



Office of Financial Management

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eTime Data Interface Description

Position Cost Distribution

Position Cost Distribution

Document History

| Change # | Date | Section | Description |
|----------|----------|---------|--|
| | 2/8/2019 | All | Replace WaTech references to OFM. Replace Service Level Agreements to Interagency Agreement. |

Background

EmpCenter is a Software as a Solution application hosted in the cloud by WorkForce Software. EmpCenter is a time and leave application that collects employee time data, calculates and maintains leave balances, records leave requests and approvals. This application also supports FMLA and military leave rules via the Absence Compliance Tracking (ACT) component. WaTech offers integration of HRMS and AFRS data with EmpCenter on behalf of State Agencies under Interagency Agreements.

Purpose of the document

This document provides an overview of the position cost distribution interface, the data it contains, and describes OFM's responsibility in delivering this interface to EmpCenter. The behaviors, run schedule and activities provided by the EmpCenter application in consuming this data is not in the scope of this document. The individual agency product owner may request changes to this interface as outlined in the Interagency Agreement (IAA).

Overview

This is an outbound interface from HRMS to EmpCenter via the OFM Integration Layer. This interface contains the current snapshot of position cost distribution master index (MI) data and percentages from HRMS as of the run date. Only the agencies and organization(s) identified in HRMS for EmpCenter are included in this .csv file. The file is placed on the EmpCenter hosted Secure File Transfer (SFT) site. The data is used for business rules, validations, edits and reports within EmpCenter.

This interface is optional; to be used only as required to meet agency business requirements.

Frequency

Data Transmission: This process runs prior to 11:59 pm (PST), Monday through Friday, and is placed on the WorkForce Secure File Transfer (SFT). OFM validates the prior night's process ran successfully on Monday through Friday excluding holidays

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Data Classification

The classification for the data presented in this interface is Category 1.

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Appendix A – Mapping

This data is provided in a .csv format.

| HRMS Infotype or table | Field | Field Description | Data Type | Any filter/ rules on this field | Target Field Name |
|------------------------|-------|----------------------|--------------|--|-------------------|
| PA0001 | PLANS | Position | NVARCHAR(80) | | Position ID |
| | | | | Equiv. to AFRS Agency + Master Index a. Chars 1-3 Three char AFRS Agency code b. Chars 4-11 Eight char AFRS Master Index code c. Chars 12-12 Not Used Zero fill | |
| HRT1018 | KSTRG | Cost Object | NVARCHAR(80) | | Cost Object |
| HRT1018 | KSTRG | Cost Object | NVARCHAR(80) | Sub string 4 -11 | MI |
| HRT1018 | PROZT | Weighting Percentage | DEC(3.2) | | Percentage |
| HRP1018 | BEGDA | Start Date | DATETIME | | EFF_DT |
| HRP1018 | ENDDA | End Date | DATETIME | | END_EFF_DT |

Note: the required header on the target file is simply the titles in the column “Target Field Name” below. EmpCenter is case-sensitive to the header record.