

The screens of HR master data maintenance transactions such as PA10, PA20, PA30 and PA40 have been enhanced with a new field that enables you to select the different personnel assignments of employees .

For more information see SAP Library for SAP ERP on SAP Help Portal at

<http://help.sap.com/erp> -> *SAP ERP Enhancement Packages* -> *SAP ERP Central Component* -> *Human Resources* -> *Personnel Management (PA)* -> *Personnel Administration (PA-PA)* -> *Country-Specific Aspects of Personnel Administration* -> *Personnel Administration for Concurrent Employment*.

If you currently store your organizational data in the *Enter Data About Organization* Customizing activity, you can manually migrate your organizational data to the *Legal Properties* (1655) infotype after you have activated Concurrent Employment. However, you can set up your system so that it continues to use organizational data specified in the *Enter Data About Organization* Customizing activity.

Effects on Customizing

You make the Customizing settings for this function in Customizing for *Payroll Russia* under:

- o *Absences* -> *Absence Processing* -> *Sickness* ->
 - ***Define Additional Absence Types for Copying (Concurrent Employment)***
 - ***Determine Parameters for Entering Sickness Data (Concurrent Employment)***
- o *Disciplinary Measures* -> ***Determine Special Parameters***

You make additional Customizing settings for this function in Customizing for ***Personnel Management*** under ***Personnel Administration*** -> ***Personal Data*** -> ***Russia-Specific Settings*** -> ***Employment Details*** -> ***Employment Contract*** -> ***Determine Special Parameters***.

See also

Release note **HCM_LOC_CI_14: Business Function HCM, Localization of Concurrent Employment for Russia (New)**

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> ***SAP ERP Enhancement Packages*** -> ***SAP ERP Central Component*** -> ***Human Resources*** -> ***Personnel Management (PA)*** -> ***Concurrent Employment*** -> ***Payroll for Concurrent Employment*** -> ***Payroll Russia for Concurrent Employment***.

HCM_LOC_CI_14: Payroll for Concurrent Employment (Russia) (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCRU 605), business function **HCM, Localization of Concurrent Employment for Russia** (HCM_LOC_CI_14), you can run payroll for employees who have more than one personnel assignment in your company.

The new functions fulfill special requirements in Russia regarding the calculation of the following:

- o Income tax
The system calculates the amount of income tax that employers must deduct for each of an employee's personnel assignments. The system uses a new, Russia-specific grouping reason (**Employer**, RUER) to determine the total base amount for tax calculation for all personnel assignments that report to the same employer.
In line with legal requirements for reporting in Russia, the system rounds the amount of income tax to the nearest ruble. The rounding process can result in discrepancies between the amount of income tax that the system rounds at the level of the employer, tax office, and individual personnel assignment. To correct the discrepancies, the system adjusts the amount of income tax at personnel assignment level.
- o Guaranteed net amount
Some employment contracts entitle employees to a guaranteed net income. In Russia, this process involves calculating the amount that an employer must add to an employee's base amount for income tax calculation to ensure that the income tax calculation results in the predefined, guaranteed net pay. Since the system calculates income tax for each personnel assignment, the system also calculates the required additional amounts for each personnel assignment.
- o Social insurance contributions
The system calculates the amount of social insurance contributions that an employer must pay based on the amount of an employee's salary. The system cumulates an employee's income for all of his or her personnel assignments that report to the same employer.
- o Privileges for income tax and social insurance
To meet legal and general business requirements in Russia, you can grant your employees privileges that affect the amount of income tax that they pay, or the amount of social insurance contributions that the employer pays. For example, if your employees earn less than a certain amount, they are entitled to an income tax privilege. The system distributes the privilege among all of an employee's personnel assignments, starting with the employee's main personnel assignment.
- o Absence payments
To meet legal requirements in Russia, the system calculates sick pay based on an employee's individual personnel assignments.
For each personnel assignment, the system calculates the average amount to which an employee is entitled when he or she is sick and submits a sickness certificate to his or her employer. To determine the maximum amount of sick pay that an employee receives for absences of the same type and in the same timeframe, the system takes into consideration all of an employee's personnel assignments that report to the same employer. The system limits the sick pay to the maximum that you define for the **employee**.

