

# PY-GB Model Company Great Britain



HELP.PYGBMC

**Release 4.6B**



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## Icons

Icon	Meaning
	Caution
	Example
	Note
	Recommendation
	Syntax
	Tip

## Contents

<b>PY-GB Model Company Great Britain .....</b>	<b>6</b>
<b>Corporate Structure.....</b>	<b>7</b>
<b>Technical Details .....</b>	<b>8</b>
<b>Company Code .....</b>	<b>9</b>
Technical Details .....	10
<b>Personnel Area .....</b>	<b>11</b>
Technical Details .....	12
<b>Personnel Subarea .....</b>	<b>13</b>
Technical Details .....	14
<b>Employee Group .....</b>	<b>15</b>
Technical Details .....	16
<b>Employee Subgroup.....</b>	<b>17</b>
Technical Details .....	19
<b>Master Data .....</b>	<b>21</b>
<b>Hiring Event/Personal Details.....</b>	<b>22</b>
Technical Details .....	23
<b>Other Aspects of Customizing .....</b>	<b>25</b>
Technical Details .....	27
<b>Time Management .....</b>	<b>32</b>
<b>Work Scheduling .....</b>	<b>33</b>
Example.....	36
Variant S.....	38
Technical Details .....	40
<b>Sickness: SSP/SMP.....</b>	<b>46</b>
Payable SSP/SMP.....	47
Example: Customizing SSP/SMP .....	48
<b>Qualifying Day Patterns for SSP .....</b>	<b>51</b>
<b>OSP Sickness.....</b>	<b>52</b>
<b>Time Recording.....</b>	<b>53</b>
Technical Details .....	55
Absence Counting .....	68
Technical Details .....	69
Absence Valuation.....	70
Absence Quotas .....	71
<b>Overtime .....</b>	<b>72</b>
Example.....	73
Overtime at Formula Rate .....	76
<b>Payroll .....</b>	<b>77</b>
<b>Pay Structure .....</b>	<b>78</b>
Technical Details .....	80
<b>Wage Types.....</b>	<b>90</b>
Naming Conventions .....	91
Valuation Bases.....	92
Processing Classes .....	93
Cumulations.....	100

Evaluation Classes .....	101
<b>Model Wage Types .....</b>	<b>105</b>

## **PY-GB Model Company Great Britain**

## Corporate Structure

### Definition

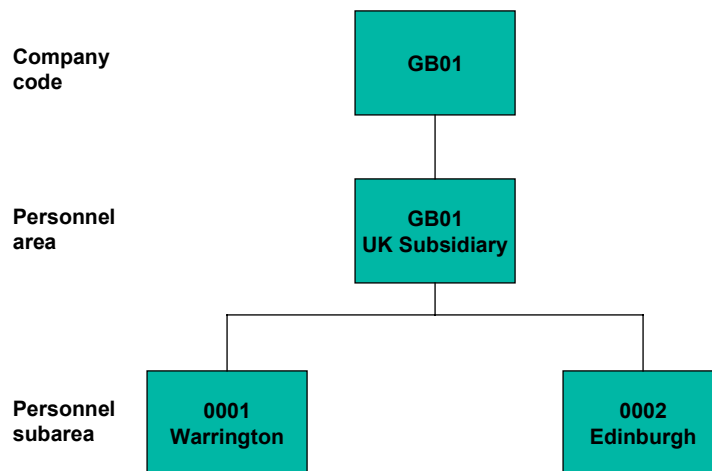
The organization of a company can be depicted in various ways. In the R/3 System, the organizational structure – rather than the organizational plan, for example, which represents functional areas and hierarchical relationships – is used for the purposes of personnel administration. This is also the structure that is required for payroll implementation.

### Use

In the area of master data, a company's structure is represented by the company code, personnel areas, and personnel subareas. If necessary, you can use the component *Personnel Planning and Development* to represent this structure at an even finer level of detail. However, this is not the case with the GB Model Company.

