Allow Absence Recording by Specific Admin Users
By: Ashish Harbhajanka

Introduction

A little strange it may sound first time but there are business use case where-in we want to have an absence type which should allow absence recording only if done via some specific users. Those users will be able to apply the absence for everyone but no-one else should be able to record absence apart from them.

The delivered application functionality categorises users into:

a) Employees
b) Line Managers
c) Administrators

But any further bifurcation isn't delivered. This essentially means that an absence type can be enabled only for Administrators but we cannot restrict this to ensure that only ADMIN1, ADMIN2 can record absence against it but not all other Administrators.

In this post, we would demonstrate how we can achieve this functionality through a custom solution.
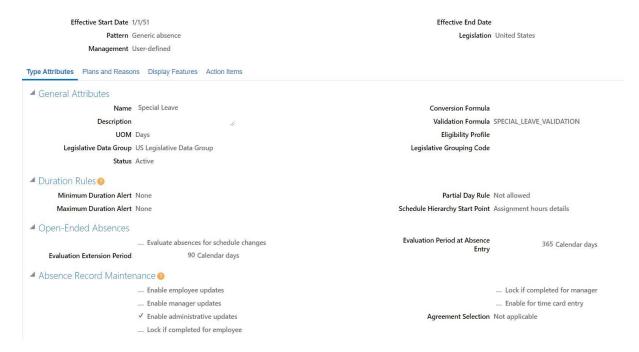
So, let's get started.

Worked Out Example

We would have to perform a series of setups to achieve this functionality. We can break them down into the following steps:

1) Create Absence Type
2) Create a Custom Profile Option (Assign Values to Specific Admin Users)
3) Create a Custom Table Value Set
4) Create a Custom Error Message
5) Create a Custom Fast Formula of Global Absence Entry Validation Type
6) Attach the Custom Fast Formula to the Absence Type Created at Step 1
7) Verify Results

Create Absence Type

We will create a simple Absence Type (say "Special Leave") and the important attribute values are mentioned in table below:

Attribute Name	Attribute Value
Effective Start Date	01-Jan-1951
Name	Special Leave
Pattern	Generic Absence
UOM	Days
Legislative Data Group	US Legislative Data Group
Status	Active
Validation Formula	SPECIAL_LEAVE_VALIDATION
Enable Administrative Updates	Checked

Effective Start Date 1/1/51   Effective End Date
Pattern Generic absence   Legislation United States
Management User-defined

Type Attributes   Plans and Reasons   Display Features   Action Items

▲ General Attributes
Name Special Leave   Conversion Formula
Description   Validation Formula SPECIAL_LEAVE_VALIDATION
UOM Days   Eligibility Profile
Legislative Data Group US Legislative Data Group   Legislative Grouping Code
Status Active

▲ Duration Rules❓
Minimum Duration Alert None   Partial Day Rule Not allowed
Maximum Duration Alert None   Schedule Hierarchy Start Point Assignment hours details

▲ Open-Ended Absences
— Evaluate absences for schedule changes   Evaluation Period at Absence Entry   365 Calendar days
Evaluation Extension Period   90 Calendar days

▲ Absence Record Maintenance❓
— Enable employee updates   — Lock if completed for manager
— Enable manager updates   — Enable for time card entry
✓ Enable administrative updates   Agreement Selection Not applicable
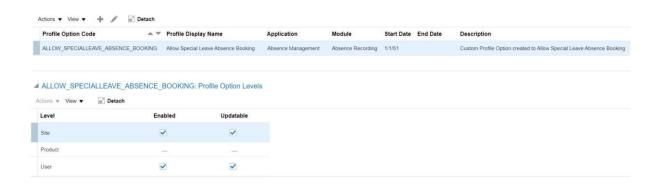— Lock if completed for employee

Create Custom Profile Option

We would need to create a custom profile option
(**ALLOW_SPECIALLEAVE_ABSENCE_BOOKING** which would hold 'N' at Site Level and 'Y'
for Admin Users HCM_IMPL and HCM_IMPL1 who are authorised to record absence. All other
Admin users do not have a entry here and hence they should not be able to record the absence).
Details of the profile option are below:

Navigation-> Setup and Maintenance->Manage Profile Options-> Create

Attribute Name	Attribute Value
Profile Option Name	ALLOW_SPECIALLEAVE_ABSENCE_BOOKING
Profile Display Name	Allow Special Leave Absence Booking
Application	Absence Management
Module	Absence Recording
Start Date	1/1/1951
Description	Custom Profile Option created to Allow Special Leave Absence Booking
Profile Option Level (Site)	Enabled (Checked), Updatable (Checked)
Profile Option Level (User)	Enabled (Checked), Updatable (Checked)

Actions ▼   View ▼   ➕   ✏️   Detach

Profile Option Code	Profile Display Name	Application	Module	Start Date	End Date	Description
ALLOW_SPECIALLEAVE_ABSENCE_BOOKING	Allow Special Leave Absence Booking	Absence Management	Absence Recording	1/1/51		Custom Profile Option created to Allow Special Leave Absence Booking