- o Average earnings
 - Store and portray the calculation of an employee's bonus in proportion to the amount of time that an employee actually works, rather than simply the employee's planned working time
The system stores the adjusted bonus amounts in the **Calculation of Averages for Russia** (RUAVE) function. When you prepare forms T-60 and T-61, you require an employee's average earnings to be based on the amount of time that an employee actually works. For example, if an employee receives an annual bonus of RUB 10,000 but is absent for two months, the average salary in that year is based on 10 working months.
 - Store the results of pay scale increases when you calculate an employee's average earnings to determine the social payments to which employees are entitled, for example, during periods of absence
In line with Russian legislation, the average earnings that you calculate for an employee must include any pay scale increases that take effect both during and after the employee's absence. The system now stores the results of salary indexation according to pay scale increases in the **Calculation of Averages for Russia** (RUAVE) function. The new functions enable you to meet legal requirements in Russia by calculating the employee's salary, even during the current month.
For example, assume that an employee takes annual leave from November 3 to 10 and from November 20 to 25. A pay scale increase takes effect on November 15. The system uses the old salary to determine the average earnings for the first period of vacation, and the increased salary to determine the average earnings for the second period of vacation.
- o Garnishment payments
Since garnishments apply to a natural person, the system processes garnishments for all personnel assignments that an employee has with the same employer.
The system uses the new **Garnishments** (RUGN) grouping reason to group together garnishments for personnel assignments in the same location. Based on the grouping value of the **Garnishments** (RUGN) grouping reason, the system calculates the postal and bank fees that apply to a particular garnishment payment.
- o Off-cycle payments
In Concurrent Employment, you can run off-cycle payroll for personnel assignments that you must select individually. If you enter the external person ID of an employee, the system processes all personnel assignments that are assigned to that external person ID. The following exceptions apply to off-cycle payroll runs in Concurrent Employment:
 - If you run off-cycle payroll for bonus or absence payments (payroll type A), the system does not group together an employee's personnel assignments, but rather processes each personnel assignment separately.
 - If you run off-cycle payroll as a correction payroll run due to a change in an employee's master data (payroll type B), the system groups together all of an employee's personnel assignments. This payroll run works in the same way as a regular payroll run in the Concurrent Employment environment.

Effects on Customizing

You make the Customizing settings for this function in Customizing for **Payroll Russia** under:

- o **Basic Settings -> Basic Settings - Russia -> Determine Special Parameters (Concurrent Employment)**
- o **Absences -> Absence Processing ->**
 - Determine Special Parameters
 - Check Absence Processing Schema (Concurrent Employment)
 - Determine Wage Type Substitution for Bonuses
 - Determine Cumulation Rules for Average Amounts
 - Configure Average Calculation Functions
 - Define Link Between Wage Types for Actual Average Rate
- o **Absences -> Absence Processing -> Sickness ->**
 - Process First Two Days of Absence
- o **Absences -> Absence Processing -> Sickness -> Limitation of Sickness Certificate Payments**
- o **Loans -> Calculation -> Activate Calculation (Concurrent Employment)**
- o **Retroactive Accounting**
 - Modify Cumulation Wage Types from In-Period Payroll Results (CE)
 - Determine Transfer Rule for Base Amount of Social Insurance Contributions in January (CE)
- o **Tax and Social Insurance Payments ->**
 - Tax Calculation Overview
 - Check Taxes and Net Payments Schema (Concurrent Employment)
 - Maintain Taxes and Social Insurance Payments (Concurrent Employment)
 - Maintain Tax Privileges (Concurrent Employment)
 - Transfer Wage Types to Employee Level (Concurrent Employment)
- o **Garnishment Processing ->**
 - Process Garnishments (Concurrent Employment)
 - Improve Accuracy of Garnishment Period Calculation
- o **Off-Cycle Activities -> Set Up Off-Cycle Reasons**
- o **Deductions -> Arrears and Priorities -> Check Payroll Schema (Concurrent Employment)**
- o **Deductions -> Arrears and Priorities -> Processing Deductions and Limit Check (Russia) -> Set Up Rules for Limits**
- o **Net Payments/Deductions and Transfer ->**
 - Prepare for BTREC Operation in Garnishment Documents
 - Check Net Payments/Deductions and Transfer Settings (Concurrent Employment)
- o **Concurrent Employment**

- o ***Reporting for Posting Payroll Results to Accounting -> New General Ledger: Distribution of Liabilities According to Expenses -> Payroll -> Note on Relevancy***

See also

Release note **HCM_LOC_CI_14: Business Function HCM, Localization of Concurrent Employment for Russia (New)**

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages** -> **SAP ERP Central Component** -> **Human Resources** -> **Personnel Management (PA)** -> **Concurrent Employment** -> **Payroll for Concurrent Employment** -> **Payroll Russia for Concurrent Employment**.