### Structure

The GB Model Company is treated as one personnel area, subdivided into two personnel subareas. In effect, this company has no subsidiaries (in practice it is itself a subsidiary), but has two distinct geographical locations, Warrington (North West England) and Edinburgh (Scotland). These two regions have different holiday calendars, and civil and criminal legal systems. However, the same tax laws and business practices are in place in all parts of the country.



## Technical Details

## Technical Details

### Country Structure

Country ISO code	08
Country modifier (MOLGA)	08

### System Settings

MOL	08
UGR	08
LND	08
Master data development class	PB08
Payroll development class	PC08
Payroll cluster	GB

## Company Code

### Definition

The company code is defined in Accounting. It represents a legally independent firm with its own independent accounting. It is at this level that the company's annual accounts (statutory balance sheet and profit and loss statement) are created. Within the client, the company code constitutes the highest level of the company structure.

The company code is identified by a four-character alphanumeric code. The code for the GB Model Company is GB01.

## Technical Details

## Technical Details

**Enterprise structure (V\_T001)**

IMG step: *Enterprise Structure* → *Definition* → *Financial Accounting* → *Define, Copy, Delete, Check Company Code*

Company code	GB01
Company name	Country Template GB
City	London
Country	GB
Currency	GBP
Language	EN

## Personnel Area

### Definition

A personnel area is a specific unit for personnel administration, and constitutes a subunit of the company code. The individual personnel areas of a company code are identified by a four-character alphanumeric code.

### Use

The personnel area has the following functions:

- Allows you to generate default values for data entry, for example for the payroll area
- Serves as a selection criterion for reporting
- Forms a unit for authorization checks

## Technical Details

**Technical Details****Personnel Areas (T500P)**

IMG step: *Enterprise Structure → Definition → Human Resources → Personnel Areas*

Personnel area	GB01
Personnel area text	UK Subsidiary
Street and house no.	7 New Square
Postal code	KTXX XXX
City	Feltham
Country key	GB
Region	LO

**Assign Personnel Area to Company Code (V\_T500P)**

IMG step: *Enterprise Structure → Assignment → Human Resources → Assign Personnel Area to Company Code*

Pers. area	GB01
Personnel area text	UK Subsidiary
Company code	GB01
Company name	Country Template GB
Cntry grpg	08

## Personnel Subarea

### Definition

A personnel subarea represents a subunit of the personnel area. It is at this level that the organizational control of pay scale structures, wage type structures, and work schedules occurs. A personnel subarea is identified by a four-character alphanumeric code.

### Use

The personnel subarea has the following functions:

- Determines the country grouping; relevant for master data entry, and setting up and processing wage types and pay scale groups in payroll
- Determines groupings for Time Management; work schedules etc. can be set up according to the personnel subarea
- Generates default values for the pay scale type and area in an employee's basic pay
- Determines the holiday calendar

### Structure

The GB Model Company has two personnel subareas:

- 001 – Warrington
- 002 – Edinburgh

## Technical Details

**Technical Details****Personnel Subarea (T001P)**

IMG step: *Enterprise structure* → *Definition* → *Personnel Subareas*

<b>Personnel area</b>	GB01	GB01
<b>Personnel subarea</b>	001	002
<b>Personnel subarea text</b>	Warrington	Edinburgh

## Employee Group

### Definition

Employees are divided within a company into employee groups. This is a fairly high-level division which defines the relationship employees have to the company on the basis of their working status. For example, common employee groups in personnel administration would be active employees, retirees/pensioners, early retirees.

### Use

In the GB Model Company, employees are divided into the following employee groups:

- 1 – active employee
- 2 – retiree/pensioner
- 3 – early retiree
- 9 – external employee

## Technical Details

## Technical Details

### Employee Groups (T501)

IMG step: *Enterprise Structure* → *Definition* → *Human Resources* → *Employee Groups*

<b>Employee group</b>	1	2	3	9
<b>Name of employee grp</b>	Active employee	Retiree/ pensioner	Early retiree	External employee

## Employee Subgroup

### Definition

An employee subgroup is a further subdivision of the employee group. Within the active workforce, the employee group can be subdivided into subgroups based on how and when the employees get paid. The main difference here is that salaried workers have a set salary, whereas wage-earners are paid for the work they perform; they are either paid for the time they work, ie. per hour, or for some other unit, such as piece work.

