General

Interface Requirements Specification

# Standard International Management

# Bunkhouse Management

# Contact Information

## Customer Contact

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| --- | --- | --- |
| **Name** | **Tel** | **Email** |
| Elissa Frye | [(646) 284-5240](callto:(646)284-5240) | efrye@standardhotels.com |

## Integration Contact

|  |  |  |
| --- | --- | --- |
| **Name** | **Tel** | **Email** |
| Julie Reardon | (978) 995-3832 | jreardon@tekpartners.com |

# Customer Confirmation

General

1. **Vendor Name:**UniFocus
2. **Confirm Group or Plan Number:**

N/A

1. **Will you have employees that are active in multiple component companies?**

☒ No ☐ Yes

1. **Are there any Employee Types, Pay Groups, Org Levels, etc. that need to be excluded?**

☐ No ☒ Yes

From Standard, exclude Pay Group STDSIM. All others, include.

From Bunkhouse, no exclusions

1. **Which Employees would you like to include on this export?**☐ Employees Active on Applicable Deduction Code

☐ Active Only Employees

☐ All Employees with YTD Earnings

☒ Other: All active employees and all terminated employees in prior 6 mo period

Additional Information: Employees may have multiple jobs. Employees should have one record reported for each active job (EejJobIsInActive = ‘N’)

1. **When did you start coverage with this provider:**N/A
2. **Confirm the applicable UltiPro Deduction Codes for each that apply:**

**UltiPro Deduction Code**

N/A

# Mapping/Notes to Developer

File format – CSV

Changes vs full – Full

Header row needed? – Yes, for readability; ignored by interface

Term logic – All employees terminated in the last 6 months