

# HR-XML Consortium

## 3.2.1 Worker Onboarding

### Specification

#### **Copyright statement**

©2013 HR-XML. All rights reserved. No part of this publication may be reproduced, stored in a retrieval system, or transmitted, in any form or by any means, electronic, mechanical, photocopying, recording, or otherwise, without the prior written permission of the publisher. Printed in the United States of America.

## Table of Contents

Worker Onboarding Specification Overview .....	3
Applicant Tracking OnBoarding (Non-staffing) .....	3
Staffing OnBoarding .....	3
Internal OnBoarding .....	3
Actors .....	4
Trigger / Precondition .....	5
Applicant Tracking Worker OnBoarding .....	7
Supported Processes .....	7
Candidate is Hired - UC001 .....	7
Candidate Information Changes - UC002 .....	8
ATS Retrieves Candidate Information - UC003 .....	9
Staffing Worker OnBoarding .....	11
Supported Processes .....	11
Candidate is Hired - UC004 .....	11
Candidate Information Changes - UC005 .....	12
ATS Retrieves Candidate Information - UC006 .....	14
Internal Worker OnBoarding .....	15
Supported Processes .....	15
Candidate is Hired - UC007 .....	15
Candidate Information Changes - UC008 .....	16
ATS Retrieves Candidate Information - UC009 .....	17
Appendix A: Examples .....	19
Appendix B: Noun Layouts .....	20
Appendix C: Business Object Document Diagrams .....	21

## Worker Onboarding Specification Overview

The Worker OnBoarding noun may be used to onboard a person as an employee or contingent worker.

### Applicant Tracking OnBoarding (Non-staffing)

- The pre-hire phase of the onboarding process generally starts at the time of offer accept, but could start as early as offer extend. This phase concludes on the employee start date.
- The post-hire phase of the onboarding process starts on the employee start date and can continue from a week to 90 days or more after the start date.

The ATS Onboarding Business Rules (.xls) outline which elements/attributes are required or best practice for each ATS Onboarding transaction.

### Staffing OnBoarding

(to Staffing)

- First interaction with a candidate to discern if they have basic qualifications to further evaluate (prior to Conditional Hire paperwork and information served - application, consent to screen forms, self id survey etc.)
- Execute the formal internal and external required hiring information (W4, Hire Act, WOC, etc.) with the last process being the delivery of I9 Employment Eligibility form (for US worker requirements)
- Onboarding stops if the candidate or the staffing agency determines to sever the relationship.

(to Customer)

- Completion of employment eligibility forms.
- Provide Customer Specific and/or Position/Assignment Related and/or Product/Service Line Specific material to complete the onboarding process related to the area that their skill set matches.
- This process can be repeated based on the candidate life cycle and specific customer engagements.

The Staffing Onboarding Business Rules (.xls) outline which elements/attributes are required or best practice for each Staffing Onboarding transaction.

### Internal OnBoarding

- Completion of employment eligibility forms.
- Provide Customer Specific and/or Position/Assignment Related and/or Product/Service Line Specific material to complete the onboarding process related to the area that their skill set matches.

- This process can be repeated based on the candidate life cycle and specific customer engagements.

The Internal Onboarding Business Rules (.xls) outline which elements/attributes are required or best practice for each Internal Onboarding transaction.

## Actors

The actors that may be involved in the onboarding process include:

- **NonStaffing OnBoarding System.** The system (or set of activities) that supports the process of administrating, orienting, training and successfully integrating new or potential employees into an organization to enable them to perform their duties.
- **Staffing OnBoarding System.** The system (or set of activities) that supports the process of qualifying, interviewing, hiring, orienting and successfully integrating candidates into the staffing organization with the ultimate goal of onboarding them for specific customer engagement(s).
- **Applicant Tracking System (ATS).** Systems that allow for the electronic handling of recruitment data. In regards to interactions with other roles during the screening process, the ATS acts as a requester to the Wholesaler, Retailer and Aggregator. Not typically part of the CRA since they only store the status of the screening order. These systems provide a mechanism for gathering candidate information and communication with the SSA/DHS. The ATS is responsible for storing candidate eligibility information to work within the United States.
- **Front End System (HCM, HRIS, HRMS, Staffing Front Office, etc.).** System used by an employer to electronically track an employee's personal data, employment data, payroll data and benefits information. In regards to interactions with other roles during the screening process, the ATS acts as a requester to the Wholesaler, Retailer and Aggregator. This data is accessed directly by the End User.
- **Staffing Supplier.** A staffing supplier or "staffing agency" identifies and provides human resources to fill service requirements defined by a customer organization. Staffing companies typically maintain an employment relationship with the resources supplied to the customer. Typically, customers turn to staffing agencies to fill project-based, temporary, or so-called "contingent" staffing needs. Some customers also may use a resource's assignment under a staffing arrangement to evaluate the resource's fit for direct employment within the customer organization. Staffing suppliers typically assume legal and payroll tax obligations with respect to the resource whereas the customer merely pays the supplier a set rate (and possibly expenses) to the staffing supplier.
- **Candidate.** A person seeking or being considered for some kind of position (job, opening, opportunity, etc.)
- **Recruiter.** A person who solicits individuals (job seekers, active/passive candidates) to fill positions within an organization, corporation, or other affiliation.

