INTRODUCTION

Before we start to understand How to create an Absence Plan first try to understand what an Absence Plan is and why is it required.

In real life Absence Plan holds a different meaning than that of the one meant in Fusion Applications.

In real life Absence Plan for an individual (or for that matter for a Working individual) relates more to a question which is generally asked by his Manager

What are your Absence Plans?

and he would generally respond stating I will be on leave on so and so dates.

But in context with Fusion Applications an Absence Plan (I feel the naming convention isn't correct it should have been called Accrual Plan but that again is incorrect as Absence Plans are even those which are of qualification and No-Entitlement Type, details about the same in Absence Plan Types Section) could be imagined as a Bucket.

Yes, I mean a Bucket as we know.

Let's for time being say an Absence Plan is an Absence Bucket and I call it as a Bucket as it is supposed to hold:

a) Leave / Absence Balance

Anything and everything around the Entire Absence Plan surrounds around this single piece of information usually called 'Absence Balance'

Different Items related with an Absence Plan and their association with Absence Balance follows:

Absence Plan
A name given to a set of rules / guidelines which define how the absence balance will be assigned and maintained

Legislation

Geography / Country where this Absence Balance is Maintained. For Example, if we are doing Absence Plan setup for India Legislation would be India, if we are doing for USA it would be United States and so on....

Plan Type
An attribute which defines how the Absence Balance would be calculated / paid.
For example:

> If Absence / Leave Balance is paid to employees as a result of an event such as childbirth, illness or injury it is called Qualification Plan Type Absence Plan
> Typical Example Being Hospitalization Leave.

> If Absence / Leave Balance is paid to employees as a result of accumulation / accrual it is called Accrual Plan Type Absence Plan
> Leaves like Annual Leave, Vacation Leave fall into this category

> If Absence / Leave Balance is paid without having any track, then we referred to them as No-Entitlement Plan Type Absence Plan
> Marriage Leave, Compassionate Leave. fall into this category

Plan Term

This is basically the entire time period for which the absence balance has the validity.
For Example

> Plan Term: Calendar Year
> Start Day: 01
> Start Month: 1

Means the Absence Plan will start on 1ˢᵗ day of 1ˢᵗ month (i.e. 1ˢᵗ January) and run till the end of calendar year i.e. 31-Dec

Plan Term: Calendar Year
Start Day: 01
Start Month: 2

Means the Absence Plan will start on 1ˢᵗ day of 2ⁿᵈ month (i.e. 1ˢᵗ February) and run till the end of calendar year i.e. 31-Dec

Plan Term: Calendar Year
Start Day: 05
Start Month: 10

Means the absence Plan will start on 5ᵗʰ day of 10ᵗʰ month (i.e. 5ᵗʰ October) and run till the end of calendar year i.e. 31-Dec

Absence Plan UOM
Unit of Measure which states in which unit (either of Days / Calendar Days / Hours) will this Absence Balance will get measured

Accrual Method
Method of accruing Absence / Leave Balance.

It is of two types:

a) Frontloaded
    The Entire Absence Balance is allocated at the beginning of the plan term

b) Incremental
    The Absence Balance are accrued at regular intervals

<u>Accrual Frequency</u>

Frequency at which accrual happens. It is of two types Person Primary Frequency and Repeating Period.

If person gets his absence / leave balance at the start of payroll period, then the Accrual Frequency is of **Person Primary Frequency** Type

For Example:

Person Primary Frequency: Weekly
Means he gets paid every week (Employee has a Weekly Payroll Assigned / Attached to him) and same is true for his absence balance too i.e. absence balance is received every week (in synchronization with his person primary payroll payment frequency).

Person Primary Frequency: Bi-Weekly
Means he gets paid once in row weeks (Employee has a Bi-Weekly Payroll Assigned / Attached to him) and same is true for his absence balance too i.e. absence balance is received once in two weeks (in synchronization with his person primary payroll payment frequency).

Person Primary Frequency: Monthly
Means he gets paid once a month (Employee has monthly payroll assigned / attached to him) and same is true for his absence balance too i.e. absence balance is received once a month (in synchronization with his person primary payroll payment frequency).

Person Primary Frequency: Quarterly
Means he gets paid once in quarter (Employee has a Quarterly Payroll Assigned / Attached to him) and same is true for his absence balance too i.e. absence balance is received once each quarter (in synchronization with his person primary payroll payment frequency).

If person gets his absence / leave balance at the start of each instance of a Specific Repeating Time Period, then Accrual Frequency is of **Repeating Time Period**

For Example:

Repeating Time Period: Every Quarter of a Calendar year

Means he will accrue this leave once every 3 months in the Calendar Year.

Repeating Time Period: Bi Monthly
Means he will accrue this leave 2 times in a month.

Repeating Time Period: Every Quarter of a Calendar year
Means he will accrue this leave once every 3 months in the Calendar Year.

Repeating Time Period: Monthly
Means he will accrue this leave once a month.

Ceiling

This means the maximum Accrual / Leave Balance an employee can accrue / store within a particular accrual term

For Example:

If for a particular Absence Plan the ceiling value is 10
It means that the employee can accrue at max 10 leaves per year. If his balance becomes more than 10 then the same will be forfeited.

If for a particular Absence Plan the ceiling value is 20
It means that the employee can accrue at max 20 leaves per year. If his balance becomes more than 10 then the same will be forfeited.

Carryover

This means the Absence / Leave Balance an employee can carry forward (take along with him) to next accrual term

For Example:

If for a particular Absence Plan has carryover as 50
It means that the employee can carry forward 50 leaves per year. This carry forward value would keep accumulating until ceiling value is reached

So if ceiling is 100 and employee has already carried forward 50 leaves from first year and again 50 from next year then he cannot carry forward leaves for 3rd year.

