RosterOn

Generic Inbound

SAP Import

Release date: 03/02/2016

Table of contents

[Reports 1](#_Toc440638367)

[1.1 RosterOn Check Date Format Function 1](#_Toc440638368)

[1.2 Employee Award Employment Types- Priority 1](#_Toc440638369)

[1.3 Employee Award Payroll Runs- Priority 1](#_Toc440638370)

[1.4 Employee Maintenance 2](#_Toc440638371)

[1.5 Employee Detail 2](#_Toc440638372)

[1.6 Employee Hours 3](#_Toc440638373)

[1.7 Employee Award 4](#_Toc440638374)

[1.8 Employee Leave Balance 8](#_Toc440638375)

[1.1 Employee Cost Centre 20](#_Toc440638376)

[1.2 Employee Training 20](#_Toc440638377)

[1.3 Employee Transaction Type 21](#_Toc440638378)

Reports

## RosterOn Check Date Format Function

A new function was built into RosterOn called check\_valid\_date which is used to check if a string is a valid date time and convert it to an appropriate date time format. This function can only be used to check for date time strings formatted as dd/MM/yyy or d/MM/yyyy. The function takes in two parameters:

|  |  |  |
| --- | --- | --- |
| **Parameter** | **Type** | **Comment** |
| date | varchar(150) | This is the string that the function will try and validate as a date time. |
| is\_from\_date | varchar(1) | This flag determines if the date parameter is a ‘from date’ or ‘to date’ parameter. If set to ‘Y’ then the function will return ‘1900-01-01’ if the date parameter fails to validate as a date time. If set to ‘N’ then the function will return ‘2049-01-01’ if the date parameter fails to validate as a date time. |

**Example:**

dbo.check\_valid\_date(Column14, ‘Y’)

## Employee Award Employment Types- Priority

The Employee Award Employment Types Report has been created as a priority report to get the employment types against all the employee awards from RosterOn. This data is used by the Employee Award Import to use an existing employment type against an award from RosterOn if an import record contains data for the same date range as that entry in RosterOn for that employee.

**Prerequisites**: the record key of emp\_award\_emp\_types is required to be added to the File Import Configuration.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | emp\_award\_emp\_types |

## Employee Award Payroll Runs- Priority

The Employee Award Payroll Runs Report has been created as a priority report to get the payroll runs against all the employee awards from RosterOn. This data is used by the Employee Award Import to use an existing payroll run against an award from RosterOn if an import record contains data within the same date range as that entry in RosterOn for that employee.

**Prerequisites**: the record key of emp\_award\_payroll\_runs is required to be added to the File Import Configuration.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | emp\_award\_payroll\_runs |

## Employee Maintenance

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPMA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Emp no | rosteronemp | Column01 | CASE WHEN ISNUMERIC(v.Column01) = 1 THEN CAST(CAST(v.Column01 AS decimal(20)) AS Varchar(150)) |
| 2 | Title Type | rosteronemp | Column02 |  |
| 3 | First Name | rosteronemp | Column03 | Use camel case for first name SUBSTRING(UPPER(v.Column03), 1, 1) + SUBSTRING(LOWER(v.Column03), 2, 150) |
| 4 | Surname | rosteronemp | Column04 | Use camel case for surname SUBSTRING(UPPER(v.Column04), 1, 1) + SUBSTRING(LOWER(v.Column04), 2, 150) |
| 5 | Known As | rosteronemp | Column03 | If system config “**Import - Update Employee Known As”** is set to **“Y’** then update “**Known As”** as First Name, else keep the existing value. |
| 6 | Eff From Date | rosteronemp | Column05 |  |
| 7 | Eff To Date | rosteronemp | Column06 | If Column06 = ‘00/00/0000’ then it is changed to ‘01/01/2049’ |