## Trigger / Precondition

Examples of events that could trigger the onboarding process include:

- **Conditional Employment Offer.** This is an offer of employment that is contingent upon the successful completion of a background check or screening or the candidate's delivery of some evidence or requisite related to qualifications or employability (e.g., the candidate's successful graduation or completion of a current course of study, obtainment of a license, etc.). Conditional employment offers need to be constructed with knowledge of applicable law and the particular hiring situation. However, broadly speaking, conditional offers can be: 1. contingent upon the individual passing a background check before they start work, 2. made without restrictions before the background check has cleared, or 3. made with restrictions before the background check has cleared (e.g., a truck driver may enter on duty, but not actually perform in the role of a vehicle driver until screenings are complete).
- **Employment Offer Accepted.** The point in time in which the offer is accepted by the candidate.
- **Employee Promotion or Position Transfer.** The promotion or transfer of an employee to a new position obviously triggers a variety of associated changes (reporting relationships, pay and benefit changes, work location changes, etc.).
- **Enter On Duty.** This event is when a resource begins an assignment or actually begins the work for which he or she was hired. Often, this coincides with the first day the employee reports to a physical work location.
- **Hire.** A "hire event" coincides with the point in time at which a person who has been a candidate becomes associated with an employer as an employee. Sometimes systems are pre-provisioned with information about an individual after he or she has accepted the offer, but before the employee enters-on-duty.
- **New Hire.** The beginning of an individual's term of employment.
- **Re-Hire.** The beginning of an individual's term of employment following an earlier termination of a period of employment from the same employer.
- **Organizational Events.** A wide variety of organization events can trigger updates of human resource data or otherwise trigger interactions between HR service providers. Among those events are: layoff; location closure; merger; business reorganization; corporate relocation; acquisition; bankruptcy; and divestiture of operating units.

Other Triggers:

- **Candidate Application.** A candidate or job seeker applies for a job. The legal definition as to what constitutes job application varies by jurisdiction, but broadly speaking, application is recognized as occurring when: 1. the employer has acted to fill a particular position, 2. the individual has followed the employer's standard procedures for submitting applications, and 3. the individual has indicated an interest in the particular position.
- **Candidate Qualification.** Broadly speaking, this refers to a stage within the employer's hiring process at which the candidate is considered to have met the basic job qualifications or otherwise still remains within a pool of candidates considered for a position after the

elimination of unqualified candidates. The process and policy governing how candidates are qualified varies widely from employer-to-employer. The key aspect of "qualification" as an event, is that it is likely to trigger other hiring or evaluation processes, such as the scheduling of on-site or follow-up interviews and pre-employment assessments and screenings. Qualification often is not a single threshold, but a series of graduated thresholds, each of which might serve as an event trigger.

- **Candidate Submission.** This occurs when a third-party recruiter ("head hunter") or staffing supplier submits a candidate to a client or other organization seeking to fill a resource need.

## Applicant Tracking Worker OnBoarding

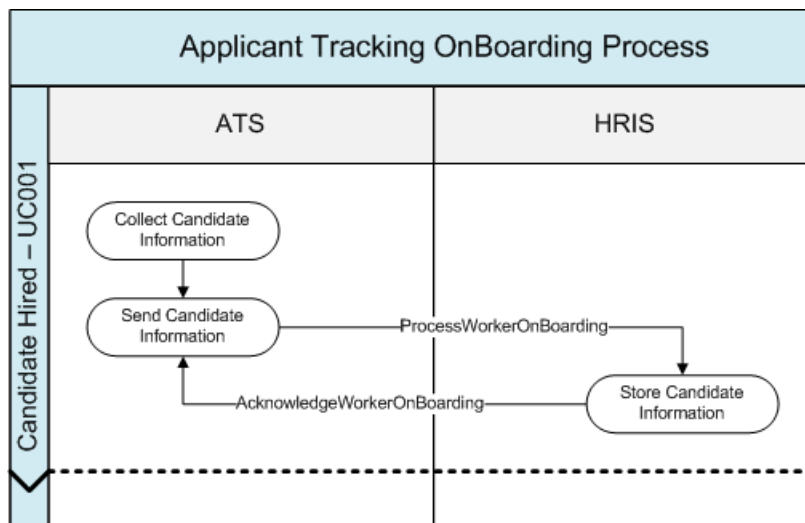
### Supported Processes

This section provides information useful for the implementation of OnBoarding between an applicant tracking system and an HRIS.

Review the ATS Onboarding Business Rules (.xls) to determine which elements/attributes are required or best practice for each ATS Onboarding transaction.

#### Candidate is Hired - UC001

**Summary.** This use case articulates the workflow for OnBoarding when there is information about a new hire that needs to be communicated to the HRIS earlier than the completion of the engagement.



**Business Narrative.** Frederik Goulden has applied to a job for an Accountant. Frederik is excited that he has been interviewed and believes that he will receive an offer soon. Frederik receives an offer and agrees to the offer verbally.

Frederik is introduced to the OnBoarding process. Here Frederik will be asked to view information, complete forms, answer questions and questionnaires, and sign documents in preparation for beginning work. Frederik begins his OnBoarding process right away.

Meanwhile, a trigger occurs prompting OnBoarding to package a set of information about the New Hire and the position he will fill. OnBoarding packages that information, usually at minimum enough so as to identify uniquely the New Hire and the position he is filling, and makes the information available to a downstream system. A downstream payroll system collects this information and makes use of it as per the company's process.

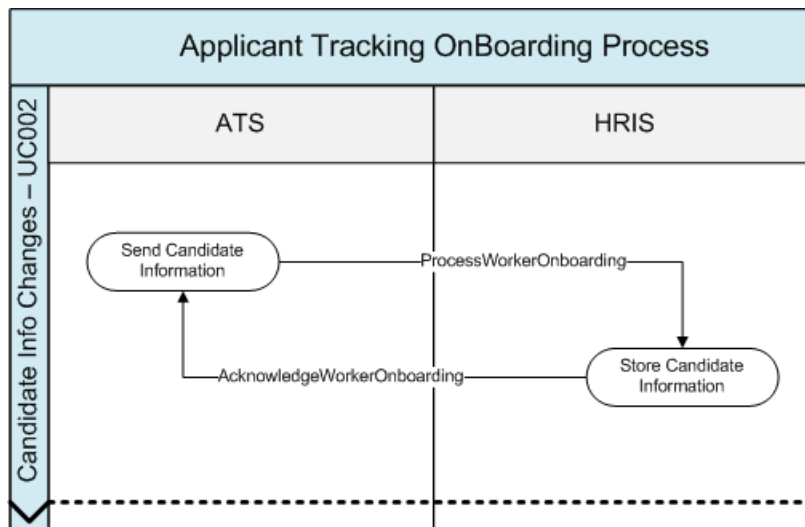
#### Technical Narrative.