Employee subgroups are grouped further for the purposes of the following:

- Payroll calculation rule
- Primary wage types
- Collective agreement provision
- Work schedule
- Time quota
- Appraisal
- Employment status

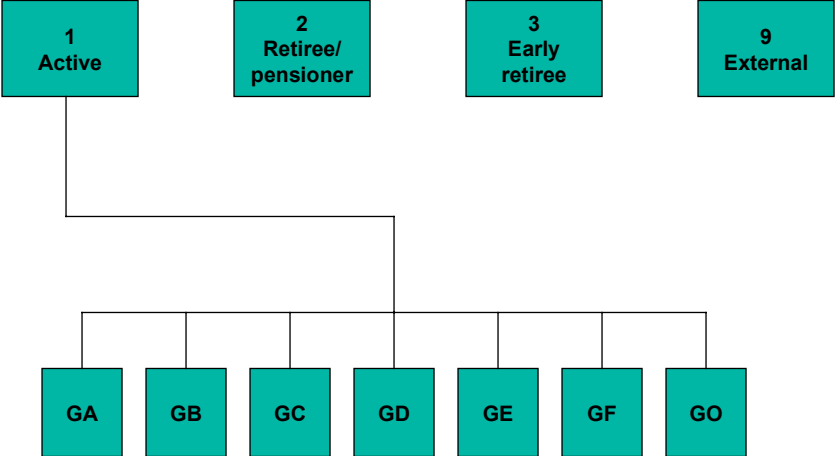
### Use

The employee subgroups in the GB Model Company are as follows:

- Weekly waged
- 4 weekly waged
- Salaried staff
- Pay scale salaried
- 2 weekly waged
- 4 weekly non-hourly
- Sales personnel

Employee Subgroup

Structure



## Technical Details

### Employee Subgroups (T503K)

IMG step: *Enterprise Structure → Definition → Human Resources → Employee Subgroups*

Employee subgroup	Name of ES
GA	Weekly waged
GB	4 weekly waged
GC	Salaried staff
GD	Pay scale salaried
GE	2 weekly waged
GF	4 weekly non-hourly
GO	Sales personnel

### Assign Employee Subgroup to Employee Group (V\_T503Z)

IMG step: *Enterprise Structure → Assignment → Human Resources → Assign Employee Subgroup to Employee Group*

1	Active employee	GA	Weekly waged
1	Active employee	GB	4 weekly waged
1	Active employee	GC	Salaried staff
1	Active employee	GD	Pay scale salaried
1	Active employee	GE	2 weekly waged
1	Active employee	GF	4 weekly non-hourly
1	Active employee	GO	Sales personnel

### Employee Group/Subgroup (T503)

<b>Employee group</b>	1	1	1	1	1	1	1
<b>Name of EG</b>	Active employee	Active employee	Active employee	Active employee	Active employee	Active employee	Active employee
<b>Employee subgroup</b>	GA	GB	GC	GD	GE	GF	GO
<b>Name of ES</b>	Weekly waged	4 weekly waged	Salaried staff	Pay scale salaried	2 weekly waged	4 weekly non-hourly	Sales personnel

## Technical Details

<b>Activity status</b>	1	1	1	1	1	1	1
<b>Employment status</b>	1	1	2	2	1	2	2
<b>Training status</b>	2	2	2	2	2	2	2
<b>Employee category</b>	A	A	1	1	A	1	1
<b>ES grouping for personnel calculation rule</b>	1	1	3	3	1	3	3
<b>ES grouping for collective agreement provision</b>	1	4	3	2	5	6	3
<b>ES grouping for primary wage types</b>	1	1	3	3	1	2	3
<b>ES grouping for appraisal</b>	1	1	1	1	1	1	1
<b>ES grouping for time quota types</b>	1	1	1	1	1	1	1
<b>ES grouping for work schedules</b>	1	1	2	2	1	2	2