HCM_LOC_CI_14: Reporting for Concurrent Employment (Russia) (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCRU 605), business function **HCM, Localization of Concurrent Employment for Russia** (HCM_LOC_CI_14), you can prepare legally defined reports at the level required for the report in question, for example, for the whole company, for the company's head unit, or for individual detached subdivisions.

The reports in the following table have been enhanced so that you can run them for employees with more than one personnel assignment in your company, and that they read organizational data from the new **Legal Properties** (1655) infotype. The table also lists the grouping reasons that these reports use for grouping the personnel assignments.

<u>Report</u>	<u>Grouping Reason</u>
Form 2-NDFL (HRULNDFL_CE) Reporting)	RUTX (Legal Entity for Income Tax
Total and Individual Calculation for Social Insurance Contributions and Pension Insurance (HRULAVP3_2004_CE) Insurance Reporting)	RUSI (Legal Entity for Social
Advance Payments Calculation and Declaration for Social Insurance Contributions (HRULAVP0_2004_CE) Insurance Reporting)	RUSI (Legal Entity for Social
Advance Payments Calculation and Declaration for Pension Insurance (HRULAVP1_2004_CE) Insurance Reporting)	RUSI (Legal Entity for Social
SZV-4-1, SZV-4-2 Individual Data on Seniority, Earnings (Payment) (HRULPFP5_CE) Reporting)	RUPF (Legal Entity for Pension Fund
ADV-11 Insurance Payments List on Obligatory Pension Insurance (HRULPFP11_CE) Reporting)	RUPF (Legal Entity for Pension Fund
Form 4-FSS (HRUL4FSS_CE) Insurance Reporting)	RUSI (Legal Entity for Social
Garnishment History (HRUCPL10_CE)	RUER (Employer)

The following reports run on the personnel assignment level and have been enhanced so that they read organizational data from the *Legal Properties (1655) infotype*. However, you can set up your system so that these reports continue to use organizational data specified in the *Enter Data About Organization* Customizing activity.

- o **Creation of Disciplinary Measures** (HRUA_DISC)

- o **Cancellation of Disciplinary Measures** (HRUA_CANC_DISC)
- o **Employment Contract** (HRUA_LABOR_CONTRACT)
- o **Form T-54a** (HRUA_T54)
- o **Statistical Data Perparation** (HRULSTAT)
- o **Form T-60** (HRULT60)
- o **Form T-61** (HRULT61)
- o **Form T1** (HRUA_ORDER_T1)
- o **Form T1A** (HRUA_ORDER_T1A)
- o **Form T5** (HRUA_ORDER_T5)
- o **Form T5A** (HRUA_ORDER_T5A)
- o **Form T6** (HRUA_ORDER_T6)
- o **Form T6A** (HRUA_ORDER_T6A)
- o **Unified form T-8** (HRUA_ORDER_T8)
- o **Form T8A** (HRUA_ORDER_T8A)
- o **Form T11** (HRUA_ORDER_T11)
- o **Unified Form T-11A** (HRUA_ORDER_T11A)
- o **Working Time Schedule (Form T-13)** (HRULTAB0)
- o **Personal Card (Form T-2)** (HRULT2_2004)

Effects on Existing Data

The new function enables Russia-specific reports to read organizational data from the **Legal Properties (1655)** infotype instead of the **Enter Data About Organization** Customizing activity. For more information, see **HCM_LOC_CI_14: Master Data Maintenance for Concurrent Employment**.