If for a particular Absence Plan the carryover as 60
It means that the employee can carry forward 60 leaves per year. This carry forward value would keep accumulating until ceiling value is reached
So if ceiling is 100 and employee has already carried forward 50 leaves from first year and again 50 from next year then he cannot carry forward leaves for 3rd year

Vesting Period

This is the Time Period during which Employees can accrue leave but cannot apply leave

For example, if a Plan starts on 1st January and has a vesting period of 1 month then the first leave which an employee can take would be a date after 1st February (1st January + 1 month). He would anyways be allowed to accrue during the entire January Month

Absence Payment Rate Rule

Method to calculate payment during an Absence Period. (a period when employee is absent from work, but still needs to be paid)
For Example, if a Female Employee is on Maternity Leave for 6 months then at what rate should she be paid.

Final Disbursement Rate Rule

Method to calculate payment of accruals when plan participation ends (An Employee became a Contractor from Regular Employee so his eligibility for Annual Leave comes to an end, but he has already had a positive balance of say 10. Now if the payroll is integrated with absence then employee needs to be paid for this accrued balance. This rate talks about the same Disbursement Rate Rule).

Discretionary Disbursement Rate Rule

Method to calculate payment when paying out part of accrual balance (An Employee resigns a company and he has a notice period of 30 days, he has served 25 days of notice period and he has an accrual balance of 10 days. Due to some emergency he has to go to his hometown and he seeks immediate relieving. In this case the company may decide to deduct his 5 days from Accrual balance and pay for the rest 5 at a discretionary rate).

Liability Rate Rule

Method to calculate cost of accrual balance to determine employer liability (An Employee resigns a company and he has a notice period of 30 days, he has served 25 days of notice period and he has an accrual balance of 10 days. Due to some emergency he has to go to his hometown and he seeks immediate relieving. In this case the company may decide to deduct his 5 days from Accrual balance and pay for the rest 5 at a discretionary rate and the rest 5 days will be paid at the Liability Rate).

BUSINESS REQUIREMENT

Now since we are aware of some of the most commonly used terms for an absence plans we should try to create one absence plan. Requirement is to create an Absence Plan with Absence Plan type as Accrual and Accrual Method as Incremental

We have the following requirement:

Absence Plan Type: Accrual
Accrual Method: Incremental
Accrual UOM: Days
Accrual Values: If Length of Service is < 3 years then Accrue 10 days, have a ceiling of 100 days and carryover of 50 days.
    If Length of Service is < 3 years and Length of Service >= 5 years then Accrue 12 days, ceiling of 120 days and carryover of 60 days
    If Length of Service is > 5 then Accrue 15 days, have a ceiling of 150 days and carryover of 75 days
Vesting Period: If Legal Employer is Vision Corporation Then Vesting Period is 90 Calendar Days Else Vesting Period is 30 Calendar Days
Absence Payment Rate Rule: Provide a Sickness Rate If the Employee is taking a Leave of Type Sick and Flu else use Hourly Rate
Final Disbursement Rate Rule: If Employee is of Hourly Salaried type use Hourly rate, if he is Regular Employee provide Annual Salary Rate
Discretionary Disbursement Rate Rule: If Employee is of Hourly Salaried type use Hourly rate, if he is Regular Employee provide Annual Salary Rate
Liability Rate Rule: If Employee is of Hourly Salaried type use Hourly rate, if he is Regular Employee provide Annual Salary Rate

We would be using Fast Formula (reasons supporting the same provided alongside) for the following attributes:

**Accrual Values: This can be achieved using an Accrual Matrix but we would like provide maximum flexibility and hence Fast Formula
Vesting Period: This requirement can only be achieved using Fast Formula
**Absence Payment Rate Rule: This requirement could have been met using the 'Rate Definition' option but for flexibility we have used Fast Formula

**Final Disbursement Rate Rule: This requirement could have been met using the 'Rate Definition' option but for flexibility we have used Fast Formula
**Discretionary Disbursement Rate Rule: This requirement could have been met using the 'Rate Definition' option but for flexibility we have used Fast Formula
**Liability Rate Rule: This requirement could have been met using the 'Rate Definition' option but for flexibility we have used Fast Formula

**Note: By Allowing Flexibility we mean in case there are additional complex logic in future then we can add the Fast Formula Code in the existing FF defined.

JUSTIFICATIONS FOR USING FAST FORMULAS:

While some might debate that the entire absence plan could well have been setup using standard setups / configurations (and I do agree to that) but the below are specific reasons for using Fast Formula here:

A) <u>Allows Flexibility of Adding Custom Logic (If required by customer at a Future Date)</u>

Fast Formulas (Details in a separate article) generally allows us to add conditional logics (IF-ELSE constructs) and provide a way to customize the seeded solution.

For Example
Say currently we want to have a condition that if
Employee Category is Hourly then use RateCode as 'Hourly Rate'
Employee Category is Salaried then use RateCode as 'Salaried'

But after few days customer has changed the requirement and now they even want to ensure that any Salaried Employee who has been on leave for most of time during the year would rather be paid in terms of hours worked (typical example being someone on Leave Without Pay)

IF

    Employee Category is Hourly then use RateCode as 'Hourly Rate'
Else if

    Employee Category is Salaried and Employee Payroll Status is Currently on Leave without Pay then 'Hourly Rate' ------ new requirement

Else

Employee Category is Salaried and Employee Payroll Status is Active Payroll Eligible then 'Salaried'

end if

Now in order to accommodate the new requirement you would need to create a completely new Absence Plan with new setups and that would have many implications but if we use Fast Formula this can be achieved by just adding a piece of if-else construct.

B) Absence Plan Migration becomes a little easier

In all implementation projects setups needs to be once done in a Development POD (in EBS we referred them as INSTANCE) , and then the same is migrate to SIT, UAT , PRE-PROD and then PROD.

IF we use Fast Formula approach migration becomes simpler.

PERQUISITES FOR SETTING UP ABSENCE PLAN (USING FAST FORMULA APPROACH):

You need to create multiple custom fast formula in the system (your POD) in the legislation where you want to create the absence plan.