1. The candidate completes the required data entry in the ATS.

2. ATS/OnBoarding calls the HRIS and passes a ProcessWorkerOnBoarding message with the onboarding information.
3. HRIS processes the message and responds with an AcknowledgeWorkerOnBoarding message containing a reference to the record created for use in downstream systems (often an Employee identifier).

### Candidate Information Changes - UC002

**Summary.** This use case articulates the exchange of information from ATS to HRIS on or about the completion of an OnBoarding engagement for a hire originating from outside the company or organization.



**Business Narrative.** Frederik is introduced to the OnBoarding process where he will be asked to view information, authorize decisions on various topics such as health care and beneficiaries, and to complete online forms. Frederik completes the OnBoarding process and is looking forward to his first day on the job.

Meanwhile, current employees are also preparing for Frederik and are busy completing work orders, arranging his future surroundings, and also completing forms. Once their work is complete the OnBoarding engagement is at its end.

Over the course of time, Frederik will review information, complete documents, answer questions or questionnaires, share information, and sign forms in preparation for beginning work.

Now that we have concluded the OnBoarding engagement there is one last thing that will be done. An extract of the information collected during the OnBoarding process, including data that may have been collected in online forms, will be packaged and sent to the HRIS for processing. When the HRIS receives this data it then completes the process of creating a new employee record within its systems and those that rely on it downstream.

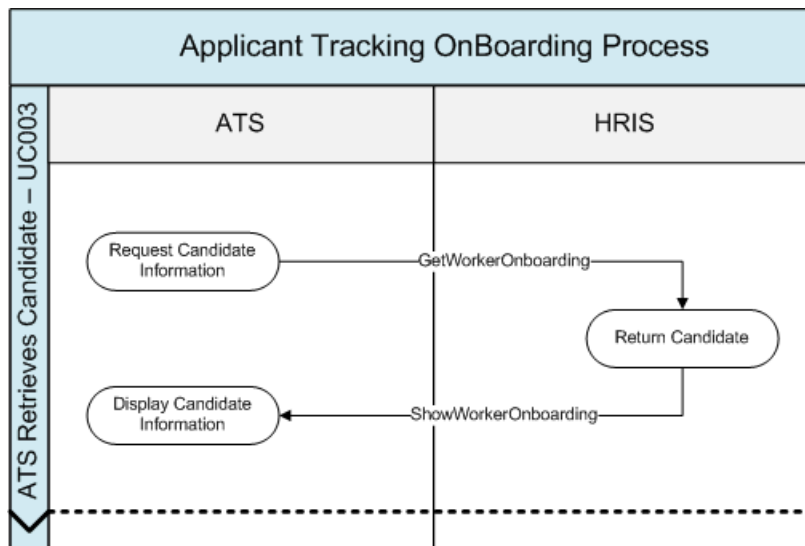


## Technical Narrative.

1. Updated on-boarding information can be sent using the snapshot approach or incremental approach. In snapshot approach, the sender sends the current "snapshot" of the full WorkerOnBoarding entity as it exists at the moment. In the incremental approach, the sender sends only the elements that have changed. This is also known as "delta" approach. While snapshot approach is easier to implement, the messages are larger in size and require more processing time. For more information see Approaches for Create, Update, and Delete Operations.
2. Candidate changes data in the ATS for a previously processed onboarding record.
3. ATS/OnBoarding calls the HRIS and passes a ProcessWorkerOnBoarding message, which includes a reference to the previous ProcessWorkerOnBoarding message.
4. HRIS processes the message and responds with an AcknowledgeWorkerOnBoarding message containing a reference to the record updated or replaced for use in downstream systems (often an Employee identifier).

### ATS Retrieves Candidate Information - UC003

**Summary.** This use case articulates the workflow for when a preemptory update is sent from OnBoarding to a downstream system. This occurs when key information changes in the new hire's record during the OnBoarding process; information that is important to the downstream systems.



**Business Narrative.** Frederik Goulden has applied to a job for an Accountant. Frederik is excited that he has been interviewed and believes that he will receive an offer soon. Frederik receives an offer and agrees to the offer verbally.

Frederik is introduced to the OnBoarding process where he will be asked to view information, authorize decisions on various topics such as health care and beneficiaries, and to complete online forms. Frederik begins to complete his OnBoarding process right away.

Meanwhile, the OnBoarding system is told (electronically, automatically, and manually) that it must send updated information about the New Hire to a downstream system. In this case, OnBoarding packages up a pre-determined amount of information (varies by circumstance) and sends it to a downstream system.

A supplemental movement of data back into OnBoarding, such as the "employee id" often cited by popular ERP's could also be part of this process.

**Technical Narrative.**

1. ATS/OnBoarding calls the HRIS and passes a GetWorkerOnBoarding message, which includes a reference to the record requested, such as an employee identifier.
2. HRIS processes the message and responds with a ShowWorkerOnBoarding message containing all of the relevant information available in the HRIS about the WorkerOnBoarding.
3. Staffing Worker OnBoarding: Business Processes
4. This section provides information useful for the implementation of OnBoarding in a contingent staffing environment.
5. Review the Staffing Onboarding Business Rules (.xls) to determine which elements/attributes are required or best practice for each Staffing Onboarding transaction.