New selection fields in the following Russia-specific reports enable you to group personnel assignments either by particular legal units or by company :

- o Form 2-NDFL (HRULNDFL_CE)
- o Total and Individual Calculation for Social Insurance Contributions and Pension Insurance (HRULAVP3_2004_CE)
- o Advance Payments Calculation and Declaration for Social Insurance Contributions (HRULAVP0_2004_CE)
- o Advance Payments Calculation and Declaration for Pension Insurance (HRULAVP1_2004_CE)
- o SZV-4-1, SZV-4-2 Individual Data on Seniority, Earnings (Payment) (HRULPFP5_CE)
- o ADV-11 Insurance Payments List on Obligatory Pension Insurance (HRULPFP11_CE)
- o Form 4-FSS (HRUL4FSS_CE)

Effects on Customizing

You make the Customizing settings for this function in Customizing for **Payroll: Russia** under:

- o **Reporting -> General Tools ->**

- **Enter Data About Organization**
- **Determine Initial Parameters for Organizational Data (Concurrent Employment)**
- **Determine Parameters for Organizational Data (Concurrent Employment)**
- **Define Contact Person Types for Legal Entities (Concurrent Employment)**
- **Enter Groups and Parameters for Organization (Concurrent Employment)**
- o ***Reporting -> Personnel Administration -> Personnel Order Management -> Determine Special Parameters***
- o ***Reporting -> Personnel Administration -> Personal Card (Form T-2) -> Determine Special Parameters***
- o ***Reporting -> Payroll -> General Reports -> Form T-54a -> Determine Special Parameters***
- o ***Reporting -> Payroll -> General Reports -> Income Tax -> Income Tax (Form 2-NDFL)-> Determine Special Parameters***
- o ***Reporting -> Payroll -> Absences -> Forms T-60 and T-61 -> Determine Special Parameters***
- o ***Reporting -> Time Management -> Working Time Schedule (Form T-13) -> Determine Special Parameters***

See also

Release note **HCM_LOC_CI_14: Business Function HCM, Localization of Concurrent Employment for Russia (New)**

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> **SAP ERP Enhancement Packages -> SAP ERP Central Component -> Human Resources -> Personnel Management (PA) -> Concurrent Employment -> Payroll for Concurrent Employment -> Payroll Russia for Concurrent Employment.**

Business Function HCM, Reconciliation Localization for NO, SE, and FI

HCM_LOC_CI_18: Business Function HCM, Nordic Reconciliation (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRGXX 605), business function HCM-Reconciliation Localization for NO, SE and FI is available.

You can use this business function to meet the country-specific requirements in the area of Human Capital Management (HCM) for Nordic countries.

Note

Activate BF (HCM_LOC_CI_18) Human Capital Management (EA-HR) Enterprise Extension before you use the Nordic reconciliation business function.

Reconciliation is a process where the data in one application is reconciled with the data from different applications. It is to verify the accuracy and consistency of the data flow across applications.

Applications in scope are Payroll, Travel, Finance and Country specific reports for Norway, Finland and Sweden country localization.

Nordic Reconciliation solution uses the extract structures of SAP Business Intelligence(BI) to transfer the data from SAP ERP to SAP Business Intelligence for reconciliation purposes.

The solutions includes reconciliation of data from the following applications:

- o Payroll Results and FI G/L account
- o Payroll Results and Travel
- o Payroll Results and Country specific reports
- o Travel and Country specific reports
- o Travel and FI G/L account
- o FI G/L account and Country specific reports
- o Between two Country specific reports

Country specific report means the Annual Tax Statement, Monthly and Bimonthly Statements for Norway, Finland and Sweden country localizations.

See also

SAP Library under Business Functions (SAP Enhancement Package 5 for SAP ERP 6.0) -> Business Functions in **SAP ERP -> Enterprise Business Functions -> Human Capital Management -> Country-Specific Business Functions -> HCM-Reconciliation Localization for NO, SE and FI**

Business Function HCM Localization for NPO

HCM_LOC_CI_20: Business Function HCM Topic for NPO (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (SAP_HRCUN), the business function **HCM, Localization Enhancements for NPO** is available. With this business function you can meet **Non Profit Organization** specific requirements in the area of **Human Capital Management** (HCM).

Payroll NPO is enhanced to meet the following requirements:

- o UNJSPF - HR Interface
This function enables communication of Pension Fund related information of an employee between UN Agencies and the UNJSPF. This includes:
 - Basic Participant Data
 - Part Time information
 - Participants' Dependents/Children
 - Break in ServiceTo enable this, the **UNJSPF HR Interface (HUNAPFM0) report** is created in the system.
- o UNJSPF - Enhancements to Yearly Interface
Leave Without Pay (LWOP) periods of an employee is reported as a part of Schedule D in the Yearly Interface. The system currently identifies LWOP based on the **Absence type** relevant for LWOP which is customizable. With the new solution, the system identifies LWOP period based on **Absence type** which is 100% unpaid and duration of absence greater than 30 days.
- o Enhancements to Rental Subsidy. The new function enables you to
 - Compute Rental subsidy in case of any changes in the following attributes within a pay period:-
 - Rental Subsidy threshold Percentage for a Duty Station.
 - Rental Subsidy threshold Amount for a Duty Station.
 - Reimbursement Percentage for Rental Subsidy computation.
 - Reimbursement Amount for Rental Subsidy computation.
 - Rental Subsidy Maximum Rent Amount for a Duty Station.
 - Compute Rental Subsidy based on the Reimbursement percentage specific to an Employee. For the same **NPO Rental Subsidy** (0962) infotype is enhanced.
 - Allow waiver of the maximum allowable rent at an Employee level. For the same **NPO Rental Subsidy** (0962) infotype is enhanced.
- o Enhancements to Pension Fund
With the new solution, Pension Fund functionality shall be able to capture and process, validation, restoration and actuarial cost amounts. For this **Recurring Payments/Deductions** (0014) infotype is used and the information is displayed in NPO Pension Funds (0961) infotype. System uses **Wage type assignment for PF validation, Restoration and Amounts (11)** evaluation class to identify the wage types relevant for employee/ employer validation and actuarial costs, and employee restoration.
- o Enhancements to Education Grant
The system currently prorates the total Education Grant to be paid based on the

attendance of the student in that school year. With the new solution, the system will now provide an option to override the computed proration factor to 100%. **NPO Education Grant (0965)** infotype is enhanced to meet this requirement.

Effects on Customizing

To use this function, you must activate the business function HCM Topics for Non Profit Organizations (HCM_LOC_CI_20).

You can customize the same under Customizing for Payroll NPO in:

- o **Pension Fund Validation**
- o **UNJSPF Monthly Interface**

Business Function HCM Topics for India

HCM_LOC_CI_21: Business Function HCM, Localization Topics for India (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCIN 605), the business function ***HCM, Localization Topics for India*** is available.

You can use this business function to meet the country-specific requirements in the area of ***Human Capital Management*** (HCM) for India.

For more information, see the following individual release notes:

- o **HCM_LOC_CI_21: Enhancement on Housing, Claims and Company Loans (New)**
- o **HCM_LOC_CI_21: ESEP-Localization Solutions for Public Sector**

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> ***SAP ERP Enhancement Packages ->ERP Central Component Enhancement Package 5 -> Business Functions -> Business Functions in SAP ERP -> Enterprise Business Functions -> Human Capital Management -> Country-Specific Business Functions -> HCM Topics for India***

HCM_LOC_CI_21: Enhancement on Housing, Claims and Company Loans (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCCIN 605), business function **HCM, Localization Topics for India** (HCM_LOC_CI_21), you can use the following functions in Payroll India:

Tax on Housing Perquisites

As required by the law, the non-monetary perquisites are liable to taxation; this tax is calculated based on the average tax percentage.

The new function enables you to calculate the tax on housing perquisites according to legal requirements during payroll, and provides the option that the employer can pay this tax for selected employees.

Carry Forward Retroactive Reimbursement

If an employee's master data of reimbursement (infotype **Individual Reimbursements** (0589)) has changes that are effective from a previous date, the system cannot add the difference in eligibility (amount or number) for the past periods to the current records.

With the enhanced **HR-IN: Status for Claims** (HINCREMS) report, you can generate a list of all the retroactive records. By downloading the list and then uploading it to the system, you carry forward the retroactive reimbursement records to the current period.

You can change how the report checks the retroactive records by an enhancement implementation.

Company Loans: Deferred Interest Repayment

Now employees can choose a new approach to repay a company loan, in which the prior repayments reduce only the principal; when the principal is cleared, the latter repayments pay back the total interest accrued during the principal repayment.

With this function, you can specify the loan types that apply the **loan interest deferral**. Then during payroll calculation and master data maintenance, the function completes the following tasks for the specified loan types:

- o Generate correct repayment plan
- o Reduction from principal first and accumulate the interest
- o Perform deferred interest repayment

Company Loans: Progressive Interest Calculation

If a company loan applies the **progressive interest calculation**, this function enables you to define your own interest **slab** for particular loan types; then during payroll run, the system calculates the interest according to the assigned interest slab.