## Employee Detail

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPDE |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronemp | Column01 | CASE WHEN ISNUMERIC(v.Column01) = 1 THEN CAST(CAST(v.Column01 AS decimal(20)) AS Varchar(150)) |
| 2 | Eff From Date | rosteronemp | Column05 |  |
| 3 | Eff To Date | rosteronemp | Column06 | If Column06 = ‘00/00/0000’ then it is changed to ‘01/01/2049’ |
| 4 | Preferred Contact Method |  |  | Hard coded to ‘P’ |
| 5 | Phone Number | rosteronemp | Column21 |  |
| 6 | Phone Number 2 |  |  | Hard coded to ‘’ |
| 7 | Fax Number |  |  | Hard coded to ‘’ |
| 8 | Mobile Number | rosteronemp | Column22 |  |
| 9 | Email |  |  | Hard coded to ‘’ |
| 10 | Street | rosteronemp | Column23 |  |
| 11 | Suburb | rosteronemp | Column24 | CONVERT(varchar(150), Column24) |
| 12 | State | rosteronemp | Column25 | Join with state table in RosterOn on state.payroll\_ref = Column25, if payroll\_ref is Null, use Column25.  ISNULL(s.payroll\_ref, v.Column25) |
| 13 | Post Code | rosteronemp | Column26 |  |

## Employee Hours

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPHR |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronemp | Column01 |  |
| 2 | Employment Type |  |  | Hardcoded to ‘’ |
| 3 | Eff From Date | rosteronemp | Column07 | Expression:  =cdate(Fields!eff\_from\_date.Value) |
| 4 | Eff To Date | rosteronemp | Column08 | If Column06 < Column08 then Eff To Date is set to Column06  If Column06 = ‘00/00/0000’ then it is changed to ‘01/01/2049’  If Column08 = ‘31/12/9999’ then it is changed to ‘01/01/2049’  Expression:  =cdate(iif(Fields!eff\_to\_date.Value = "31/12/9999", "01/01/2049", Fields!eff\_to\_date.Value)) |
| 5 | Minimum Hours | rosteronemp | Column09 | If Column09 = ‘CS’ then Minimum Hours is set to ‘0.00’  Expression:  =ltrim(rtrim(Fields!min\_hrs\_week.Value)) |
| 6 | Maximum Hours | rosteronemp | Column09 | Expression:  =ltrim(rtrim(Fields!max\_hrs\_week.Value)) |
| 7 | Shift Hours |  |  | Hardcoded to ‘8.00’ |

## Employee Award

Get records where the date in Column10 is before the date in Column30 as this represents a pay run change that is different to the dates on the award. The Eff To Date is set to Column30 – 1 day and an existing pay run and employment type is used from RosterOn.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPAW |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronemp | Column01 | Expression:  =ltrim(rtrim(Fields!emp\_no.Value)) |
| 2 | Eff From Date | rosteronemp | Column10 | Expression:  =cdate(Fields!eff\_from\_date.Value) |
| 3 | Eff To Date | rosteronemp | Column30 – 1 day | If Column06 < Column30 then Eff To Date is set to Column06  If Column06 = ‘00/00/0000’ then it is changed to ‘01/01/2049’ else Column06  If Column30= ‘31/12/9999’ then it is changed to ‘01/01/2049’ else ‘DATEADD(DD, -1, Column30)’ |
| 4 | Employment Type | rosteronemp | Column12 | If Column12 = ‘CS’ OR ‘CB’ then Employment type is set to ‘C’  If the date range of an import employee award record overlaps with an existing RosterOn employee award record then Employment Type is set to the Employment Type against the Award for that employee. |
| 5 | Award | rosteronemp | Column13 |  |
| 6 | Award Classification | rosteronemp | Column14 + Column15 |  |
| 7 | Employee Payroll Run | rosteronemp | Column16 | If the date range of an import employee award record overlaps with an existing RosterOn employee award record then Employee Payroll Run is set to the Payroll Run against the Award for that employee. |
| 8 | Above Award Rate Flag | rosteronemp | Column19 | If Column19 = ‘0.00’ then Above Award Rate Flag is set to ‘N’ else ‘Y’ |
| 9 | Rate | rosteronemp | Column19 |  |