## Staffing Worker OnBoarding

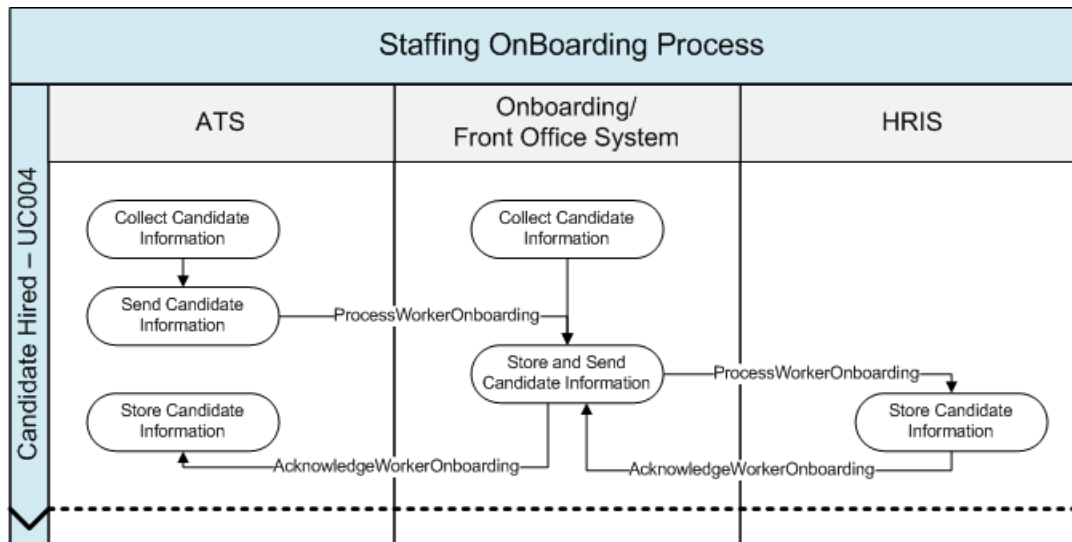
### Supported Processes

This section provides information useful for the implementation of OnBoarding in a contingent staffing environment.

Review the Staffing Onboarding Business Rules (.xls) to determine which elements/attributes are required or best practice for each Staffing Onboarding transaction.

#### Candidate is Hired - UC004

**Summary.** This use case articulates the workflow for Staffing firms OnBoarding process. Staffing firms typically sources candidates through their ATS and then pass them to the Onboarding/Front Office System and once fully processed and placed the candidate information is communicated to the HRIS, primarily to facilitate the payroll purposes. The candidate master data source for Staffing firms is the Onboarding/Front Office System.



**Business Narrative.** Sally Underhill has applied via a job board posting; basic information is collected and passed to the Front Office Staffing solution. Once basic qualifications are met Sally is introduced to the OnBoarding process. Here Sally will be asked to view information, complete forms, answer questions and questionnaires, and sign documents in preparation for beginning work.

The Recruiter is able to record additional information obtained by their communication with Sally and tries to create a match between their Clients and available opportunities. At which time the recruiter may trigger an additional OnBoarding process specific to the Clients needs and the candidate may be required to complete customer specific forms.

Once Sally is presented and selected to a Client then OnBoarding/Front Office System packages that information, usually at minimum enough so as to identify uniquely the New Hire and the position he is

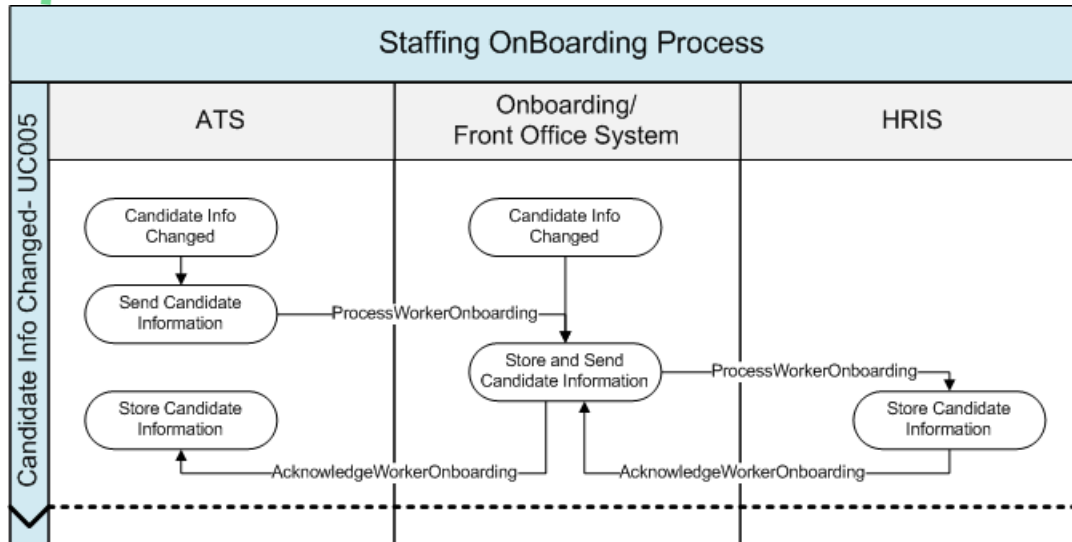
filling, and makes the information available to a downstream system primarily to facilitate payroll and billing.

#### **Technical Narrative.**

1. The candidate completes required data entry in the ATS.
2. The ATS initiates a trigger to the onboarding/Front Office System by passing a ProcessWorkerOnBoarding message with the onboarding information.
3. Additional information is collected in order to offer contingent employment.
4. The ATS initiates the onboarding/Front Office System process to internal employees and/or the candidate to complete additional tasks.
5. The Onboarding/Front Office System acknowledges receipt by returning an AcknowledgeWorkerOnBoarding message that and validates tasks are complete. Once completion is confirmed an extract of onboarding information is made available. The acknowledgement includes an identifier to the record created in the Onboarding/Front Office System.
6. The Onboarding/Front Office System makes onboarding extract available to HRIS by passing a ProcessWorkerOnBoarding message, typically after the candidate has been placed on the payroll.
7. HRIS collects onboarding extract, processes and acknowledges receipt of extract by returning an AcknowledgeWorkerOnBoarding message to the Onboarding/Front Office System. The acknowledgement includes an identifier to the record in the HRIS (often an employee identifier).

#### **Candidate Information Changes - UC005**

**Summary.** This use case articulates the exchange of information from ATS to OnBoarding/Front Office System for Candidate information that is modified by the Candidate after the initial creation. The OnBoarding/Front Office System determines if the information modified should trigger an update of the HRIS based on the type of candidate information updated and if the candidate information has already been passed to the HRIS.