Company Loans: Tax Calculation of Interest Rate Advantage

Since the interest rate of a company loan is lower than the market interest, the interest rate advantage is liable to taxation. This function enables the payroll to evaluate if a loan is taxable, and then to calculate the tax.

You can modify how to calculate the tax using a Business Add-In implementation.

Effects on Existing Data

When you activate the business function, the **Retroactive Change** checkbox is added to the selection screen of the **HR-IN: Status for Claims** (HINCREMS) report.

Effects on Customizing

You make the following settings in Customizing for *Payroll India*:

- o **Tax on Housing Perquisites**
Select the employees for whom the employer pays the tax on housing perquisites under *Housing -> Feature: Determine Employees Eligible for Tax Paid by Employer*
- o **Carry Forward Retroactive Reimbursement**
Modify how the report HINCREMS checks the retroactive records under *Reimbursements, Allowances and Perks -> Claims -> Implementation: Checking Retrospective Change of Eligibility*
- o **Company Loans**
Make settings under:
 - *Company Loans -> Calculation -> Loan Interest Calculation*
 - *Company Loans -> Calculation -> Tax on Interest Rate Advantage*

HCM_LOC_CI_21: ESEP-Localization Solutions for Public Sector

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA_HRCIN 605), the business function, **HCM Topics for India** (HCM_LOC_CI_21) is available. With this business function, you can enhance the **Employee Self Service** functionality for **Payroll India - Public Sector**. This enhancement can be done by implementing the E-Separation Solution.

You can use the E-Separation solution to:

- o Initiate and track the separation process
- o Counsel the employee
- o Get approvals from various individuals
- o Get dues cleared from different departments
- o Generate required correspondence letters at different stages
- o Process necessary information for the employee's exit interview
- o Give flexibility / customizing option so that customers are able to map the E-Separation processes of their organization.

Effects on Customizing

To use this function, you must activate the business function **HCM Topics for India** (HCM_LOC_CI_21).

You can customize the same under Customizing for Payroll India in **E-Separation Solution**

Business Function Business Function for Alternate Financial Year

HCM_LOC_CI_22: Alternate Financial Year (New)

Use

As of SAP enhancement package 5 for SAP ERP 6.0 (EA-HRCIN), the business function **HCM Localization India for PS - Alternate Financial Year** is available. With this business function you can meet the following requirements in the area of **Human Capital Management** (HCM).

- o Alternate Financial Year
- o Correction Run

Alternate Financial Year

As per the existing solution, the computation of income tax and other statutory deductions is performed considering the periods for which the employee is paid. Therefore, for the financial year April to March, the deductions are calculated for the 12 months starting from April. This is irrespective of the date of salary payment.

The Alternate Financial Year solution enables you to compute the tax and other statutory deductions based on the date of payment rather than the period for which the employee receives the payment.

For example, consider that the employee receives the payment for March 2008 on April 5, 2009. In the existing functionality, the system considers this payment for calculation of tax and other statutory deductions for the financial year 2007 - 2008. However, if you have activated the Alternate Financial Year as March to February, the system considers this payment or calculation of tax and other statutory deductions for the new financial year April 2008 to March 2009.

Correction Run

The correction run for off cycle enables you to make an immediate correction payment if an employee's master data is changed. The employee does not then have to wait until the system automatically carries out retroactive accounting with the next regular payroll run.

For example, an employee receives a basic pay of INR 50000, till March 2009. Starting April 2009 his basic pay is revised to INR 60000. However, the payroll for April is executed and exited without including the revision. The employee discovers that the salary revision was not taken into consideration only upon receiving the payment for April. The employee wants to receive the missing amount immediately, rather than wait until the next regular payroll run. In this case, you run a correction payroll run.

Effects on Customizing

To use this function, you must activate the business function HCM Topics for India (HCM_LOC_CI_22).

You can customize the functions under Customizing for **Payroll India**:

- o **Alternate Financial Year**
- o **Offcycle Activities -> Correction Run**

See also

For further information refer SAP Note 1379621.

Business Function HCM, Localization Topics for Spain and Italy

HCM_LOC_CI_9: Business Function HCM, Topics for Spain and Italy (New)

Use

As of SAP Enhancement Package 5 for SAP ERP 6.0 the business function HCM, Localization Topics for Spain and Italy is available. With this business function, you can meet country-specific requirements in the area of Payroll (PY).