## Master Data

---

**Hiring Event/Personal Details**

## Hiring Event/Personal Details

### Purpose

Each personnel number is assigned uniquely within the corporate structure. This means that each personnel number is assigned to a company code, personnel area, personnel subarea, and employee group and subgroup. The process of positioning an employee within the company's structure is facilitated for you by the *Hiring* event. This stores the relevant data on the employee in the *Organizational Assignment* (001) infotype.

### Process Flow

The British hiring event takes you through a series of infotypes, enabling you to maintain the necessary details on the employee:

1. Personal Data
2. Organizational Assignment
3. Addresses
4. Planned Working Time
5. Basic Pay
6. Leave Entitlement
7. Bank Details
8. Tax Data GB
9. National Insurance GB

## Technical Details

### Tables/Views in this Area

**V\_T588C** User group dependency on menus and infogroups

Menu type 'I': Infotype menus

Menu type 'S': Dialog windows

Menu type 'G': Infogroup

Menu type 'M': Events menu

**V\_T588B** Infotype menus

**V\_588B\_S** Dialog windows – choose infotype menus

**V\_T588D** Infogroup

**V\_588B\_M** Events menu

Menu type 'M': Events menu

### Infogroup for Events, T588D

#### 10: Hiring

##### Sequence:

1. 02 *Personal Data*
2. 01 *Organizational Assignment*
3. 06 *Addresses*
4. 07 *Planned Working Time*
5. 08 *Basic Pay*
6. 05 *Leave Entitlement*
7. 09 *Bank Details*
8. 65 *Tax Data GB*
9. 69 *National Ins. GB*

### Infotype 002, Personal Data

Including IT0002 in InfoGroup 10 for Hiring Event, User Group 08

Including MOLGA=08, &P0002=08 in Feature P0002

Including one entry in table T588M as below:

Module pool	Standard screen	Variable key	Alt. screen	Next screen
MP000200	2000	08	2008	0

**Technical Details****Infotype 001, Organizational Assignment**

Including IT0001 in InfoGroup 10 for Hiring Event, User Group 08

**Infotype 006, Addresses**

Including IT0006 in InfoGroup 10 for Hiring Event, User Group 08

Including MOLGA=08, &P0002=08 in Feature P0006

Including one entry in table T588M as below:

Module pool	Standard screen	Variable key	Alt. screen	Next screen
MP000600	2000	08	2008	0

**Infotype 007, Work Schedule**

Including IT0007 in InfoGroup 10 for Hiring Event, User Group 08

**Infotype 008, Basic Pay**

Including IT0008 in InfoGroup 10 for Hiring Event, User Group 08

**Infotype 009, Bank Details**

Including IT0009 in InfoGroup 10 for Hiring Event, User Group 08

Including MOLGA=08, &P0009=08 in Feature P0009

Including one entry in table T588M as below:

Module pool	Standard screen	Variable key	Alt. screen	Next screen
MP000900	2000	08	2008	0

**Infotype 065, Tax Data GB**

Including IT0065 in InfoGroup 10 for Hiring Event, User Group 08

**Infotype 069, National Insurance GB**

Including IT0069 in InfoGroup 10 for Hiring Event, User Group 08

## Other Aspects of Customizing

### Technical Settings for Model Company

Certain entries need to be made to run a payroll specifically for Great Britain. These are listed in this section, but there should be no need to alter them.

