Employee Central: Managing Payroll Relevant Data Changes
The recommendations in this document are based on the functionality available up to SAP SuccessFactors release mentioned above. Future functionality can impact the recommendations provided by this document. We strive to keep these recommendations up-to-date, however, in case you find that recent new functionality has not yet been considered in the latest version of this document, please reach out to your Customer Success Manager / Partner Delivery Manager or send an email to SAPSuccessFactorsIDPDoc@sap.com.

Implementation Design Principles (IDPs) for SuccessFactors solutions are delivered by SAP for helping customers and partners on how to choose the most appropriate strategy and solution architecture for SuccessFactors implementations. IDPs are compiled taking into consideration the experience of many implementation projects and addressing frequent business requirements as well as real-life implementation challenges. They are continuously reviewed and updated as product functionality evolves. In addition, the reader is advised to read and familiarize with essential and additional product-related documentation which includes Implementation Guides, SAP Notes, SAP Knowledge Base Articles, and additional assets as referenced in this document, see chapter 7.
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1 TERMINOLOGY

The following table explains some abbreviations used in this document.

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC</td>
<td>Employee Central</td>
</tr>
<tr>
<td>ERP</td>
<td>SAP Enterprise Resource Planning often referred in the document pertains to SAP HCM on premise system</td>
</tr>
<tr>
<td>MDF</td>
<td>Meta Data Framework</td>
</tr>
<tr>
<td>RBP</td>
<td>Role Based Permissions</td>
</tr>
<tr>
<td>UI</td>
<td>User Interface</td>
</tr>
<tr>
<td>ESS</td>
<td>Employee Self Service</td>
</tr>
<tr>
<td>MSS</td>
<td>Manager Self Service</td>
</tr>
</tbody>
</table>

2 ABSTRACT

When Employee Central is the system of record for employee data, it will replicate data and data changes to connected payroll systems. These payroll systems such as Employee Central Payroll and SAP ERP HCM Payroll accept payroll-relevant master data changes with certain restrictions. This IDP provides guidance on how to set up Employee Central for considering restrictions on payroll-relevant master data changes in a way that the necessary checks occur already during data input in Employee Central rather than during replication to payroll systems.

3 INTRODUCTION

Employee Central, being the system of record for core-HR masterdata will replicate data into payroll system(s). These systems may be an EC-Payroll system, an SAP ERP HCM Payroll system, a 3rd party payroll provider system based on SAP ERP HCM Payroll or even a complete 3rd party payroll system. Independently of the payroll system used, some common requirements to controlling the payroll-relevant data changes exist. These requirements translate into restrictions as to how and when payroll-relevant data can be changed in Employee Central.

It is important that Employee Central is set up with the same level of detail as the connected payroll system(s) when it comes to payroll-relevant data changes restrictions. If this is not the case, Employee Central will accept and store masterdata changes which will be later rejected by the payroll system. These rejections will only become visible to IT users who are monitoring the replication interfaces. The data correction in Employee Central (by HR Admins) will for such cases result in operational overhead.

This document will present the common requirements around payroll-relevant data changes restrictions and how to implement them in EC. Most requirements and background information presented in this document are based on SAP Payroll solutions, however, the same principles can be applied in Employee Central independently of the connected payroll systems (as long as the connected payroll system requires similar restrictions).
4 BUSINESS REQUIREMENTS

The requirements for solving the above presented problem statement can be divided into two categories: technical and functional requirements.