For more information, see the following release notes:

- **Pension Plan Contribution Management for Spain (New)**
- **Contract Management for Spain (New)**
- **INAIL Model 1031 for Italy (New)**
- **Enhancement of F24 Form Report for Italy (New)**

See also

SAP Library for SAP ERP on SAP Help Portal at <http://help.sap.com/erp> -> ***SAP ERP Enhancement Packages -> ERP Central Component Enhancement Package 5 -> Business Functions -> Business Functions in SAP ERP -> Enterprise Business Functions -> Human Capital Management -> Country-Specific Business Functions -> HCM, Localization Topics for Spain and Italy.***

HCM_LOC_CI_9: Pension Plan Contribution Management for Spain (New)

Use

As of SAP Enhancement Package 5 for SAP ERP 6.0 you can manage periodic pension plan contributions in the Spanish payroll.

Effects on Existing Data

- o The standard **Spanish payroll schema** (E000) has been enhanced by the addition of the **Pension Plan** (EPP0) subschema.
- o **Pension Plan** (3213) infotype has been added to the existing infotypes for Spanish payroll.

Effects on Customizing

You make the Customizing settings for this function in Customizing for **Payroll Spain**, in **Pension Plan**.

See also

For more information, see SAP Library under **SAP ERP Central Component -> Human Resources -> Payroll -> Payroll Accounting - Spain (PY-ES) -> Net -> Pensions Spain**.

HCM_LOC_CI_9: Contract Management for Spain (New)

Use

As of SAP Enhancement Package 5 for SAP ERP 6.0 you can use this function to automate processes in the management of labor contracts for Spain.

This function enables you to:

- o Process massive hirings.
- o Manage the contract's lifecycle.
- o Manage relevant dates for contracts.
- o Manage additional clauses.

Effects on Existing Data

- o **Enhancement: Contracts Processing** (0480) infotype has been added to the existing infotypes for Spanish payroll. You access it through the **Contract Management** (0016) infotype.
- o The area menu has been enhanced by the entry **Human Resources -> Payroll -> Europe -> Spain -> Subsequent activities -> Period-independent -> Contract Management Workbench**.

Effects on Customizing

You make the Customizing settings for this function in Customizing for **Personnel Management**, in **Personnel Administration -> Payroll Data -> Contract Processing -> Contract Management Enhancement**.

See also

For more information, see SAP Library under **SAP ERP Central Component -> Human Resources -> Payroll -> Payroll Accounting - Spain (PY-ES) -> Net -> Contract Management -> Contract Management Enhancement**.

HCM_LOC_CI_9: INAIL Model 1031 for Italy (New)

Use

INAIL is the authority in Italy that provides insurance against work-related risks, and this form is called INAIL Model 1031.

As of SAP Enhancement Package 5 for SAP ERP 6.0 you can use this function to generate the electronic file for online INAIL contributions declaration (Model 1031).

Effects on Existing Data

- The area menu has been enhanced by the entry **Human Resources -> Payroll -> Europe -> Italy -> Subsequent Activities -> Lists/statistics -> Data Extraction report for INAIL self-assessment.**
- The existing **Report for form F24 management** (RPCF24IO_2008 and RPUF24IO) has been enhanced to support INAIL contribution payments.

Effects on Customizing

You make the Customizing settings for this function in Customizing for **Payroll Italy**, in **INAIL management -> New solution -> INAIL Self-settlement.**

See also

For more information, see SAP Library under **SAP ERP Central Component -> Human Resources -> Payroll -> Payroll Italy -> INAIL -> INAIL Self-settlement.**

HCM_LOC_CI_9: Enhancement of F24 Form Report for Italy (New)

Use

As of SAP Enhancement Package 5 for SAP ERP 6.0 you can use the existing F24 report to:

- o Add a new INAIL section to be included to F24 form, allowing the payment of the contribution.
- o Process contribution payments for CoCoPro employees, who use alphanumeric contribution codes instead of numeric.
- o Generate F24 form in ENTRATEL electronic format. Previously only the FISCONLINE format was supported.

Effects on Existing Data

The output of the existing **Report for form F24 management** (RPCF24I0_2008 and RPUF24I0) has been enhanced to support the functions described above.

Effects on Customizing

The Customizing menu has been enhanced by new activities, listed under **Payroll: Italy -> INAIL Management -> New solution**.