▲ ALLOW_SPECIALLEAVE_ABSENCE_BOOKING: Profile Option Levels

Actions ▼   View ▼   Detach

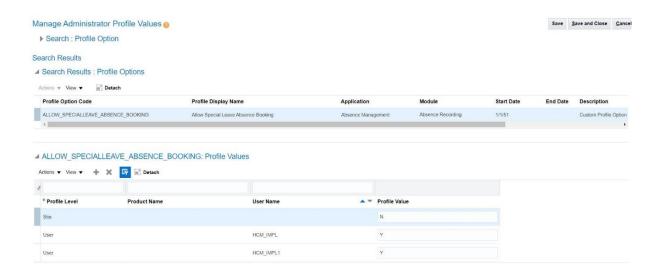| Level	Enabled	Updatable
Site	✓	✓
Product	—	—
User	✓	✓

Assign Profile Option Values

We will assign profile option values for this newly created profile option.

Navigation->Manage Administrator Profile Values->ALLOW_SPECIALLEAVE_ABSENCE_BOOKING

Profile Option Name: ALLOW_SPECIALLEAVE_ABSENCE_BOOKING			
*Profile Level	Product Name	User Name	Profile Value
Site			N
User		HCM_IMPL	Y
User		HCM_IMPL1	Y

Manage Administrator Profile Values @

▶ Search : Profile Option

Search Results

◢ Search Results : Profile Options

Actions ▼ View ▼   Detach

Profile Option Code	Profile Display Name	Application	Module	Start Date	End Date	Description
ALLOW_SPECIALLEAVE_ABSENCE_BOOKING	Allow Special Leave Absence Booking	Absence Management	Absence Recording	1/1/51		Custom Profile Option

◢ ALLOW_SPECIALLEAVE_ABSENCE_BOOKING: Profile Values

Actions ▼ View ▼ ✚ ✖ 🖩 Detach

* Profile Level	Product Name	User Name	▲ ▼ Profile Value
Site			N
User		HCM_IMPL	Y
User		HCM_IMPL1	Y

Create a Custom Table Value Set

We will now create a custom table type value set.

Navigation-> Setup and Maintenance -> Manage Value Sets -> Create

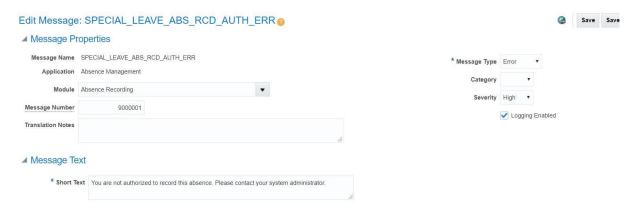| Attribute Name	Attribute Value
Value Set Code	SPECIALLEAVE_RECORDING_AUTH_VS
Description	Custom Table Type Value Set which returns the profile value assigned to ALLOW_SPECIALLEAVE_ABSENCE_BOOKING
*Module	Absence Management
Validation Type	Table
Value Data Type	Character
*FROM Clause	fnd_profile_option_values fpov , fnd_profile_options_b fpob
*Value Column Name	fpov.profile_option_value
ID Column Name	fpov.profile_option_value
WHERE Clause	fpov.profile_option_id = fpob.profile_option_id and fpob.profile_option_name = 'ALLOW_SPECIALLEAVE_ABSENCE_BOOKING' and fpov.level_value =fnd_global.user_guid

Edit Value Set: SPECIALLEAVE_RECORDING_AUTH_VS ❓

Value Set Code	SPECIALLEAVE_RECORDING_AUTH_VS
Description	Custom Table Type Value Set which returns the profile value assigned to
* Module	Absence Management ▼
Validation Type	Table
Value Data Type	Character

☐ Security enabled

Data Security Resource Name		Edit Data Security

Definition

* FROM Clause	fnd_profile_option_values fpov , fnd_profile_options_b fpob
Value Attributes Table Alias	
* Value Column Name	fpov.profile_option_value
Value Column Type	VARCHAR2
Value Column Length	1,000
Description Column Name	
Description Column Type	
Description Column Length	
ID Column Name	fpov.profile_option_value
ID Column Type	VARCHAR2
ID Column Length	1,000
Enabled Flag Column Name	
Start Date Column Name	
End Date Column Name	
WHERE Clause	fpov.profile_option_id = fpob.profile_option_id and fpob.profile_option_name = 'ALLOW_SPECIALLEAVE_ABSENCE_BOOKING' and fpov.level_value =fnd_global.user_guid

Create Custom Error Message

We would now create a custom error message.