Technical requirements:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC configuration maintainability</td>
<td>It must not be necessary to adjust the implementation or configuration in Employee Central on a regular basis for the governing checks to be kept up to date. In other words, no hard-coded dates or variables in business logic/rules.</td>
</tr>
<tr>
<td>Payroll calendar synchronization</td>
<td>The payroll system is the system of record for the payroll calendar(s). It should be possible to replicate the payroll calendar information to Employee Central without requiring double maintenance.</td>
</tr>
</tbody>
</table>

Functional requirements:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ability to prevent certain master data changes to occur before the Pay Group</td>
<td>Example: the year-end payroll activities for pay group US have been concluded for year 2018, payroll admins do not want any changes to accounted info of 2018 unless there are exceptions. Payroll control record has been locked for retroactive changes prior to January 1&lt;sup&gt;st&lt;/sup&gt;, 2019 (earliest change date or earliest retro calculation date). Employee Central system should also restrict changes to payroll relevant master data prior to January 1&lt;sup&gt;st&lt;/sup&gt;, 2019.</td>
</tr>
<tr>
<td>“earliest date for retro-calculation” (as per earliest retro-calculation date in payroll area control record PA03)</td>
<td></td>
</tr>
<tr>
<td>Ability to prevent specific master data fields to be changed on dates other</td>
<td>Pay Group US has a semi-monthly frequency with pay period begin dates set to the 1st and the 16th day of the month. Any payroll relevant master data changes for Pay Group US can only be effective on the 1st or 16th day of the month.</td>
</tr>
<tr>
<td>than 1st day of the payroll period.</td>
<td></td>
</tr>
<tr>
<td>Ability to prevent certain master data changes to occur before employee</td>
<td>Generally, the earliest change retro date at the pay group level is sufficient, however in certain cases, some employee’s data may need to be restricted from being updated to a much later date. Employee central should be able to restrict payroll relevant master data changes at an employee level which will supersede the earliest change date at the pay group level. For example, Pay Group US has earliest retro date set for January 1&lt;sup&gt;st&lt;/sup&gt;, 2019 while employee A’s earliest retro date is March 1&lt;sup&gt;st&lt;/sup&gt;, 2019.</td>
</tr>
<tr>
<td>specific “earliest date for retro-calculation”</td>
<td></td>
</tr>
<tr>
<td>Ability to restrict employee transfers to a different Pay Group for already</td>
<td>When employees move from one pay group to another due to a job change, it is important to ensure transition date is carefully chosen to avoid replication errors into payroll system. Pay Group should not be changed in for a pay period that has already been accounted for. The effective date of the transfer can in general start from the first day of the upcoming payroll period run.</td>
</tr>
<tr>
<td>accounted periods</td>
<td></td>
</tr>
<tr>
<td>Ability to replicate certain masterdata changes during “payroll correction” period</td>
<td>During payroll run certain errors might occur for a few employees causing their payroll to remain open. Then during the so-called “correction phase” masterdata changes are permitted to those employees whose payroll is still not finalized. During the same phase, masterdata changes should be blocked for general maintenance (to avoid a mass re-process of payroll). During the correction phase, Employee Central should be able to replicate masterdata changes for employees taking part in the correction process.</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
</tbody>
</table>

The next chapters will address each one of the above presented requirements.

5 SOLUTION OVERVIEW AND CONCEPTS

This document will first explain how to keep the Employee Central payroll calendar in synch with the payroll system (assuming an SAP Payroll system). It will then explain how to identify which masterdata fields are currently considered “payroll-relevant” in the payroll system (also assuming an SAP Payroll system), since identifying these fields are important for configuring Employee Central in a consistent manner. Finally, the document will present the detailed solution for each functional requirement presented in section Requirements.

5.1 Keeping Employee Central Pay Calendar In Synch With The Payroll System

This information is valid for EC Payroll and for SAP ERP HCM Payroll.

Payroll administrators can use the program PAOCF_EC_PAY CALENDAR_INFO (Export Payroll Calendar Dates) in SAP ERP HCM system or program RP_HRSFEC_PAY CALENDAR_INFO (Export dates for Employee Central Pay Calendar) in EC Payroll system to download the pay calendar details, in a format which is compatible (.csv) for EC Pay Calendar foundation object.