Get records where the date in Column10 is before the date in Column30 as this represents a pay run change that is different to the dates on the award. The Eff From Date is set to Column30 and the Eff To Date is set to Column11.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPAW |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronemp | Column01 |  |
| 2 | Eff From Date | rosteronemp | Column30 |  |
| 3 | Eff To Date | rosteronemp | Column11 | If Column06 < Column11 then Eff To Date is set to Column06  If Column06 = ‘00/00/0000’ then it is changed to ‘01/01/2049’ else Column06  If Column11 = ‘31/12/9999’ then it is changed to ‘01/01/2049’ else Column11 |
| 4 | Employment Type | rosteronemp | Column12 | If Column12 = ‘CS’ OR ‘CB’ then Employment type is set to ‘C’  If the date range of an import employee award record overlaps with an existing RosterOn employee award record then Employment Type is set to the Employment Type against the Award for that employee. |
| 5 | Award | rosteronemp | Column13 |  |
| 6 | Award Classification | rosteronemp | Column14 + Column15 |  |
| 7 | Employee Payroll Run | rosteronemp | Column16 | If the date range of an import employee award record overlaps with an existing RosterOn employee award record then Employee Payroll Run is set to the Payroll Run against the Award for that employee. |
| 8 | Above Award Rate Flag | rosteronemp | Column19 | If Column19 = ‘0.00’ then Above Award Rate Flag is set to ‘N’ else ‘Y’ |
| 9 | Rate | rosteronemp | Column19 |  |

Get records where the date in Column10 is after or equal to the date in Column30. The Eff From Date is set to Column10 and the Eff To Date is set to Column11.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPAW |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronemp | Column01 |  |
| 2 | Eff From Date | rosteronemp | Column10 |  |
| 3 | Eff To Date | rosteronemp | Column11 | If Column06 < Column11 then Eff To Date is set to Column06  If Column06 = ‘00/00/0000’ then it is changed to ‘01/01/2049’ else Column06  If Column11 = ‘31/12/9999’ then it is changed to ‘01/01/2049’ else Column11 |
| 4 | Employment Type | rosteronemp | Column12 | If Column12 = ‘CS’ OR ‘CB’ then Employment type is set to ‘C’  If the date range of an import employee award record overlaps with an existing RosterOn employee award record then Employment Type is set to the Employment Type against the Award for that employee. |
| 5 | Award | rosteronemp | Column13 |  |
| 6 | Award Classification | rosteronemp | Column14 + Column15 |  |
| 7 | Employee Payroll Run | rosteronemp | Column16 | If the date range of an import employee award record overlaps with an existing RosterOn employee award record then Employee Payroll Run is set to the Payroll Run against the Award for that employee. |
| 8 | Above Award Rate Flag | rosteronemp | Column19 | If Column19 = ‘0.00’ then Above Award Rate Flag is set to ‘N’ else ‘Y’ |
| 9 | Rate | rosteronemp | Column19 |  |

## Employee Leave Balance

**NOTE:** If the leave attribute ‘Import Exclude (IMPEXCL)’ is set against any leave type with the value ‘Y’ then it is excluded from the employee leave balance import.

Annual Leave

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘10’ THEN Leave Type is set to ‘0100’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

Purchased Leave

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘12’ THEN Leave Type is set to ‘0120’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

Sick Leave No Certificate

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘22’ or ‘26’ THEN Leave Type is set to ‘0203’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

Sick Leave Stat Dec

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘24’ THEN Leave Type is set to ‘0205’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

Sick Leave

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘25’ THEN Leave Type is set to ‘0200’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

Accrued Day Off

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘50’ THEN Leave Type is set to ‘0501’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

Time in Lieu

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘51’ THEN Leave Type is set to ‘0500’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

4 Clear Days Provision

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘57’ THEN Leave Type is set to ‘0685’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