**Business Narrative.** Sally Underhill has already applied to the Staffing firm but now has modified their information that is available via the ATS. Candidate information may also be updated by the Recruiter in the OnBoarding/Front Office System as well.

If the update is made by Sally in the ATS the ATS will package it and send it to the OnBoarding/Front Office System and then onto HRIS if the information that Sally updated is relevant to the HRIS.

If the update is made by the Recruiter in the OnBoarding/Front Office System the OnBoarding/Front Office System will package it and send it to the ATS and HRIS if the information that Recruiter updated is relevant to the HRIS.

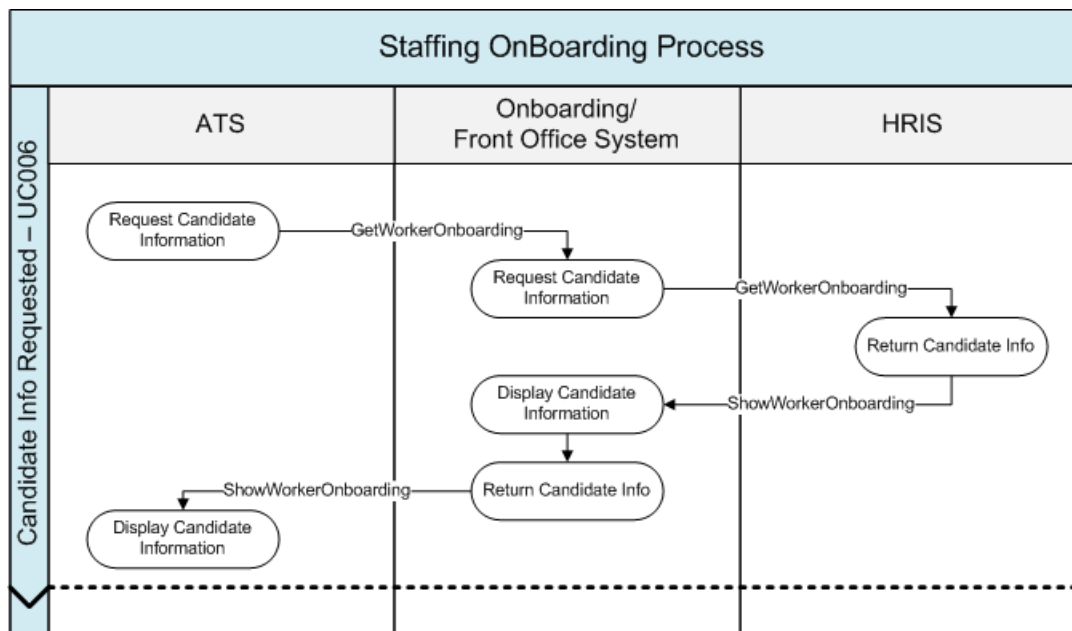
**Technical Narrative.**

1. Updated on-boarding information can be sent using the snapshot approach or incremental approach. In snapshot approach, the sender sends the current "snapshot" of the full WorkerOnBoarding entity as it exists at the moment. In the incremental approach, the sender sends only the elements that have changed. This is also known as "delta" approach. While snapshot approach is easier to implement, the messages are larger in size and require more processing time. For more information see Approaches for Create, Update, and Delete Operations.
2. Candidate modifies information available in ATS or information is modified by internal employees in the Onboarding/Front Office System.
3. If generated from the ATS, the ATS sends a ProcessWorkerOnBoarding message to the Onboarding/Front Office system that includes a reference to the record that needs to be updated (often using an employee identifier). The Onboarding/Front Office System acknowledges receipt by returning an AcknowledgeWorkerOnBoarding message.
4. The Onboarding/Front Office System compiles information and makes it available to HRIS by calling a ProcessWorkerOnBoarding and including a reference to the record that needs to be updated (often using an employee identifier).

5. HRIS collects onboarding extract, processes and acknowledges receipt of extract by returning an AcknowledgeWorkerOnBoarding message.

### ATS Retrieves Candidate Information - UC006

**Summary.** This use case articulates the exchange of data and acknowledgement of the transaction. This is initially critical in the creation process to establish a foreign key that can be leveraged for synchronization and processing of future updates across the systems.



**Business Narrative.** The ATS, OnBoarding/Front Office System sends a record/update to the HRIS or to each other that requests a confirmation of the transaction be provided that includes the insert of a system key that can be leveraged to synchronize the data between the systems. A popular Example (.xml) is the return of an "employee id", a key used in many systems to uniquely identify a unique record.

### Technical Narrative.

1. ATS/OnBoarding calls the Onboarding/Front Office System and passes a GetWorkerOnBoarding message, which includes a reference to the record requested, such as an employee identifier.
2. Onboarding/Front Office System calls the HRIS and passes a GetWorkerOnBoarding message, which includes a reference to the record requested, such as an employee identifier.
3. HRIS processes the message and responds with a ShowWorkerOnBoarding message containing all of the relevant information available in the HRIS about the WorkerOnBoarding.
4. The Onboarding/Front Office System processes the message and responds with a ShowWorkerOnBoarding message containing all of the relevant information available in the HRIS and Onboarding/Front Office System about the WorkerOnBoarding.