Navigation-> Setup and Maintenance->Manage Messages -> Create

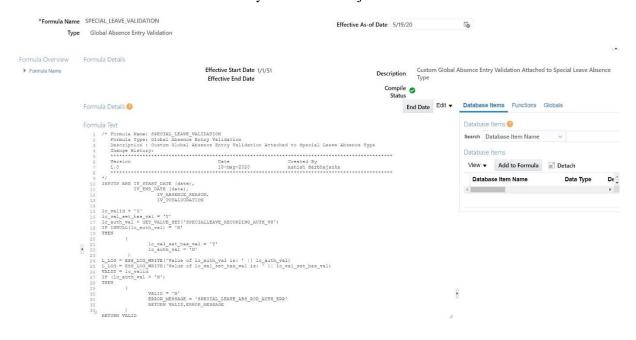| Attribute Name	Attribute Value
Message Name	SPECIAL_LEAVE_ABS_RCD_AUTH_ERR
Application	Absence Management
Module	Absence Recording
Message Number	9000001
Message Type	Error
Severity	High
Logging Enabled	Checked
*Short Text	You are not authorized to record this absence. Please contact your system administrator.

Edit Message: SPECIAL_LEAVE_ABS_RCD_AUTH_ERR 🔵   Save Save

▲ Message Properties

Message Name	SPECIAL_LEAVE_ABS_RCD_AUTH_ERR		* Message Type	Error ▾
Application	Absence Management		Category	▾
Module	Absence Recording ▾		Severity	High ▾
Message Number	9000001			☑ Logging Enabled
Translation Notes				

▲ Message Text

* Short Text You are not authorized to record this absence. Please contact your system administrator.

Create Custom Fast Formula

We would now create a custom Fast Formula of Global Absence Entry Validation Type.

Navigation-> Setup and Maintenance-> Fast Formulas -> Create

Fast Formula Text

```
/* Formula Name: SPECIAL_LEAVE_VALIDATION
   Formula Type: Global Absence Entry Validation
   Description : Custom Global Absence Entry Validation Attached to Special Leave Absence Type
   Change History:
******************************************************************************
   Version                          Date                    Created By
   1.0                              18-May-2020              Ashish Harbhajanka


******************************************************************************
*/
INPUTS ARE IV_START_DATE (date),
      IV_END_DATE (date),
              IV_ABSENCE_REASON,
              IV_TOTALDURATION

lc_valid = 'Y'
lc_val_set_has_val = 'Y'

lc_auth_val = GET_VALUE_SET('SPECIALLEAVE_RECORDING_AUTH_VS')

IF ISNULL(lc_auth_val) = 'N'
THEN
        (
                lc_val_set_has_val = 'Y'
                lc_auth_val = 'N'
         )

L_LOG = ESS_LOG_WRITE('Value of lc_auth_val is: ' || lc_auth_val)
L_LOG = ESS_LOG_WRITE('Value of lc_val_set_has_val is: ' || lc_val_set_has_val)
VALID = lc_valid
IF (lc_auth_val = 'N')
THEN
        (
                VALID = 'N'
                ERROR_MESSAGE = 'SPECIAL_LEAVE_ABS_RCD_AUTH_ERR'
                RETURN VALID,ERROR_MESSAGE
         )
RETURN VALID
```
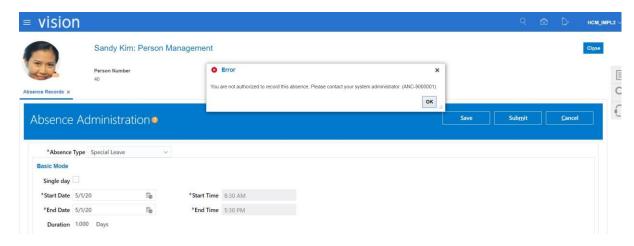
Assign Validation Fast Formula to Absence Type

Now we will attach the Fast Formula to Absence Type

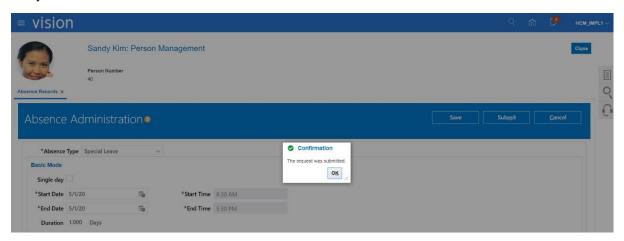***Navigation->Setup and Maintenance -> Manage Absence Types -> Special Leave***

Verifying Results

Now we will login with an ADMIN user (***HCM_IMPL2***) who is ***not allowed*** to record absence booking for "Special Leave" and check result.

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We will now login with another ADMIN user (***HCM_IMPL1***) who is ***authorized*** to record the absence and verify result.

Summary

So, this is how we can make use of Global Absence Entry Validation Fast Formula to restrict absence booking for specific users. While in this example we have used controls on Admin users the same logic can very well be applied for line managers and employees too.

And with this I would end this post.

Hope this was a good read, Thanks all for your time and have a nice day ahead.