FAST FORMULA TYPES USED IN THIS EXAMPLE:

There are 4 types of Fast Formula used in this example namely

A) Global Absence Plan Duration
B) Global Absence Accrual
C) Global Absence Vesting Period
D) Global Absence Plan Use Rate

FAST FORMULA USED IN THIS EXAMPLE:

There are 5 Fast Formula used in this example which are:

1) AH Global Absence Plan Duration Formula
2) AH Global Absence Accrual Formula
3) AH Global Absence Vesting Period Formula
4) AH Global Absence Plan Use Rate Selection Formula 1
5) AH Global Absence Plan Use Rate Formula2

FORMULA DETAILS

#	Formula Name	Formula Type	Formula Use
1	AH Global Absence Plan Duration Formula	Global Absence Plan Duration	For Custom Logic to calculate Absence Plan Duration Sample Example Below. **Sunday**: Absence Duration (In Hours) = 0 **Any Other Day**: Absence Duration (In Hours) = 8.5 hours

2	AH Global Absence Accrual Formula	Global Absence Accrual	For Custom Logic to calculate Accrual, Ceiling, Carryover. Sample Example Below.

Length of Service (LOS)								
Less than 3 Years			Between 3 to 5 years			More than 5 Years		
Accrual	Ceiling	Carryover	Accrual	Ceiling	Carryover	Accrual	Ceiling	Carryover
10	100	50	12	120	60	15	150	75

3	AH Global Absence Vesting Period Formula	Global Absence Vesting Period	For Custom Logic to calculate Vesting Period Sample Example Below.

Legal Employer = Vision Corporation	Any Other Legal Employer
Vesting Period = 90 Calendar Days	Vesting Period = 30 Calendar Days

4	AH Global Absence Plan Use Rate Selection Formula 1	Global Absence Plan Use Rate	For Custom Logic to fetch the rate code required to pay employee in case of leave disbursement / encashment Sample Example Below.

Absence Type = Sick / Flu	Any Other Absence Type
Rate Code = Sickness Rate	Rate Code = Hourly Rate

5	AH Global Absence Plan Use Rate Formula2	Global Absence Plan Use Rate	For Custom Logic to fetch the rate code required to pay employee in case of leave disbursement / encashment Sample Example Below.

Employee Type = Hourly	Employee Type = Salaried
Rate Code = Hourly Rate	Rate Code = Annual Salary Rate

AH GLOBAL ABSENCE PLAN DURATION FORMULA

AH Global Absence Plan Duration Formula	
Formula Name	AH Global Absence Plan Duration Formula
Formula Type	Global Absence Plan Duration
Description	If leave falls on a Sunday then the leave hours deducted from leave balance should be 0 for all other cases it should be 8.5 hours

FORMULA TEXT

```
/*****************************************************************************
FORMULA NAME: AH Global Absence Plan Duration Formula
FORMULA TYPE: Global Absence Plan Duration
DESCRIPTION: This sample formula returns the duration based on effective date falls on Sunday.
Change History:
Name            Date      Comments
------------------------------------------------------------------------------
XXXXXXX         DD-MM-YYYY  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
------------------------------------------------------------------------------


******************************************************************************/
/*=============== FORMULA SECTION BEGIN ========================*/

l_date=GET_CONTEXT (EFFECTIVE_DATE,'4712/12/31 00:00:00' (date))
l_weekday=to_char(l_date,'DAY')
If (l_weekday= '7')
then (
duration=0
)
else (
duration=8.5
)
/*=============== FORMULA SECTION END ======================*/
```

return duration

SCREENSHOT

Setup and Maintenance

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Manage Fast Formulas: AH Global Absence Plan Duration Formula

View History | Compile | Refresh | Done

* Formula Name: AH Global Absence Plan Duration Formula
Type: Global Absence Plan Duration

Legislative Data Group: IN Legislative Data Group
Effective As-of Date: 11/21/2015

Formula Overview

▷ Formula Name

Manage Formula Details

Effective Start Date 01/01/1951
Effective End Date

Description: Custom Formula Created By Ashish
Compile Status ✔

Formula Details

End Date | Edit ▾

Formula Text

```
1  /*********************************************************************************
2  FORMULA NAME: AH Global Absence Plan Duration Formula
3  FORMULA TYPE: Global Absence Plan Duration
4  DESCRIPTION: This sample formula returns the duration based on effective date falls on Sunday.
5  Change History:
6  Name                Date        Comments
7  -------------------------------------------------------------------------------
8  XXXXXXX             DD-MM-YYYY   XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
9  -------------------------------------------------------------------------------
10
11 *********************************************************************************/
12 /*=============== FORMULA SECTION BEGIN ======================*/
13
14 l_date=GET_CONTEXT(EFFECTIVE_DATE,'4712/12/31 00:00:00' (date))
15 l_weekday=to_char(l_date,'DAY')
16 If (l_weekday= '7')
17 then(
18 duration=0
19 )
20 else(
21 duration=8.5
22 )
23 /*=============== FORMULA SECTION END ======================*/
24 return duration
```

AH GLOBAL ABSENCE ACCRUAL FORMULA

AH Global Absence Accrual Formula	
Formula Name	AH Global Absence Accrual Formula
Formula Type	Global Absence Accrual
Description	This sample formula applies the Accrual, Ceiling, Carryover, Proration Factor, Vesting Units, Vesting UOM, Carryover Proration and Ceiling Proration based on Length of Service and Accrual Plan the person enrolled into