**Figure 1 - Export Payroll Calendar tool in Employee Central Payroll and SAP ERP HCM Payroll**

Downloaded calendar details (EC compatible formatting may be required)
This file can then be loaded into EC Pay Calendar-Pay Period object via "Import and Export Data":

![Import and Export Data](image-url)

The results of the import can be seen in transaction Manage Data by accessing the Pay Calendar details:
For third party payroll systems, the pay calendar details need to be extracted with native tools and transformed into EC compatible data file to be able perform the data import shown above.

### 5.2 Determining Which Data is Payroll Relevant In The Payroll System

It is important to identify which data in the payroll system is currently considered “payroll-relevant” so that restrictions can be implemented in Employee Central accordingly, as not all data in Employee Central is payroll-relevant.

In an SAP Payroll system, the list of relevant fields can be seen in table T588G. In addition to the fine granular field-level restrictions, there can be restrictions at infotype level as well. To know if the restrictions are at Infotype or field level, check table T582A and field “Retr.acct.payr.” show in the figure below. It is advisable to read the system documentation (F1 help) of each of the fields related to retroactive accounting in this table/view.
Notice that certain data might be relevant or irrelevant to retroactive changes according to the employee group or country. In this case, a Feature (PE03) will be used (specified also in T582A) to determine a variable key for table T588G. To restrict data changes with such level of granularity in Employee Central may be challenging. Consider if such restrictions can be made valid across the employee population in general in Employee Central.

6 DETAILED SOLUTION

6.1 Preventing Certain Master Data Changes To Occur Before Payroll Control Record “Earliest Date For Retro Calculation”

Employee Central performs built-in checks upon masterdata changes based on the “earliest change date” in the pay group object.

**Pay Group: USA Semi-Monthly (US)**

- **Start Date**: 01/01/1990
- **Pay Group ID**: US
- **Name**: USA Semi-Monthly
- **Description**: USA Semi-Monthly
- **Status**: Active
- **Pay Frequency**: Semi-Monthly
- **Payroll Vendor ID**
- **Primary Contact ID**
- **Primary Contact Email**
- **Primary Contact Name**
- **Secondary Contact ID**
- **Secondary Contact Email**
- **Secondary Contact Name**
- **Weeks in Pay Period**
- **Data Delimiter**
- **Decimal Point**
- **Earliest Change Date (for Payroll)**: 01/01/2019

**Figure 6**

Provided that the “Earliest Change Date” field is maintained in the Pay Group object as shown in the above figure; the data change check will apply to the following portlets:
• History portlets for Personal Information, Address Information, Job information & Compensation information
• ESS/MSS Actions – All ESS/MSS transactions except for portlets that are MDF driven e.g., Recurring Deductions and Payment Information.
• Change Job and Compensation Info
• Spot Bonus
• Terminate/Rehire (add new employee and rehire inactive employee)

The system raises an error message when the effective date of the change is before the Pay Group earliest change date.

![Error](image)

The effective start date is earlier than the earliest retro date and it may cause errors during data replication to the payroll system. Please consider to adjust the effective start date to 1/1/19 or later.

### Figure 7

The system can be however configured to allow administrators to make changes before the earliest change date by providing the RBP permission “Allow Retroactive Employee Data Changes”.

![Permission settings](image)

Specify what permissions users in this role should have. * Access period can be defined at the granting rule level.

- Manage Recruiting
- Manage MDF Recruiting Objects
- Manage Succession
- Intelligent Service Tools
- Manage System Properties
- Manage User
- Manage Pay Scale
- Manage Apprentices
- Manage Time
- Manage Time Off

![Figure 8](image)

When the logged in user has the above permission and the effective date of the change is before the earliest change date, the system will raise the below warning message (instead of the error message shown above). The user then has the option to proceed (save data with changes past the retro-date) or correct (don’t have the record and go back to edit mode).
Although these RBP-based built-in checks are quite an efficient solution, certain additional scenarios have to be considered. These are presented in the following sub-chapters.