#### Technical Implementation

- Table T005 Country Global Parameters
- Molga (country grouping) = 08
- ISO Code = GB

The following should be set in the user's parameters:

- MOL
- UGR
- LND

The following tables contain entries necessary for the Model Company:

- T500W – Currency country assignment
- T508Z – Time units per period
- T511K – Payroll constants
- T511P – International payroll constants
- THOC – Public holiday calendar
- TFAC – Factory calendar
- T500L – Country version
- T520 – Cash list

#### Defaults

When a person is hired in the Model Company, some of the settings are known from his or her organizational assignment. For example, it is probably known what his or her work schedule will be and which basic pay he or she will receive. To save time, these values can be entered automatically into the system, but can be changed afterwards, if necessary.

#### Model Company Entries

- Default Payroll Area: Feature ABKRS
- Default Payment Method: Feature ZLSCH
- Default Work Schedule: Feature SCHKZ
- Default Wage Type: Feature LGMST which gives a wage type model in table T539A
- Default Pay Scale Type and Area: Feature TARIF or taken from T001P

---

**Other Aspects of Customizing****Subgroup Groupings**

Employees can be grouped according to the particular characteristics they have. For example, they are treated the same for absence counting or for default values in the system dialog screens. Table T503 defines the subgroup groupings. For an example of a subgroup grouping for the daily work schedule, see [Work Scheduling \[Page 33\]](#).

## Technical Details

### General Tables

Table	Data element	Description
T005*		Country ID
TCUR*		Currency IDR
THO*, TFA*		Holiday calendar ID
T001	bukrs GB01	Company codes
T042Z	land1 GB	Payment methods

### General HR Tables

Table	Data element	Description
T001P	werks GB01	Personnel subareas
T500C	land1 GB	Currency country assignment
T500P	persa GB01	Personnel areas
T500W	land1 GB	Currency country assignment
T503	persk GA, GB, GC, GD, GE, GF, GO	Employee subgroups attributes
T503K, T	persk GA, GB, GC, GD, GE, GF, GO	Employee subgroups
T503Z	molga 08	Employee subgroups country assignment
T508A	mosid 08	Work schedules
T508Z	mosid 08	Assignment modifiers ws to daily ws
T510	molga 08	Pay scale groups and levels
T510A	molga 08	Pay scale types
T510G	molga 08	Pay scale area
T510H, 12K	molga 08	Payroll constants with time unit
T510I	molga 08	Standard working hours
T511	molga 08	Pay wage types
T511K, 12L	molga 08	Payroll constants
T511P, T	molga 08	International payroll constants
T512D	molga 08	Forms: line layout
T512E	molga 08	Forms: wage types
T512F	molga 08	Forms: windows

**Technical Details**

T512G	molga 08	Forms: supplementary group texts
T512N	molga 08	Forms: rules
T512P	molga 08	Forms: background
T512Q	molga 08	Forms: data in fixed positions
T512W, T	molga 08	Wage types
T512Z	molga 08	Permissibility wage type per infotype
T514D, V	molga 08	Forms: directory
T520S	molga 08	Text key for data carrier
T522N	molga 08	Name formats
T52D1, 8	molga 08	Processing classes
T52D2, 9	molga 08	Processing class values
T52D3, A	molga 08	Evaluation classes
T52D4, B	molga 08	Evaluation class values
T52D7	molga 08	Assignment wage types to wt groups
T533, T	moura 34	Leave types
T539A	molga 08	Default wage types for basic pay
T539J	molga 08	Base wage type valuation
T541A, T	molga 08	Grossup types
T541N	molga 08	Grossup wage types
T549A, T	abkrs G0, G1, G2, G3, G4	Payroll areas
T549S	molga 08	Payroll data types
T550A, S	motpr 08	Daily work schedules
T550P	motpr 08	Work break schedules
T550X	regva GB	Daily work schedule selection rules
T551A, S	motpr 08	Period work schedules
T551C	motpr 08	Period work schedule valuation
T554C	molga 08	Absence valuation
T554S, T	moabw 08	Absence types
T554X	urlkl 08	Attendance/absence counting
T556A, B	mozko 08	Absence type quotas
T569V	abkrs G0, G1, G2, G3, G4	Control record
T582A, S	GB-specific infotypes: 65, 69, 70, 71, 84, 85, 86, 88, 222, 225	Infotype properties