FORMULA TEXT

```
/**************************************************************
FORMULA NAME: AH Global Absence Accrual Formula
FORMULA TYPE: Global Absence Accrual
DESCRIPTION: This sample formula applies the Accrual, Ceiling, CarryOver, Proration Factor, Vesting Units, Vesting UOM, CarryOver Proration and Ceiling Proration
based on Length of Service and Accrual Plan the person enrolled into.
Change History:
Name            Date       Comments
-------------------------------------------------------------------------------------------
XXXXXXX         DD-MM-YYYY  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
-------------------------------------------------------------------------------------------
**************************************************************/
/*=========== DATABASE ITEM DEFAULTS BEGIN ======================*/
DEFAULT for PER_ASG_REL_ORIGINAL_DATE_OF_HIRE is '4712/12/31 00:00:00' (date)
DEFAULT for ANC_ABS_PLN_NAME is 'A'
```

```
DEFAULT for ANC_ABS_PLN_PLAN_UOM is 'H'
/*=========== DATABASE ITEM DEFAULTS ENDS======================*/
/*================ FORMULA SECTION BEGIN ======================*/
l_no_of_days=DAYS_BETWEEN(GET_CONTEXT(EFFECTIVE_DATE,'4712/12/31 00:00:00' (date)),PER_ASG_REL_ORIGINAL_DATE_OF_HIRE)
l_length_of_service=(l_no_of_days/365)

/* check if employee enrolled into this plan or not */
if (ANC_ABS_PLN_NAME='BM_US_ABSENCE_ACCRUAL_PLAN')
then(

                    if(ANC_ABS_PLN_PLAN_UOM ='H')
                            then(

                                    if(l_length_of_service <3)
                                            then(
                                                        accrual =10
                                                        ceiling = 100
                                                        carryover=50
                                                         prorationFactor=0.25
                                                         vestingUnits=40
                                                        vestingUOM='C'
                                                        carryOverProration=0.25
                                                        ceilingProration=0.25
                                                        )
                    else if ((l_length_of_service =>3) and (l_length_of_service<5))
                                                        then (
                                                        accrual =12
                                                        ceiling = 120
                                                        carryover=60
                                            prorationFactor=0.25
                                                vestingUnits=30
                                                vestingUOM='C'
                                    carryOverProration=0.25
                                        ceilingProration=0.25
```

```
                        )
else if (l_length_of_service =>5)
                        then (
                accrual =15
                ceiling = 150
                carryover=75
        prorationFactor=0.25
                vestingUnits=30
                vestingUOM='C'
        carryOverProration=0.25
        ceilingProration=0.25
                                ) )

else if (ANC_ABS_PLN_PLAN_UOM ='D')
                        then(
        if (l_length_of_service <3)
                        then(

                                accrual =round(10/24,3)
                                ceiling = round(100/24,3)
                                carryover=round(50/24,3)
                                prorationFactor=0.25
                                vestingUnits=40
                                vestingUOM='C'
                                carryOverProration=0.25
                                ceilingProration=0.25

                                )
else if ((l_length_of_service =>3) and (l_length_of_service<5))
then (

                        accrual =round(12/24,3)
                        ceiling = round(120/24,3)
                        carryover=round(60/24,3)
                        prorationFactor=0.25
                        vestingUnits=30
```

```
                          vestingUOM='C'
                          carryOverProration=0.25
                          ceilingProration=0.25

                                                    )
else if (l_length_of_service =>5)

                                          then (

                                                    accrual =round(15/24,3)
            ceiling =round(150/24,3)
            carryover=round(75/24,3)
            prorationFactor=0.25
            vestingUnits=30
            vestingUOM='C'
            carryOverProration=0.25
            ceilingProration=0.25
                                                    )
     )
          else if (ANC_ABS_PLN_PLAN_UOM ='W')
                                                    then(
                            if (l_length_of_service <3)
                                                    then(

                                                         accrual =round(10/120,3)
                                                         ceiling = round(100/120,3)
                                                         carryover=round(50/120,3)
                                                          prorationFactor=0.25
                                                         vestingUnits=40
                                                         vestingUOM='C'
                                                         carryOverProration=0.25
                                                         ceilingProration=0.25

                                                         )
     else if ((l_length_of_service =>3) and (l_length_of_service<5))
          then (

                              accrual =round(12/120,3)
```

```
ceiling = round(120/120,3)
carryover=round(60/120,3)
prorationFactor=0.25
vestingUnits=30
vestingUOM='C'
carryOverProration=0.25
ceilingProration=0.25
)
else if (l_length_of_service =>5)
then (
                                                    accrual =round(15/120,3)
ceiling =round(150/120,3)
carryover=round(75/120,3)
prorationFactor=0.25
vestingUnits=30
vestingUOM='C'
carryOverProration=0.25
ceilingProration=0.25
)))
if (ANC_ABS_PLN_NAME='Sickness')

then(

if(ANC_ABS_PLN_PLAN_UOM ='H')
then(

if(l_length_of_service<3)
then(
                                                    accrual =12
                                                    ceiling = 120
                                                    carryover=60
                                                     prorationFactor=0.25
                                                     vestingUnits=40
                                                    vestingUOM='C'
                                                    carryOverProration=0.25
```

```
                                                    ceilingProration=0.25
                                                    )
else if ((l_length_of_service =>3) and (l_length_of_service<5))
                                                    then (
                                                    accrual =13
                                                    ceiling = 130
                                                    carryover=70
                                            prorationFactor=0.25
                                                vestingUnits=30
                                                vestingUOM='C'
                                        carryOverProration=0.25
                                            ceilingProration=0.25
                                                    )

                        else if (l_length_of_service =>5)
                                                    then (
                                                    accrual =14
                                                    ceiling = 160
                                                    carryover=80
                                            prorationFactor=0.25
                                                vestingUnits=30
                                                vestingUOM='C'
                                        carryOverProration=0.25
                                        ceilingProration=0.25 ))
            else if (ANC_ABS_PLN_PLAN_UOM ='D')
                                                    then(
                        if (l_length_of_service <3)
                                                    then(

                                                    accrual =round(12/24,3)
                                                    ceiling = round(120/24,3)
                                                    carryover=round(60/24,3)
                                                    prorationFactor=0.25
```

```
                                                vestingUnits=40
                                                vestingUOM='C'
                                                carryOverProration=0.25
                                                ceilingProration=0.25
                                            )
        else if ((l_length_of_service =>3) and (l_length_of_service<5))
            then (

                                            accrual =round(13/24,3)
                                             ceiling = round(130/24,3)
                                            carryover=round(70/24,3)
                                            prorationFactor=0.25
                                            vestingUnits=30
                                            vestingUOM='C'
                                            carryOverProration=0.25
                                            ceilingProration=0.25
                                            )

        else if (l_length_of_service =>5)
                                                then (

                                                accrual =round(14/24,3)
                                                ceiling =round(160/24,3)
                                                carryover=round(80/24,3)
                                                prorationFactor=0.25
                                                vestingUnits=30
                                                vestingUOM='C'
                                                carryOverProration=0.25
                                                ceilingProration=0.25

                                            ))
            else if (ANC_ABS_PLN_PLAN_UOM ='W')
                                                then(
                    if (l_length_of_service <3)
                                                then(
                    accrual =round(12/120,3)
```
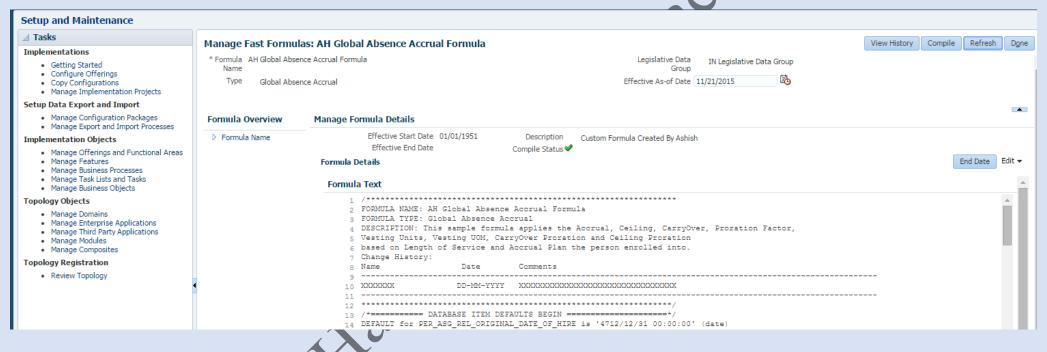
```
                ceiling = round(120/120,3)
                carryover=round(60/120,3)
                prorationFactor=0.25
                vestingUnits=40
                vestingUOM='C'
                carryOverProration=0.25
                ceilingProration=0.25
                                       )
else if ((l_length_of_service =>3) and (l_length_of_service<5))
   then (
                accrual =round(13/120,3)
                ceiling = round(130/120,3)
                carryover=round(70/120,3)
                prorationFactor=0.25
                vestingUnits=30
                vestingUOM='C'
                carryOverProration=0.25
                ceilingProration=0.25
                                       )
else if (l_length_of_service =>5)
         then (
                accrual =round(14/120,3)
                ceiling =round(160/120,3)
                carryover=round(80/120,3)
                prorationFactor=0.25
                vestingUnits=30
                vestingUOM='C'
                carryOverProration=0.25
                ceilingProration=0.25
                                       )))
Return accrual, ceiling, carryover, prorationFactor, vestingUnits, vestingUOM, carryOverProration,ceilingProration
```