## Internal Worker OnBoarding

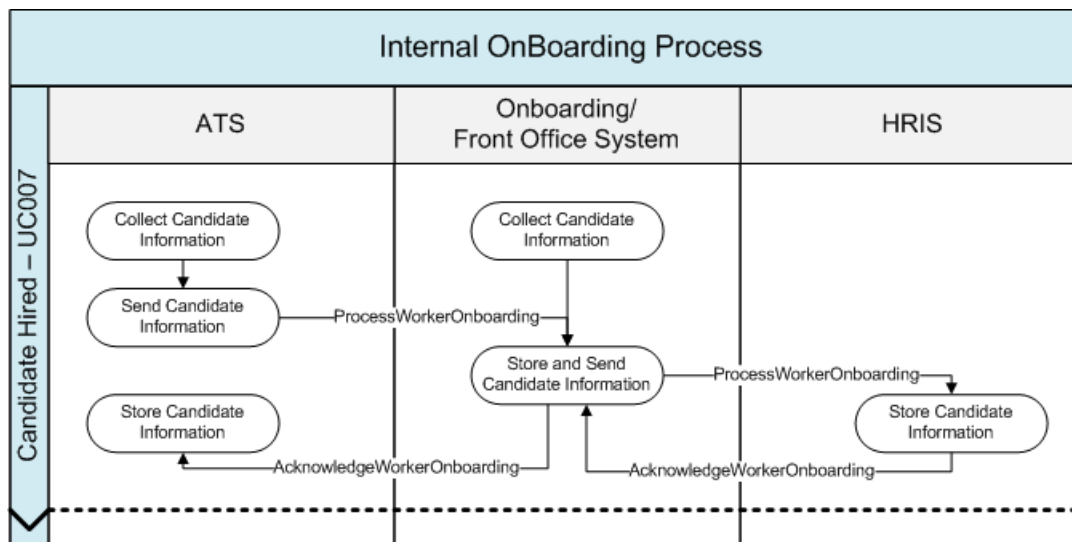
### Supported Processes

This section provides information useful for the implementation of OnBoarding in a internal environment.

Review the Internal Onboarding Business Rules (.xls) to determine which elements/attributes are required or best practice for each Internal Onboarding transaction.

#### Candidate is Hired - UC007

**Summary.** This use case articulates the initial exchange of information from ATS or Onboarding system to HRIS regarding an OnBoarding engagement for a hire originating within a company or organization (i.e., internal mobility).



**Business Narrative.** Frederik has been working as an accountant for many years and has applied for a more senior position. Frederik was selected as the finalist for the position and will be introduced to the OnBoarding process shortly.

Frederik is introduced to the OnBoarding process. Frederik remembers the OnBoarding process when he was first hired as an accountant (Use Case Two) and recalls the many steps he completed at the time. Since Frederik had already completed much of the prerequisite documentation as part of the first OnBoarding engagement the tasks he must complete for this new position are lessened.

Meanwhile, current employees are also preparing for Frederik and are busy completing work orders, arranging his future surroundings, and also completing forms. Once their work is complete the OnBoarding engagement is at its end.

Now that we have concluded the OnBoarding engagement there is one last thing that will be done. An extract of the information collected during the OnBoarding process, including data that may have been

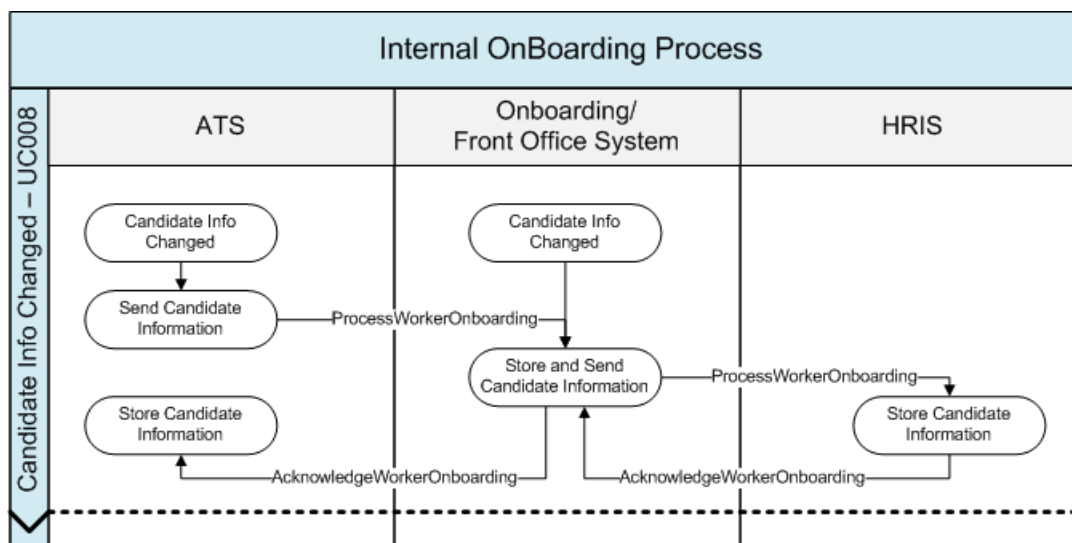
collected in online forms, will be packaged and sent to the HRIS for processing. When the HRIS receives this data it then completes the process of creating (or updating) a new employee record within its systems and those that rely on it downstream.

#### Technical Narrative.

1. The candidate completes required data entry in the ATS.
2. The ATS initiates a trigger to the onboarding/Front Office System by passing a ProcessWorkerOnBoarding message with the onboarding information.
3. The ATS initiates the onboarding/Front Office System process to internal employees and/or the candidate to complete additional tasks.
4. The Onboarding/Front Office System acknowledges receipt by returning an AcknowledgeWorkerOnBoarding message that and validates tasks are complete. Once completion is confirmed an extract of onboarding information is made available. The acknowledgement includes an identifier to the record created in the Onboarding/Front Office System.
5. The Onboarding/Front Office System makes onboarding extract available to HRIS by passing a ProcessWorkerOnBoarding message, typically after the candidate has been placed on the payroll.
6. HRIS collects onboarding extract, processes and acknowledges receipt of extract by returning an AcknowledgeWorkerOnBoarding message to the Onboarding/Front Office System. The acknowledgement includes an identifier to the record in the HRIS (often an employee identifier).

#### Candidate Information Changes - UC008

**Summary.** This use case details the exchange of information as part of an update from ATS or Onboarding system to HRIS required to complete an OnBoarding engagement for a hire originating within a company or organization (i.e., internal mobility).





**Business Narrative.** Frederik has started the OnBoarding process (Use Case Seven) as an internal employee accepting a new position within his company. While completing the steps as part of the Onboarding process for his new position, Frederik realizes he has changes to the original information he provided specific to this new assignment as well as a change to his expected transfer date.