### 6.1.1 Configuring Restrictions For Portlets That Are Not Covered In The Built-in Check

Employee central has a business rule function “Has Permission to Make Retro-Active Data Changes” which can be used to check for the “Allow Retroactive Employee Data Changes” permission in business rules. For custom needs and portlets that are not covered in the inbuilt check, the business rule function can be utilized to prevent changes before the earliest change date by raising an error message (or allowing administrators to make the data change by raising a warning message). For example, the recurring deductions portlet doesn’t have the inbuilt system check, below is a sample rule that can be used to enable the check for recurring deductions.

#### Figure 9

The effective start date is earlier than the earliest retro date and it may cause errors during data replication to the payroll system. Please consider to adjust the effective start date to 1/1/19 or later.

#### Figure 10

The above rule has to be assigned as an onSave rule to the MDF object recurring deductions for the check to be invoked.

#### Figure 11
6.1.2 Configuring Restrictions For Non-Effective-Dated Portlets

Employee Central doesn’t perform the built-in check for non-effective dated portlets (Employment Details and Biographical Information). The dates in employment details portlet are mainly driven by the hire date. If there is a need to change the hire date, then refer to section ‘Changing the hire date’ in the implementation guide ‘Employee Central Payroll using Point-to-Point Integration’. Most other non-effective dated portlets are not payroll relevant.

6.1.3 Applying Data Change Restrictions To Specific Payroll-Relevant Fields

The built-in system check cannot be configured individually to work on specific portlets or on specific fields. Once the earliest change date is filled for the pay group, the system invokes the check for all the portlets that have the inbuilt check. The check will also not consider which data fields have been changed within the portlet. That means by default, all fields of the portlets in the scope of the built-in check are considered to be payroll-relevant. This might bring problems with non-payroll-relevant changes. For example, in the figure below a new job relationship has been added retroactively to the employee’s record. Although this change is not payroll relevant, the built-in check prevents the change at first.

Figure 12

In order to make the “data change restrictions checks” more fine granular (considering specific portlets, fields and employee groups) the built-in check can be bypassed, and specific Business Rules can be implemented for realizing the checks. First of all, to be able to bypass the built-in checks, the following configuration has to be made:

- Include a custom “Earliest Retro Date” field in the Pay Group MDF object where the earliest change date will be maintained and ensure the standard field earliest change date isn’t populated (hide the field).
Then, configure business rules for the portlets where you need the check to be performed. Below is a sample rule for Job Information portlet (Figure 14).

The “If condition” of the Business Rule should consider a few aspects:

- The pay group can be included in the “If condition” if the checks aren’t applicable across all pay groups but specific ones only;
- if only certain fields within this portlet are payroll relevant (see chapter “Determining which data is payroll relevant in the payroll system”) then check for data changes in these fields in “If condition”;
- if the certain fields are considered payroll-relevant only for specific employee groups, then specific these in the “If condition”; 
- as presented in the figure below, the effective change date has to be compared with the custom date field in the Pay Group
- the rule function “Has permission to make retro-active data changes()” must be checked in the “If condition” as well. For this rule function, it will be necessary to have an “Else If” statement, to be able to differentiate between warning or error messages depending on the user’s permissions.
The rule must be associated to the “onSave” event of the portlet (example: Job Information). Create and associate similar rules for all portlets that need the check.

### 6.1.4 Applying Data Change Restrictions During Position To Job Synchronization

Changes to job information can also be triggered by updates made to position object and the system has been setup to sync position changes to job information. The inbuilt checks in the system aren’t invoked in such a scenario. However the onSave rules on Job Information are invoked when the position changes are synced to Job Information. Hence it is possible to create a business rule as shown in the previous section “Applying data change restrictions to specific payroll-relevant fields”, which will check against the custom earliest retro date field and raise an error message.