SCREENSHOT

Setup and Maintenance

◢ **Tasks**

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Manage Fast Formulas: AH Global Absence Accrual Formula

[View History] [Compile] [Refresh] [Done]

* Formula Name   AH Global Absence Accrual Formula   Legislative Data Group   IN Legislative Data Group

Type   Global Absence Accrual   Effective As-of Date   11/21/2015

Formula Overview   **Manage Formula Details**

▷ Formula Name

Effective Start Date   01/01/1951   Description   Custom Formula Created By Ashish
Effective End Date   Compile Status ✔

Formula Details   [End Date] Edit ▾

Formula Text

```
 1  /***********************************************************************
 2  FORMULA NAME: AH Global Absence Accrual Formula
 3  FORMULA TYPE: Global Absence Accrual
 4  DESCRIPTION: This sample formula applies the Accrual, Ceiling, CarryOver, Proration Factor,
 5  Vesting Units, Vesting UOM, CarryOver Proration and Ceiling Proration
 6  based on Length of Service and Accrual Plan the person enrolled into.
 7  Change History:
 8  Name            Date          Comments
 9  ------------------------------------------------------------------------------------
10  XXXXXXX                DD-MM-YYYY       XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
11  ------------------------------------------------------------------------------------
12  ***********************************************************************/
13  /*=========== DATABASE ITEM DEFAULTS BEGIN =====================*/
14  DEFAULT for PER_ASG_REL_ORIGINAL_DATE_OF_HIRE is '4712/12/31 00:00:00' (date)
```

AH GLOBAL ABSENCE VESTING PERIOD FORMULA

AH Global Absence Vesting Formula	
Formula Name	AH Global Absence Vesting Period Formula
Formula Type	Global Absence Vesting Period
Description	This sample formula applies the Ceiling based on employment category. If the Employee belongs to a specific Legal Employer (Vision Corporation for this example) then his Vesting Period (Number of Days after which he is allowed to use his accrued leaves) is 90 Calendar Days for any other Legal Employer it is 30

FORMULA TEXT

```
/*******************************************************************
FORMULA NAME: AH Global Absence Vesting Period Formula
FORMULA TYPE: Global Absence Vesting Period
DESCRIPTION: This sample formula applies the vesting period based on employment category.
        If the Employee belongs to a specific Legal Employer (Vision Corporation for this example)
        then his Vesting Period (Number of Days after which he is allowed to use his accrued leaves) is 90 Calendar Days for any other Legal Employer it is 30 Days
Change History:
Name            Date      Comments
-------------------------------------------------------------------------------------------------------
XXXXXXX         DD-MM-YYYY  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
-------------------------------------------------------------------------------------------------------
```

```
*************************************************************/
/*==============DATABASE ITEM DEFAULTS BEGIN ====================*/
DEFAULT for PER_ASG_ORG_LEGAL_EMPLOYER_NAME is 'Vision'
/*==============DATABASE ITEM DEFAULTS ENDS=====================*/
/*================== FORMULA SECTION BEGIN ======================*/
If (PER_ASG_ORG_LEGAL_EMPLOYER_NAME='Vision Corporation')
then (
  vestingUOM = 'C'
   vestingUnits=90
)
else(
   vestingUOM = 'C'
   vestingUnits=30)
/*================== FORMULA SECTION END =====================*/
return vestingUOM,vestingUnits
```

SCREENSHOT

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Manage Fast Formulas: AH Global Absence Vesting Period Formula