Technical Details

T582V	molga 08	Infotype views
T582W	GB-specific views: 280, 281	Infotype views
T588B	userg 08	Infotype menus
T588D	userg 08	Infogroups for events
T588G	GB-specific infotypes	Retroaction triggers
T5881	molga 08	Infotype header
T588Z	GB-specific infotypes: 66, 84, 85, 86, 88	Dynamic measures
T591A, S	GB-specific infotypes: 70, 71	Subtype characteristics
T591B	molga 08	Time constraint wage type per infotype
T5R05, 6	molga 08	Personal ID subtypes

**HR-GB Tables**

Table	Description
T5G01	Tax Rates
T5G02	Special Tax Code
T5G03	Tax Increase and Limit
T5G05	NIC Limits
T5G06	NIC Percentages
T5G08	NI Control Data Texts
T5G09	NI Categories (GB)
T5G0A	Employee Group/Subgroup
T5G10	Pension Fund
T5G15	Court Order Deductions
T5G16	Court Order Indicator
T5G1T	Pension Fund Texts
T5G20	SSP System Data (GB)
T5G21	SMP System Data
T5G22	SSP Qualifying Day Pattern
T5G23	Time Models for SSP Qualifying Day Patterns
T5G24	SSP Qualifying Day Pattern Calendars
T5G25	Occupational Sick Pay Schemes
T5G26	OSP-Related Data for SSP Offsetting

**Technical Details**

T5G27	SSP Rates Payable (GB)
T5G28	SMP Rates Payable
T5G2E	SSP/SMP Exclusion Reason Texts
T5G2F	SSP/SMP Exclusion Reasons
T5G2T	Text for Occupational Sick Pay Schemes
T5G30	Pension Schemes
T5G31	Pension Contribution Calculation Rules
T5G32	Pension Holidays
T5G33	Pension Contribution Calculation Rule Bands
T5G34	Pension Contribution Calculation Rule - Flat Rates
T5G35	Pension Contribution Calculation Rule - Percentages
T5G36	Pension Contribution Calculation Rule - Mix
T5G37	Pension Scheme Types
T5G3T	Pension Scheme Names
T5G4T	Text for Court Order Indicator
T5G50	Tax Districts
T5G51	Payroll Area PAYE Reference
T5G52	Tax District and Reference Details
T5G53	Permit Numbers
T5G54	End of Year Processing Stamp
T5G55	HR-GB: Default Tax Codes
T5G5T	Tax District Name
T5G61	Business Mileage Bands
T5G62	Payment of Petrol Costs (Based on Engine Size)
T5G63	Payments for Private Fuel (Basis: Car List Price)
T5G64	Unavailability Reasons
T5G6T	Unavailability Reasons Text
T5G70	Official Rates for Beneficial Loans

**Standard Features**

<b>Feature</b>	<b>Description</b>
ABKRS	Default payroll area
LGMST	Wage type model

MOLGA	Payroll existence
MASSN	Fast data entry dialog module
IVWID	Infotype view ID
ZLSCH	Default payment method
CSSCR	Screen type - country assignment
SCHKZ	Default shift indicator
CDCU1	Determine payroll directory
LVTYP	Leave types
LVNUM	Leave entitlement
UABEG	Start of deduction
UAEND	End of deduction
P0008	Screen control
P0014	Screen control

Time Management

## Time Management

## Work Scheduling

Work schedules provide the basis for all time management in a company. They are used to determine the working time for various groups of employees. The specific working times for employee groups and individual employees are contained in the monthly work schedule.