It is important to note the following:

- Position org. chart synchronization is not set to ‘Never’ and user chooses to sync the changes to job information of incumbents
- Rule for synchronizing position to Job information is setup
- Position to job synchronization is supported when changes to position object are triggered through position org. chart or Imports
- Only error messages raised by onSave rules will be displayed and will stop the updates to both Position object and Job Information of incumbent. Refer to below figure for sample error message seen in position org. chart.
6.2 Preventing Specific Master Data Fields To Be Changed On Dates Other Than 1st Day of The Payroll Period

Depending on the payroll system, customer implementation of the payroll system, as well as on the country version of the payroll system, certain masterdata changes cannot (are not supported) during a payroll period, as this would result in two records being valid for a given payroll period. For example, a change in the home address of an employee in the middle of the month (payroll period) could cause tax implications and require taxes to be split per different states/municipalities. In certain occasions, the customer implementation is not able to support such complexities, and customers have implemented processes/guidelines at their HR departments preventing such mid-payroll masterdata changes to occur in the payroll system. When EC becomes the system of record, the same restrictions should be then applied on the masterdata to prevent replication and payroll issues.

Employee central does not provide built-in checks for restricting the dates on which changes can be made (and this is the case as well for SAP Payroll solutions, in which such restrictions are implemented via Badis), however this can be achieved via Business Rules:

- Configure a business rule such that it reads the pay period dates and raises an error message if the effective date is different than the first day of the corresponding pay period. As per example in the figure below, only few fields are included in business rule, however, additional fields can be added in the “If condition” as per specific needs.
6.3 Preventing Certain Master Data Changes To Occur Before Employee Specific “Earliest Date For Retro Calculation”

In certain cases, there is a need to restrict the changes to the payroll past at employee level. For example, the Pay Group (payroll area) earliest retro date is set to the first of January of the preview fiscal year, while for a specific employee (due to for example a termination settlement) the earlier retro data has been set to the termination date (or another arbitrary date, given specific or country requirements). The employee-specific earliest retro date will always lay after the Pay Group earliest date.

There are two strategies to deal with this kind of requirement:

1. Let the employee specific retro date information remain solely in the Payroll system (considering that these are rare cases) and deal with eventual EC-into-Payroll replication errors.
2. Bring the employee specific earliest retro date into Employee Central and apply data change restrictions already in Employee Central.

The solution to point 2 (two) above consists of the following:

- A custom MDF portlet at user(employment) level, in which the “employee specific earliest retro date” will be stored;
- Business rules that restrict masterdata changes according to the “employee specific earliest retro date”.

Figure 16

- Sample error message. Adapt the message as per need.

Figure 17

Assign the above rule to onSave of Job Information. Similar rules will can be written for all portlets that have payroll relevant master data.
Create a custom MDF portlet (it can be named “Employee Payroll Status”) to store employee specific earliest change date. Optionally an additional field containing the date payroll “accounted to” date can be added to this MDF portlet as well (this will be useful to cover another requirement explained further). This MDF object must be user specific and this mandates a field with data type User as business key. Below is the screenshot of the recommended approach for this MDF.

**Object Definition: Payroll Status (cust_PayrollStatus)**

- Code: cust_PayrollStatus
- Effective Date: None
- API Visibility: Editable
- Status: Active
- MDF Version History: Complete History
- Default Screen
- Label: Payroll Status
- Description: Employee Specific Payroll Status
- API Sub Version: V1.1
- Subject User Field: externalCode
- Workflow Routing
- Pending Date: No
- Todo Category: Generic Object Change Requests

<table>
<thead>
<tr>
<th>Fields</th>
<th>Database Field Name</th>
<th>Maximum Length</th>
<th>Data Type</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>externalCode</td>
<td>externalCode</td>
<td>100</td>
<td>User</td>
<td>Details</td>
</tr>
<tr>
<td>effectiveStartDate</td>
<td>effectiveStartDate</td>
<td>10</td>
<td>Date</td>
<td>Details</td>
</tr>
<tr>
<td>cust_retrodate</td>
<td>sfFields.sfField1</td>
<td>10</td>
<td>Date</td>
<td>Details</td>
</tr>
<tr>
<td>cust_payrollAccountedToDate</td>
<td>sfFields.sfField2</td>
<td>10</td>
<td>Date</td>
<td>Details</td>
</tr>
</tbody>
</table>