View History   Compile   Refresh   Done

* Formula Name   AH Global Absence Vesting Period Formula

Type   Global Absence Vesting Period

Legislative Data Group   IN Legislative Data Group

Effective As-of Date   11/21/2015

Formula Overview

▷ Formula Name

Manage Formula Details

Effective Start Date   01/01/1951
Effective End Date

Description   Custom Formula Created By Ashish Harbhajanka
Compile Status ✓

Formula Details

End Date   Edit ▾

Formula Text

```
1  /***************************************************************
2  FORMULA NAME: AH Global Absence Vesting Period Formula
3  FORMULA TYPE: Global Absence Vesting Period
4  DESCRIPTION: This sample formula applies the  vesting period based on employment category .
5              If the Employee belongs to a specific Legal Employer ( Vision Corporation for this example)
6              then his Vesting Period ( Number of Days after which he is allowed to use his accrued leaves) is 90 Calendar Day
7              for any other Legal Employer it is 30 Days
8  Change History:
9  Name                Date        Comments
10 ------------------------------------------------------------------------------------------
11 XXXXXXX             DD-MM-YYYY   XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
12 ------------------------------------------------------------------------------------------
13 ***************************************************************/
14 /*=============DATABASE ITEM DEFAULTS BEGIN ===================*/
15 DEFAULT for PER_ASG_ORG_LEGAL_EMPLOYER_NAME is 'Vision'
16 /*=============DATABASE ITEM DEFAULTS ENDS===================*/
17 /*================= FORMULA SECTION BEGIN ===================*/
18 If ( PER_ASG_ORG_LEGAL_EMPLOYER_NAME='Vision Corporation')
19 then(
20   vestingUOM = 'C'
21   vestingUnits=90
22 )
23 else(
24   vestingUOM = 'C'
25   vestingUnits=30
26 )
27 /*================= FORMULA SECTION END ===================*/
28 return vestingUOM,vestingUnits
```

AH GLOBAL ABSENCE PLAN USE RATE SELECTION FORMULA 1

AH Global Absence Plan Use Rate Selection Formula 1	
Formula Name	AH Global Absence Plan Use Rate Selection Formula 1
Formula Type	Global Absence Plan Use Rate
Description	This sample formula returns the rate code. We have defined two different rate codes namely Sickness Rate and Hourly Rate. If an individual chooses either an Absence Type of Sick or Flu the RateCode is Sickness Rate else its Hourly Rate

FORMULA TEXT

```
/**************************************************************
FORMULA NAME: AH Global Absence Plan Use Rate Selection Formula 1
FORMULA TYPE: Global Absence Plan Use Rate
DESCRIPTION: This sample formula returns the rate code.
        We have defined two different rate codes namely Sickness Rate and Hourly Rate.
        If an individual chooses either an Absence Type of Sick or Flu the RateCode is Sickness Rate else its Hourly Rate.
Change History:
Name            Date        Comments
-------------------------------------------------------------------------------------------------
XXXXXXX         DD-MM-YYYY  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
-------------------------------------------------------------------------------------------------
**************************************************************/
/*=========== DATABASE ITEM DEFAULTS BEGINS=======================*/
DEFAULT for ANC_ABS_TYP_NAME is 'Sick'
DEFAULT for ANC_ABS_RSN_NAME is 'Cough'
/*=========== DATABASE ITEM DEFAULTS ENDS=======================*/
/*=============== FORMULA SECTION BEGIN =======================*/
```

```
if ((ANC_ABS_TYP_NAME='Sick') AND (ANC_ABS_RSN_NAME='Flu'))
then (
rateCode='Sickness Rate'
)
else (
rateCode='Hourly Rate')
/*================ FORMULA SECTION END =======================*/
return rateCode
```

SCREENSHOT

Manage Fast Formulas: AH Global Absence Plan Use Rate Selection Formula 1

View History | Compile | Refresh | Done

* Formula Name: AH Global Absence Plan Use Rate Selection Formula 1

Type: Global Absence Plan Use Rate

Legislative Data Group: IN Legislative Data Group

Effective As-of Date: 11/21/2015

Formula Overview | **Manage Formula Details**

▷ Formula Name

Effective Start Date 01/01/1951
Effective End Date

Description: Custom Formula Created By Ashish
Compile Status ✓

Formula Details

End Date | Edit ▾

Formula Text

```
 1  /********************************************************************
 2  FORMULA NAME: AH Global Absence Plan Use Rate Selection Formula 1
 3  FORMULA TYPE: Global Absence Plan Use Rate
 4  DESCRIPTION: This sample formula returns the rate code.
 5          We have defined two different rate codes namely Sickness Rate and Hourly Rate.
 6          If an individual chooses either an Absence Type of Sick or Flu the RateCode is Sickness Rate else its Hourly Rate.
 7  Change History:
 8  Name            Date        Comments
 9  -----------------------------------------------------------------------------------------------
10  XXXXXXX              DD-MM-YYYY    XXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
11  -----------------------------------------------------------------------------------------------
12  ********************************************************************/
13  /*=========== DATABASE ITEM DEFAULTS BEGINS====================*/
14  DEFAULT for ANC_ABS_TYP_NAME is 'Sick'
15  DEFAULT for ANC_ABS_RSN_NAME is 'Cough'
16  /*=========== DATABASE ITEM DEFAULTS ENDS====================*/
17  /*=============== FORMULA SECTION BEGIN ====================*/
18  if ((ANC_ABS_TYP_NAME='Sick')  AND (ANC_ABS_RSN_NAME='Flu'))
19  then (
20  rateCode='Sickness Rate'
21  )
22  else (
23  rateCode='Hourly Rate'
24  )
25  /*=============== FORMULA SECTION END ====================*/
26  return rateCode
```

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Search: Tasks

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AH GLOBAL ABSENCE PLAN USE RATE FORMULA 2

AH Global Absence Plan Use Rate Formula2	
Formula Name	AH Global Absence Plan Use Rate Formula2
Formula Type	Global Absence Plan Use Rate
Decription	This sample formula returns the Plan Use Rate. If an Individual is Paid on Hourly Basis his RateCode will be Hourly else it would be Annual Salary