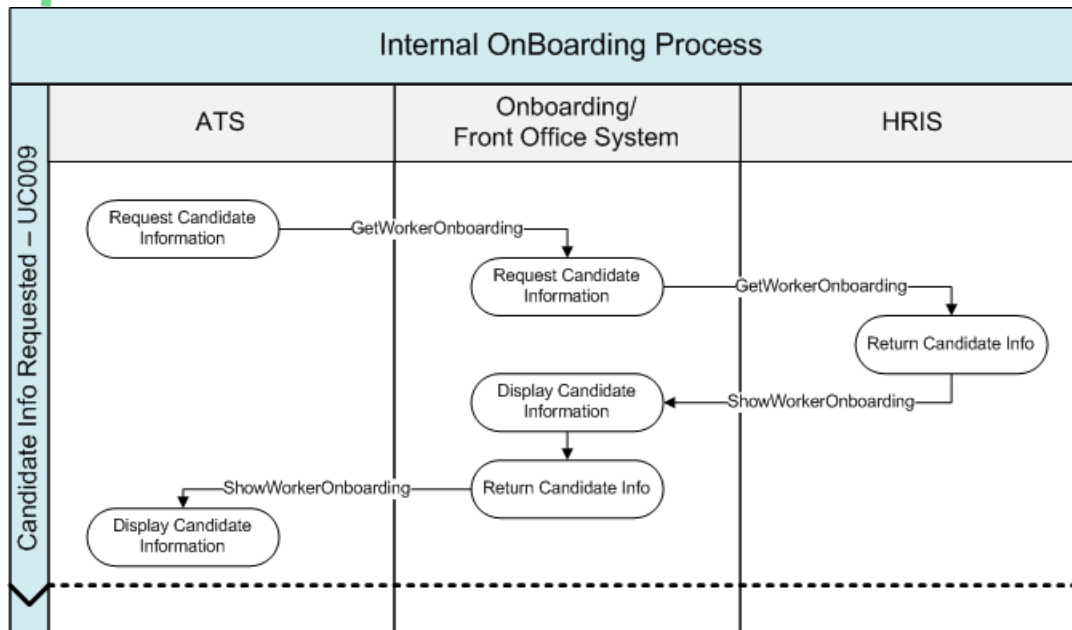
Frederik makes the changes to his online forms with the ATS. Other employees negotiate a new agreed upon start date and update the Onboarding system. An updated extract of the information collected during the OnBoarding process, including data that may have been collected in online forms, will be packaged and sent to the HRIS for processing. When the HRIS receives this data it then completes the process of updating the employee record within its systems and those that rely on it downstream.

**Technical Narrative.**

1. Updated on-boarding information can be sent using the snapshot approach or incremental approach. In snapshot approach, the sender sends the current "snapshot" of the full WorkerOnBoarding entity as it exists at the moment. In the incremental approach, the sender sends only the elements that have changed. This is also known as "delta" approach. While snapshot approach is easier to implement, the messages are larger in size and require more processing time. For more information see Approaches for Create, Update, and Delete Operations.
2. Candidate modifies information available in ATS or information is modified by internal employees in the Onboarding/Front Office System.
3. If generated from the ATS, the ATS sends a ProcessWorkerOnBoarding message to the Onboarding/Front Office system that includes a reference to the record that needs to be updated (often using an employee identifier). The Onboarding/Front Office System acknowledges receipt by returning an AcknowledgeWorkerOnBoarding message.
4. The Onboarding/Front Office System compiles information and makes it available to HRIS by calling a ProcessWorkerOnBoarding and including a reference to the record that needs to be updated (often using an employee identifier).
5. HRIS collects onboarding extract, processes and acknowledges receipt of extract by returning an AcknowledgeWorkerOnBoarding message.

**ATS Retrieves Candidate Information - UC009**

**Summary.** This use case articulates the request of information by ATS or Onboarding system from HRIS regarding an OnBoarding engagement for a hire originating within a company or organization (i.e., internal mobility).



**Business Narrative.** Frederik has accepted a new position within his company and has completed the initial onboarding process (Use Case Seven). In order to generate an Offer Package for the new position, the Onboarding system requires additional information about the employee from the HRIS.

A request is made by the OnBoarding system (or ATS) to the HRIS for the information. The HRIS generates an extract of the requested information, which is packaged and sent to the OnBoarding system for processing. When the OnBoarding system (or ATS) receives this data it then completes the process of showing the employee information to the candidate or uses the information to complete the offer package or other steps required for the onboarding process.

**Technical Narrative.**

1. ATS/OnBoarding calls the Onboarding/Front Office System and passes a GetWorkerOnBoarding message, which includes a reference to the record requested, such as an employee identifier.
2. Onboarding/Front Office System calls the HRIS and passes a GetWorkerOnBoarding message, which includes a reference to the record requested, such as an employee identifier.
3. HRIS processes the message and responds with a ShowWorkerOnBoarding message containing all of the relevant information available in the HRIS about the WorkerOnBoarding.
4. The Onboarding/Front Office System processes the message and responds with a ShowWorkerOnBoarding message containing all of the relevant information available in the HRIS and Onboarding/Front Office System about the WorkerOnBoarding.

## Appendix A: Examples

Examples for each of these components can be found in the Instances folder.