**Figure 18**

There is no out-of-box integration that replicates this “employee-specific payroll status information” from SAP Payroll systems into Employee Central. Therefore, the Payroll Status MDF should be maintained manually in Employee Central by a Payroll Admin. Alternatively, a custom replication could be implemented to take care of this data automatically. Some possibilities are:

- Export Data from SAP Payroll system into an CSV file using Basis Tools and subsequently import this file into the Employee Central custom MDF Portlet;
- Custom integration via CPI to read the Infotype 0003 data (via RFC in SAP HCM) & update MDF via ODATA API. This option is only allowed for SAP ERP HCM and not for Employee Central Payroll
- A custom Report in SAP ERP HCM to export a CSV file (with payroll status data from infotype 0003) into an SFTP folder. Employee Central can then read the data from the SFTP file via “integration center” to update the custom MDF portlet (payroll status) in EC.

Create a business rule to check if effective date is before the later of “employee specific earliest change date” from the MDF object and pay group earliest change date, then raise an error/warning message based on logged in user’s permission to make retroactive changes. Last step would be to assign the rule as an onSave rule to the portlet.

Below example shows such a rule as such created for Recurring Deductions portlet.
Figure 19

Note: As a general guideline, always try not to have too many rules, hence where possible combine the rules into one.

6.4 Preventing Employee Transfers To a Different Pay Group for Already Accounted Periods

In SAP Payroll systems transferring employees to a new Pay Group (Payroll area) is only possible starting from the day past the last productive payroll period for that employee. In other words, trying to change the payroll area of an employee for an already accounted period will result in an error during payroll run. This can be seen in the figure below.
This behavior is well explained in these SAP Notes:

- 352195 Retroactive change of the payroll area
- 338256 Retroactive change of payroll area not required
- 320883 Payroll area cannot be changed for settled periods

Further restrictions exist in SAP Payroll systems, such as the concept of “split period” (in which instead of generating WPPB splits, a payroll period split in RGDIR is generated) and changing (for a not yet accounted period) the payroll area of the employee in the middle of its payroll period (this is supported only in a few countries, see notes 849363 and 1104733).

In any case, to avoid such complex changes to occur and therefore to avoid additional configuration effort with dealing with these scenarios, it is advisable to restrict the change of Pay Group in EC, in such a way that:

1. A change of Pay Group can only be performed from the day after the employee’s current payroll period end-date.
2. A change of Pay Group cannot occur on a date before the last day of the payroll period of the original Pay Group. Example, today’s date: April 1st, 2019, payroll accounted to until of March 2019, and a change of payroll area is attempted (for the future) for a monthly paid employee with effective date June 20th. This is not allowed. Valid dates for the change would be April 1st, May 1st, June 1st or July 1st and etc.

The above restrictions can be achievable via Business Rules and reading the EC pay calendar object. An example of a rule which solves the point 1 (one) above can be seen in the figure below:
An alternative solution to point 1 (one) above is to consider the employee specific “accounted to” date in business rules instead of considering the employee’s current pay period calendar end date. Although this adds more accuracy to the data maintenance restrictions, the requirement to support an employee specific “accounted-to” date may not be very relevant. Nevertheless, the solution for covering this consists of the following:

- Add the date field “accounted-to” in the User-specific MDF object explained in chapter “Preventing certain master data changes to occur before employee specific “earliest date for retro calculation”
- Keep this field constantly up-to-date with strategies also presented in the above-mentioned chapter
- Check for this date field using a lookup function in a business rule (an example can be seen in the figure below)

![Figure 21](image)

**Figure 21**

6.5 Replicating Masterdata Changes During “Payroll Correction” Phase

In SAP Payroll systems, the payroll area control record (PA03 transaction) contains the well-known four statuses shown in the figure below

![Figure 22](image)
The above figure depicts the effects of the different payroll control record statuses on the replication of data from Employee Central.