FORMULA TEXT

```
/*************************************************************
FORMULA NAME: AH Global Absence Plan Use Rate Formula2
FORMULA TYPE: Global Absence Plan Use Rate
DESCRIPTION: This sample formula returns the Plan Use Rate. If an Individual is Paid on Hourly Basis his RateCode will be Hourly else, it would be Annual Salary
Change History:
Name            Date        Comments
--------------------------------------------------------------------------------
XXXXXXX         DD-MM-YYYY   XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
--------------------------------------------------------------------------------
*************************************************************/
/*========== DATABASE ITEM DEFAULTS BEGIN ====================*/
DEFAULT for PER_ASG_HOURLY_SALARIED_CODE is 'H'
/*========== DATABASE ITEM DEFAULTS ENDS====================*/
/*========== FORMULA SECTION BEGIN====================*/
if (PER_ASG_HOURLY_SALARIED_CODE='H')
then (
   rateCode='Hourly Rate'
)
```

```
else (
    rateCode='Annual Salary Rate'
)
/*=========== FORMULA SECTION END=====================*/
RETURN rateCode
```

SCREENSHOTS

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Search: Tasks

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Advanced

Manage Fast Formulas: AH Global Absence Plan Use Rate Formula2

View History | Compile | Refresh | Done

* Formula Name: AH Global Absence Plan Use Rate Formula2

Type: Global Absence Plan Use Rate

Legislative Data Group: IN Legislative Data Group

Effective As-of Date: 11/21/2015

Formula Overview

▷ Formula Name

Manage Formula Details

Effective Start Date 01/01/1951

Effective End Date

Description Custom Formula Created By Ashish

Compile Status ✔

Formula Details

End Date | Edit ▾

Formula Text

```
1  /********************************************************************
2  FORMULA NAME: AH Global Absence Plan Use Rate Formula
3  FORMULA TYPE: Global Absence Plan Use Rate
4  DESCRIPTION: This sample formula returns the Plan Use Rate
5  Change History:
6  Name              Date          Comments
7  ------------------------------------------------------------------------
8  XXXXXXXX          DD-MM-YYYY     XXXXXXXXXXXX
9  ------------------------------------------------------------------------
10 ********************************************************************/
11 /*=========== DATABASE ITEM DEFAULTS BEGIN =====================*/
12 DEFAULT for PER_ASG_HOURLY_SALARIED_CODE is 'H'
13 /*=========== DATABASE ITEM DEFAULTS ENDS=====================*/
14 /*=========== FORMULA SECTION BEGIN=====================*/
15 if (PER_ASG_HOURLY_SALARIED_CODE='H')
16 then(
17     rateCode='Hourly Rate'
18 )
19 else(
20     rateCode='Annual Salary Rate'
21 )
22 /*=========== FORMULA SECTION END=====================*/
23 RETURN rateCode
```

SETUP STEPS

Each absence plan setup requires four Tabs to be filled namely:

a) PLAN ATTRIBUTES
Contains Details about Plan Name, Description, Legislative Data Group, Processing Level, Conversion Formula Attached (used for Absence Duration calculation)

b) PARTICIPATION
Contains Details about Basic Plan Details, Enrollment and Termination Rules

c) ACCRUALS
Contains Details about Accrual Attributes like Accrual Formulas, Payment Percentage, Accrual Method, Accrual Frequency.

d) ENTRIES AND BALANCES
Contains Details about Balance Updates, Rates and Payroll Integrations

Navigation is as shown below:

Login to Fusion Applications -> Click on Navigator -> Click on '***Setup and Maintainenance***' -> In "***All Tasks***" Search for "***Manage%Absence%Plan***"

Click on Create Button and populate the following details:

LABEL	VALUE
Effective As of Date	09/18/14
Legislation	India
Plan Type	Accrual

You may populate the following screen with above details

Populate Plan Attributes Tab:
This Tab Consists of 4 parts which are:

a) General Attributes

b) Plan Term

c) Legislative Information (Optional Used for Populating Legislative Specific Absence Information. Not Applicable in this example)

d)   Descriptive Information (Optional Used for Populating DFF Fields If Created for Absence Plan. Not Applicable in this example)

Populate the following details in General Attributes Section as shown below:

General Attributes	
LABEL	**VALUE**
Plan	XX AH Annual Absence Plan IN
Description	Annual Absence Plan Created for India
Plan UOM	Days
Legislative Data Group	IN Legislative Data Group
Status	Active
Enable Concurrent Entitlement	Unchecked
Processing Level	Assignment
Conversion Formula	AH Global Absence Plan Duration Formula

Populate the following details in Plan Term Section as shown below:

Plan Term	
LABEL	**VALUE**
Type	Calendar Year
Calendar	
Start Month	01
Start Day	1

Use the above details and populate the Plan Attributes Tab and the screenshot would look like:

Setup and Maintenance

Tasks

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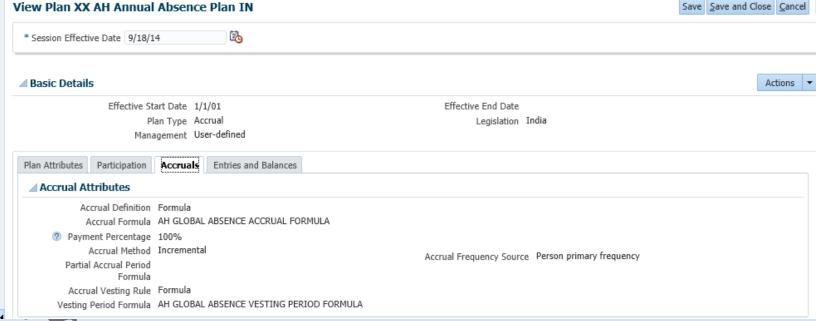- Manage Composites

Topology Registration
- Review Topology

View Plan XX AH Annual Absence Plan IN

Save | Save and Close | Cancel

* Session Effective Date 9/18/14

Basic Details

Actions ▼

Effective Start Date 1/1/01	Effective End Date
Plan Type Accrual	Legislation India
Management User-defined	