A work schedule is made up of the following elements:

- The daily work schedule specifies the scheduled working times for a particular day, including the various paid and unpaid breaks.
- The period work schedule contains a sequence of daily work schedules for as many workdays and days as you require. Workdays alternate with days off in each working time model (for example, Monday to Friday are working days, Saturday and Sunday are off). This pattern repeats itself after a certain period of time (such as one week), or in rotating shifts made up of a pattern of several weeks.
- Period work schedules are defined in detail by work schedule rules. They are also assigned to a public holiday calendar.
- Monthly work schedules are generated by the system by applying the work schedule rule to a calendar.
- Personal work schedules are created for individual employees when individual time data is included in a work schedule set up for several employees.

## Personnel Subarea Groupings for Work Schedules

Personnel subareas are grouped for the purposes of assigning work schedules. Personnel subareas for which the same work schedule rules are to apply are therefore assigned to the same group.

In a sense, the organizational groupings of employees into personnel area and subareas are regrouped to form a new grouping called PS grouping (personnel subarea grouping for work schedules), which are then assigned to the grouping for WS (personnel subarea grouping for daily work schedules).

## Employee Subgroup Groupings for Work Schedules

Work schedules can also be defined for employee subgroups. If work schedules for different groups of employees are subject to different rules, a subgroup grouping is required for each group. This involves grouping employee subgroups into employee subgroup groupings for the daily work schedule (ESG for WS). In the GB Model Company, these are as follows:

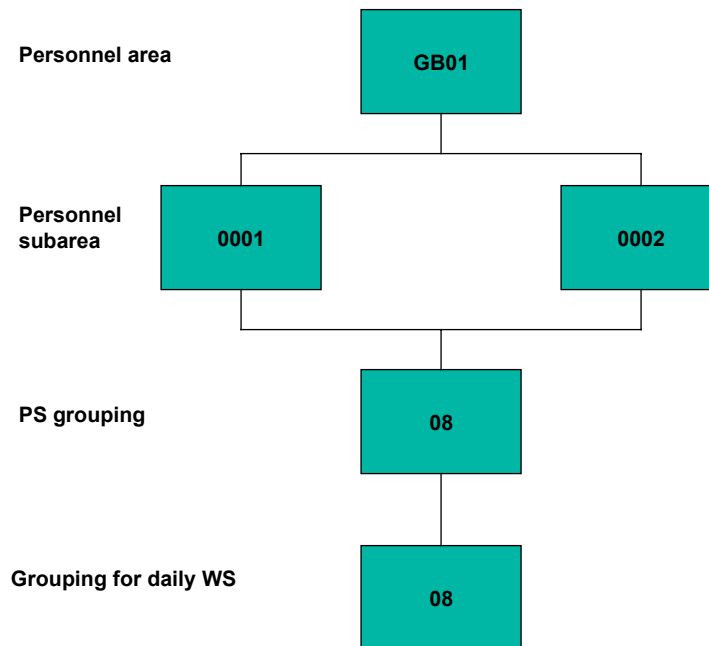
- 1 – Industrial (production) workers
- 2 – Salaried (office) staff

Each of these 'subgroup groupings' is assigned a work schedule rule, which is essentially associated with a period work schedule, a regional holiday calendar, and some other form of scheduling, such as an alternate schedule.

## Model Company Entries

The following entries have been made for the GB Model Company:

- Personnel subarea grouping for work schedules

**Work Scheduling**

The PS grouping in table T001P (Personnel Areas/Subareas) provides a foreign key to T508Z (Assign PS Grpg for Work Schedules to Grpg for Daily WS). In the GB Model Company, the value for the PS Grouping and Grouping for Daily WS should always be 08.

For further details, see [Example \[Page 36\]](#).