*UC001\_ProcessWorkerOnBoarding Example (.xml)*

*UC001\_AcknowledgeWorkerOnBoarding Example (.xml)*

*UC002\_ProcessWorkerOnBoarding Snapshot Example (.xml)*

*UC002\_ProcessWorkerOnBoarding Incremental Example (.xml)*

*UC002\_AcknowledgeWorkerOnBoarding Example (.xml)*

*UC003\_GetWorkerOnBoarding Example (.xml)*

*UC003\_ShowWorkerOnBoarding Example (.xml)*

*UC004\_ProcessWorkerOnBoarding Example (.xml)*

*UC004\_AcknowledgeWorkerOnBoarding Example (.xml)*

*UC005\_ProcessWorkerOnBoarding Snapshot Example (.xml)*

*UC005\_ProcessWorkerOnBoarding Incremental Example (.xml)*

*UC005\_AcknowledgeWorkerOnBoarding Example (.xml)*

*UC006\_GetWorkerOnBoarding Example (.xml)*

*UC006\_ShowWorkerOnBoarding Example (.xml)*

*UC007\_ProcessWorkerOnBoarding Example (.xml)*

*UC007\_AcknowledgeWorkerOnBoarding Example (.xml)*

*UC008\_ProcessWorkerOnBoarding Incremental Example (.xml)*

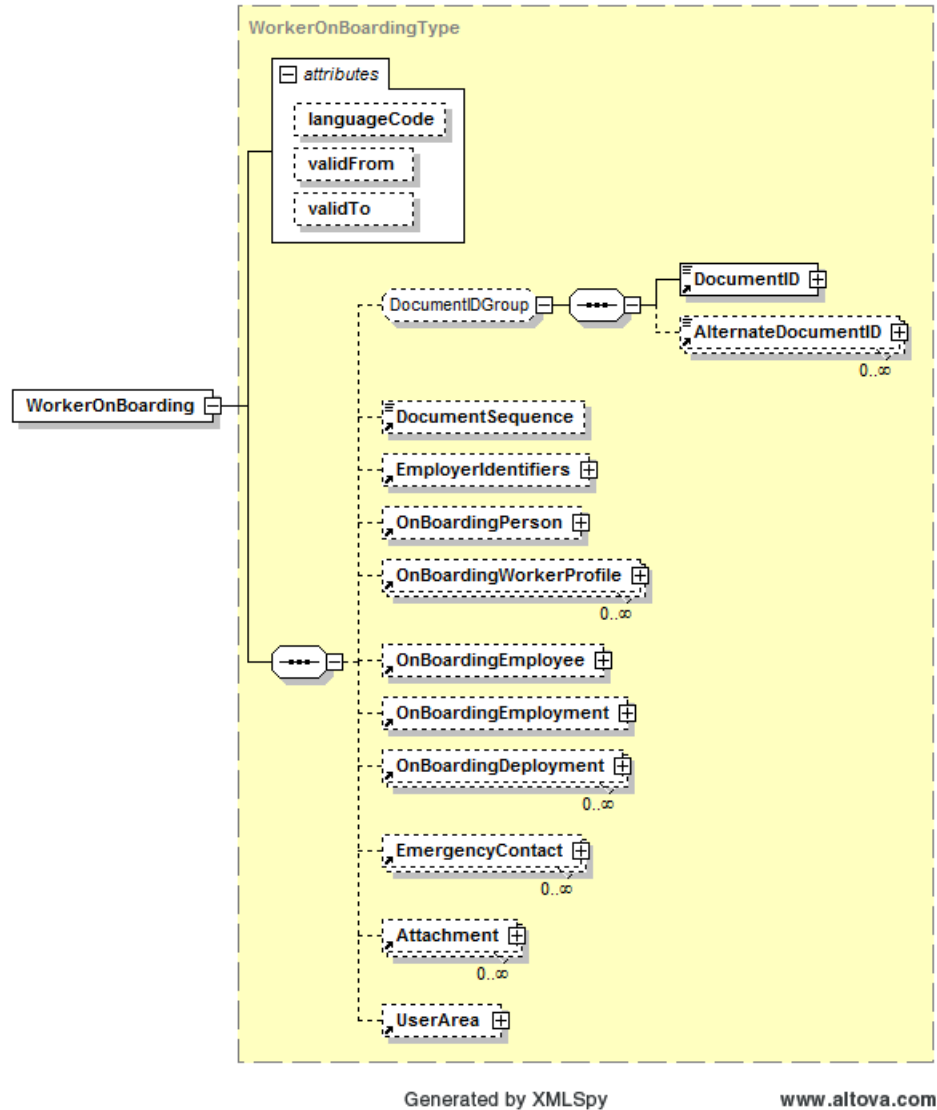
*UC008\_ProcessWorkerOnBoarding Snapshot Example (.xml)*

*UC008\_AcknowledgeWorkerOnBoarding Example (.xml)*

*UC009\_GetWorkerOnBoarding Example (.xml)*

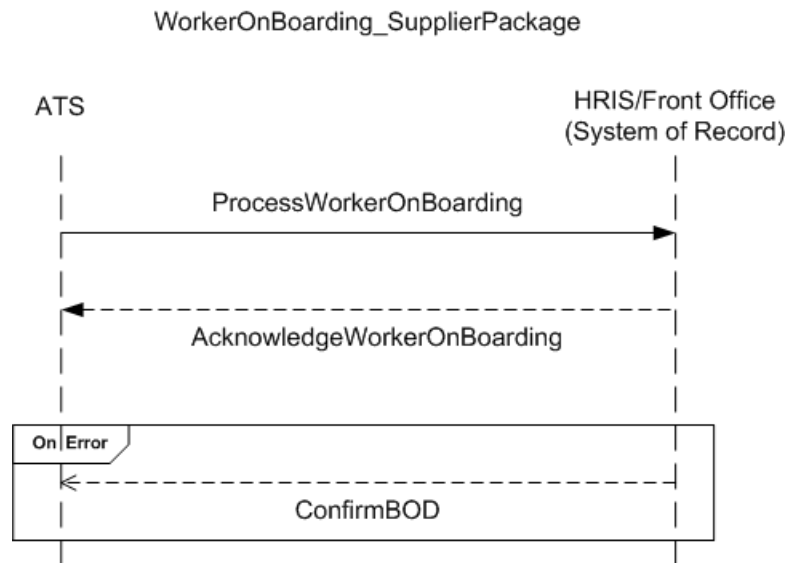
*UC009\_ShowWorkerOnBoarding Example (.xml)*

## Appendix B: Noun Layouts



## Appendix C: Business Object Document Diagrams

A service that an applicant tracking system or other onboarding source would host to process WorkerOnBoarding data.



A service that an applicant tracking system or other onboarding source would host to handle "read" requests for WorkerOnBoarding data.