Plan Attributes | Participation | Accruals | Entries and Balances

General Attributes

Plan XX AH Annual Absence Plan IN	Legislative Data Group IN Legislative Data Group
Description Annual Absence Plan Created for India	Status Active
	Enable concurrent entitlement ___
	Processing Level Assignment
⑦ Plan UOM Days	Conversion Formula AH GLOBAL ABSENCE PLAN DURATION FORMULA

Plan Term

Type Calendar year	Start Month 01
Calendar	Start Day 1

Populate Participation Tab:

This Tab Consists of 2 parts which are:

a) Enrollment Rules
b) Termination Rules

Populate the following details in Enrollment Rules Section as shown below:

Enrollment Rules	
LABEL	**VALUE**
Enrollment Start Rule	As of Event
Waiting Period UOM	Calendar Days
Duration	30

Populate the following details in Termination Rules Section as shown below:

Termination Rules	
LABEL	**VALUE**
Enrollment End Rule	As of Event
On Employment Termination	
LABEL	**VALUE**

Positive Accrual Balances	Checked
Negative Accrual Balance	Checked
On Loss of Plan Eligibility	
LABEL	**VALUE**
Disburse Positive Balance	Checked
Recover Negative Balance	Checked

Use the above details and populate the Participation Tab and the screenshot would look like:

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View Plan XX AH Annual Absence Plan IN

Save | Save and Close | Cancel

* Session Effective Date 9/18/14

Basic Details

Actions ▼

Effective Start Date	1/1/01
Plan Type	Accrual
Management	User-defined

Effective End Date
Legislation India

Tabs: Plan Attributes | **Participation** | Accruals | Entries and Balances

Enrollment Rules

Enrollment Start Rule As of event

Waiting Period UOM Calendar days
? Duration 30

Termination Rules

Enrollment End Rule As of event

On Employment Termination
- ✔ Positive Accrual Balances
- ✔ Negative Accrual Balance

On Loss of Plan Eligibility Only
- ✔ Disburse positive balance
- ✔ Recover negative balance

Populate Accruals Tab which consists of Accrual Attributes Section only.
Populate the following details in Accrual Attributes Section as shown below:

Accrual Attributes	
LABEL	**VALUE**
Accrual Definition	Formula
Accrual Formula	AH Global Absence Accrual Formula
Payment Percentage	100%
Accrual Method	Incremental
Partial Accrual Period Formula	
Accrual Vesting Rule	Formula
Vesting Period Formula	AH Global Absence Vesting Period Formula
Accrual Frequency Source	Person Primary Frequency

Use the above details and populate the Accruals Tab and the screenshot would look like:

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View Plan XX AH Annual Absence Plan IN   Save | Save and Close | Cancel

* Session Effective Date 9/18/14

Basic Details   Actions ▾

Effective Start Date 1/1/01   Effective End Date
Plan Type Accrual   Legislation India
Management User-defined

| Plan Attributes | Participation | **Accruals** | Entries and Balances |

Accrual Attributes

Accrual Definition Formula
Accrual Formula AH GLOBAL ABSENCE ACCRUAL FORMULA
⊘ Payment Percentage 100%
Accrual Method Incremental   Accrual Frequency Source Person primary frequency
Partial Accrual Period Formula
Accrual Vesting Rule Formula
Vesting Period Formula AH GLOBAL ABSENCE VESTING PERIOD FORMULA

Populate Entries and Balances Tab.This Tab Consists of 3 Sections which are:

a) Balance Updates
b) Rates
c) Payroll Integration

Populate the following details in Balance Updates Section as shown below:

Balance Updates	
LABEL	VALUE
Discretionary Disbursements of Accrual Balance	Checked
Accrual Balance Transfers Across Plans	Checked
Other Adjustments	Checked
Other Adjustment Reasons	Clerical Error , Compensatory

Populate the following details in Rates Section as shown below:

Rates	
LABEL	VALUE
Absence Payment Rate Rule	Formula
Formula	AH Global Absence Plan Use Rate Selection Formula 1

Final Disbursement Rate Rule	Formula
Formula	AH Global Absence Use Rate Formula2
Discretionary Disbursement Rate Rule	Formula
Formula	AH Global Absence Plan Use Rate Selection Formula 1
Liability Rate Rule	Formula
Formula	AH Global Absence Use Rate Formula2

Populate the following details in Payroll Integration Section as shown below:

Payroll Integration	
LABEL	VALUE
Transfer absence payment information for payroll processing	Checked
Element	Annual Leave

Use the above details and populate the Entries and Balances Tab and the screenshot would look like:

Setup and Maintenance

View Plan XX AH Annual Absence Plan IN   Save   Save and Close   Cancel

* Session Effective Date 11/23/2015

◢ **Basic Details**   Edit ▾   History

Effective Start Date	01/01/2001	Effective End Date	
Plan Type	Accrual	Legislation	India
Management	User-defined		

Plan Attributes   Participation   Accruals   **Entries and Balances**

◢ **Balance Updates**

Select the balance updates to enable for this plan.

Discretionary disbursements of accrual balance ✔   ⑦ Other adjustments ✔

Accrual balance transfers across plans ✔   Other Adjustment Reasons Clerical Error; Compensatory

◢ **Rates**

⑦ Absence Payment Rate Rule Formula   ⑦ Discretionary Disbursement Rate Formula
                                                                          Rule
            Formula AH GLOBAL ABSENCE PLAN USE RATE SELECTION FORMULA 1
                                                            Formula AH GLOBAL ABSENCE PLAN USE RATE FORMULA2
⑦ Final Disbursement Rate Rule Formula
                                                   ⑦ Liability Rate Rule Formula
            Formula AH GLOBAL ABSENCE PLAN USE RATE FORMULA2
                                                            Formula AH GLOBAL ABSENCE PLAN USE RATE FORMULA2

◢ **Payroll Integration**

Transfer absence payment information for payroll processing ✔   Element Annual Leave

==If this **check box** is not selected (**Element** field will not show a field value of **Annual Leave** rather it will be empty)==

Once all the above setup is done Absence Plan Creation is complete.