The replication from Employee Central into the Payroll system will flow normally while the control record of the payroll area of the replicated employee(s) is in status “Exit Payroll”.

For the remaining statuses:

- When the control record is in statuses: “Released for Payroll” and “Check Payroll Results”, the replication to the Payroll system will fail (as expected) for payroll-relevant data belonging to the past or current pay period for the affected payroll area employees. The replication load remains in the queue and once the payroll area is open for masterdata changes, the data will be successfully replicated.

- When the control record is in status “Released for Correction” the following should apply:
  1. Infotype corrections for specific employees should be allowed. This can be the case for example for employees rejected from payroll or for employees for which payroll data checks (via Payroll Control Center for example) reported a problem.
  2. Infotype data maintenance should be in general blocked for the remaining employee population to avoid irrelevant changes to fill the “Match code W” and cause reprocess of payroll.

Therefore, for the phase “Released for Correction” the replication from Employee Central should allow for a process to deal with points 1 and 2 above. In fact, the functionality supporting this process has been well described in the following assets:

For Employee Central Payroll:

- KBA 2504569 - PA03: Payroll control record and Employee Integration

For SAP ERP HCM Payroll

- KBA 2504569 - PA03: Payroll control record and Employee Integration
### 6.6 Troubleshooting Business Rules

The following troubleshooting table may assist you in setting up the business rules described in this document. This is an extract of the guide: Implementing Business Rules in SAP SuccessFactors.

<table>
<thead>
<tr>
<th>Problem</th>
<th>Possible Cause</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>The function always returns the same values after I have changed the permission configurations.</td>
<td>The permission buffer is not refreshed properly.</td>
<td>Log out of all sessions and log on again. You may need to have the RBP settings refreshed in Provisioning.</td>
</tr>
<tr>
<td>The permission setting <em>Allow Retroactive Employee Data Changes</em> cannot be found.</td>
<td>The Payroll Integration feature is not activated.</td>
<td>The Payroll Integration feature must be activated in Provisioning: <a href="https://help.sap.com/EBI">Enable Payroll Integration</a> (Valid for SAP Payroll in ERP 5)</td>
</tr>
<tr>
<td>The rule is not executed.</td>
<td>The base object of the rule is not consistent with the Succession Data Model element.</td>
<td>Make sure that the rule is an onSave rule and is assigned to the proper data model element.</td>
</tr>
<tr>
<td></td>
<td>The earliest retro date is not maintained.</td>
<td>Go to <em>Manage Data</em> and review the pay group assigned to the targeted employee in his/her compensation information; then make sure that the field earliest retro changes is updated.</td>
</tr>
<tr>
<td></td>
<td>The earliest retro date is NOT earlier than the date used for the comparison.</td>
<td>Make sure that the date field of the employee data is before the earliest retro date specified.</td>
</tr>
<tr>
<td></td>
<td>The pay group is not included in the employee’s Compensation Information.</td>
<td>Assign the employee a pay group found in the Compensation Information and make sure that the effective date is within the effective period of the information to be changed. For example, if the spot bonus issue date is 12/31/2016, the effective start date of the Compensation Information in which the pay group is included must be on or earlier than 12/31/2016</td>
</tr>
</tbody>
</table>
REFERENCES

SAP Help Portal

- Employee Central Payroll using Point-to-Point Integration
- Replicating Employee Master Data and Organizational Assignments from Employee Central to SAP ERP HCM
- Implementing Business Rules in SAP SuccessFactors

Administration Guide:

- Employee Central Employee Central Data Replication Monitor

SAP Notes / KBAs

- 2289259 - Allow Retro-Active Employee Data Changes
- 2504569 - PA03: Payroll control record and Employee Integration
- 352195 - Retroactive change of the payroll area
- 338256 - Retroactive change of payroll area not required
- 320883 - Payroll area cannot be changed for settled periods