Compassionate Leave

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘73’ THEN Leave Type is set to ‘0602’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

Professional Leave

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘74’ THEN Leave Type is set to ‘0650’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

Conference Leave

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘75’ THEN Leave Type is set to ‘0634’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

Exam Leave

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘76’ THEN Leave Type is set to ‘0662’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

Compassionate Leave S/L

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘77’ THEN Leave Type is set to ‘0315’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

EBA Study Leave

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘78’ THEN Leave Type is set to ‘0661’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

Discovery Prog Study Leave

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘79’ THEN Leave Type is set to ‘0675’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

Grad Midwife Prog Study Leave

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘80’ THEN Leave Type is set to ‘0676’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

Grad Nurse Prog Study Leave

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘81’ THEN Leave Type is set to ‘0677’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

Study/Conference/Seminar

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘82’ THEN Leave Type is set to ‘0678’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 |  |
| 5 | Pro Rata | rosteronlve | Column04 |  |
| 6 | Pro Rata Taken | rosteronlve | Column06 |  |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’ |

Long Service Leave

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘40’, ‘41’ or ‘42’ THEN Leave Type is set to ‘0400’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 | IF there are multiple records for the same employee then the report gets the SUM of the value in Column05 |
| 5 | Pro Rata | rosteronlve | Column04 | IF there are multiple records for the same employee then the report gets the SUM of the value in Column04 |
| 6 | Pro Rata Taken | rosteronlve | Column06 | IF there are multiple records for the same employee then the report gets the SUM of the value in Column06 |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’  IF there are multiple records for the same employee then the report gets the MAX date from Column07 |

Carers Leave

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘23’ or ‘72’ THEN Leave Type is set to ‘0206’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 | IF there are multiple records for the same employee then the report gets the SUM of the value in Column05 |
| 5 | Pro Rata | rosteronlve | Column04 | IF there are multiple records for the same employee then the report gets the SUM of the value in Column04 |
| 6 | Pro Rata Taken | rosteronlve | Column06 | IF there are multiple records for the same employee then the report gets the SUM of the value in Column06 |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’  IF there are multiple records for the same employee then the report gets the MAX date from Column07 |

Substitute Leave

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPBA |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Employee Number | rosteronlve | Column01 |  |
| 2 | Leave Type | rosteronlve | Column02 | IF Column02 = ‘62’ or ‘69’ THEN Leave Type is set to ‘0607’ |
| 3 | Day Date | rosteronlve | Column03 |  |
| 4 | Entitlement | rosteronlve | Column05 | IF there are multiple records for the same employee then the report gets the SUM of the value in Column05 |
| 5 | Pro Rata | rosteronlve | Column04 | IF there are multiple records for the same employee then the report gets the SUM of the value in Column04 |
| 6 | Pro Rata Taken | rosteronlve | Column06 | IF there are multiple records for the same employee then the report gets the SUM of the value in Column06 |
| 7 | Anniversary Date | rosteronlve | Column07 | IF Column07 is LIKE '00/00/%' THEN Anniversary Date is set to ‘01/01/1900’  IF there are multiple records for the same employee then the report gets the MAX date from Column07 |

## Employee Cost Centre

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPCC |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
|  | Employee No | rosteronemp | Column01 |  |
|  | Company code | rosteronemp | Column18 |  |
|  | Cost Center | rosteronemp | Column17 |  |
|  | Eff From Date | rosteronemp | Column30 | =cDate(Fields!eff\_from\_date.Value) |
|  | Eff To Date | rosteronemp | Column31 | =cDate(Fields!eff\_to\_date.Value) |
|  | Percentage | rosteronemp |  | Hard coded to 1 |

## Employee Training

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_EMPTR |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Emp\_no | rosteronemp | Column01 | CASE WHEN ISNUMERIC(v.Column01) = 1 THEN CAST(CAST(v.Column01 AS decimal(20)) AS Varchar(150)) |
| 2 | Emp\_training\_type\_code |  |  | Hard coded to ‘FIRETRAIN’ |
| 3 | Emp\_location\_code |  |  | Hard coded to ‘I’ |
| 4 | Emp\_paid\_code |  |  | Hard coded to ‘U’ |
| 5 | Eff\_from\_date | rosteronemp | Column29 | Effect from date is one year before the date in Column29  DATEADD(yy, - 1, CONVERT(datetime, CASE WHEN v.Column29 = '00/00/0000' THEN NULL ELSE v.Column29 END, 103)) |
| 6 | Eff\_to\_date | rosteronemp | Column29 | CONVERT(datetime, CASE WHEN v.Column29 = '00/00/0000' THEN NULL ELSE v.Column29 END, 103) |
| 7 | Note |  |  | Hard coded to ‘’ |

## Employee Transaction Type

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key** | **RosterOn** | **SAP File** | **SAP Column Name** | **Comments** |
|  | Record Key |  |  | The record key is hard coded to the RosterOn import key import\_TRANTYPEE |
|  | Record Number |  |  | The record number is hard coded to 1 and is mostly ignored. |
| 1 | Transaction\_type\_external\_ref |  |  | Hard coded to ‘SRVCEMARG’ |
| 2 | Emp\_no | rosteronemp | Column01 | CASE WHEN ISNUMERIC(v.Column01) = 1 THEN CAST(CAST(v.Column01 AS decimal(20)) AS Varchar(150)) |
| 3 | Eff\_from\_date | rosteronemp | Column10 |  |
| 4 | Eff\_to\_date | rosteronemp | Column11 | If Column06 = ‘00/00/0000’ then it is changed to ‘01/01/2049’ |
| 5 | Rate | rosteronemp | Column20 | CONVERT(numeric(30, 5), Column20) |
| 6 | Multiplier\_flg |  |  | Hard coded to ‘N’ |
| 7 | Export\_flg |  |  | Hard coded to ‘N’ |

|  |  |  |  |
| --- | --- | --- | --- |
| Allocate Software plc  Corporate Head Office  1 Church Road,  Richmond,  TW9 2QE  Tel. +44 (0)20 7355 5555  Fax +44 (0)20 7355 5588 | UK Regional Office  Compass House  The Point  Coach Road  Shireoaks  Worksop  NOTTS  S81 8BW  Tel. +44 (01909) 506276  Fax +44 (01909) 478165 | UK Regional Office  Unit 5 Kings Meadow  Ferry Hinksey Road  Oxford  OX2 0DP  Tel: + 44 3300 881 757  Fax: +44 8715 289 031 | UK Regional Office  The Innovation Centre 2  Keele University Science Park  2nd Floor IC3,  Keele  Staffordshire  ST5 5NP  Tel. +44 (0) 1782 667001  Fax +44 (0) 1782 667009 |
| Time Care AB  Swedish Head Office  Franzéngatan 3 3tr  112 51 Stockholm    Tel: +46 8 5055 1800  Fax: +46 8 5055 1899 | Time Care AB  Swedish Regional Office  Kronhusgatan 11  411 05 Göteborg  Tel: +46 (0) 31 724 28 80  Fax: +46 (0) 31 724 27 01 | Allocate Software PTY Ltd  Australian Head Office  Suite 2, Level 13,  99 Mount St  North Sydney NSW 2060 Australia  Tel. 1300 767 837 or +61 (0) 3 9534 4477 | Allocate Software PTY Ltd  Australian regional Office  RosterOn Pty Ltd Level 6, 636 St Kilda Rd  Melbourne 3004  Tel: local 1300 767837 international +61 3 95344477  Fax: +61 3 9510 8681 |

enquiries@allocatesoftware.com

[www.allocatesoftware.com](http://www.manpowersoftware.com)

© Copyright 2015 Allocate Software plc and its subsidiaries

All rights reserved. All identified product names of other companies may be trademarks or registered trademarks of their respective owners. The materials presented here are summary in nature, subject to change, and intended for general information only.

05/09