- Employee subgroup groupings for work schedule:
  - 1 – Industrial workers (hourly wage earners)
  - 2 – Salaried staff (fixed salary)
- Work schedule rules:
  - SHIFT-1
  - SHIFT-2
  - STD-WK
  - GB-FL01
- Public holiday calendars
  - GE – England
  - GS – Scotland
- Period work schedules

- BFL – Flexitime (GB)
- SHF3 – 3-weekly shift
- WRKS – 39-hour week
- Daily work schedules
  - AFTN
    - Afternoons (2 pm – 10 pm)
  - FREE
    - Time off
  - GB01
    - Flexitime (8 am – & pm)
  - MORN
    - Mornings (6 am – 2 pm)
  - NGHT
    - Nights (10 pm – 6 am)
  - SDAY
    - Standard day (8 am – 5 pm)
- Variant
  - S – This is a variant which stipulates that a standard day (SDAY) finishes at 4 pm on Fridays only.
- Work break schedules
  - AFTB
    - 6 pm – 6.30 pm (half hour is paid)
  - GBP1
    - 10.30 am – 10.45 am (quarter hour is paid)
  - LNCH
    - 1 pm – 2 pm (hour is unpaid)
  - MRNB
    - 10 am – 10.30 am (half hour is paid)
  - NGHB
    - 9.30 am – 10 am (half hour is paid)

---

**Example****Example**

Industrial (production) workers and salaried (office) staff (see *Employee Subgroup Groupings for Work Schedules* under [Work Scheduling \[Page 33\]](#)) work a standard 39-hour week. On weekdays, they all work from 8 am to 5 pm with a one-hour unpaid lunch break. On Fridays, everyone finishes one hour earlier at 4 pm. This is implemented using a variant. (The important thing to note here is that the PS Grouping and the Grouping for WS are both the same as the country code, 08.)

**V\_001P: Set groupings for the work schedule V\_001P**

Personnel Area GB01 GB01  
 Personnel Subarea 0001 0002  
 PS grouping 08 08

**T508Z: Set groupings for the daily work schedule**

PS grouping 08  
 Grpg for daily WS 08

**V\_T550P: Define work break schedules**

Grpg 08  
 Break LNCH  
 No 00  
 Start 13:00  
 End 14:00  
 Unpaid 1,00  
 Paid

**T550X: Define rules for variants**

Rule	No	Holiday class	Hol.cl.subs.day	Weekday	Variant
SB	01	b123456789 X.....	b123456789 X00000000X	1234567 ....X..	S

**V\_T550A: Define daily work schedules**

Grouping	DWS	Variant	Start date	End date	Text	DWS sel. rule	DWS class	Start of work	End of work	Break	WrkHrs
08	FREE		01.01.1990	31.12.9999	Time off		0	00:00	08:00		0,00
08	SDAY		01.01.1990	31.12.9999	Standard Day		0	08:00	17:00	LNCH	8,00
08	SDAY	S	01.01.1990	31.12.9999	Standard Day		1	08:00	16:00	LNCH	7,00

**V\_T550A: Detail (double click on variant)**

Grouping for Daily WS 08  
 Daily Work Schedule SDAY  
 Daily WS variant S  
 Planned working hours 7,00  
 Start of plnd. wrk. time 8,00  
 End of plnd. wrk. Time 16,00  
 Work Break schedule LNCH  
 Reaction to overtime W (warning)  
 Daily WS class 1

**V\_T551A: Period Work Schedules**

Grouping Monthly WS 08  
 Period WS WRKS  
 Period WS Text 39-hour week  
 Week Number 001  
 Day 01 SDAY  
 Day 02 SDAY  
 Day 03 SDAY  
 Day 04 SDAY  
 Day 05 SDAY  
 Day 06 FREE  
 Day 07 FREE

**V\_503\_ALL: Define employee subgroup groupings for WS**

EG	ES	Subgroup grouping for WS
1	GA	1
1	GB	2
1	GC	2
1	GD	2
1	GE	1
1	GF	2
1	GZ/GO	2

**V\_T001P\_M: Set groupings for the public holiday calendar**

Personnel Area GB01 GB01  
 Holiday GE GS

**V\_T508A: Set work schedule rules and work schedules**

ESG	ES grpg. For WS	Holiday Calendar	PS Grouping	Work Schedule Rule	From	To	Daily Working Hours	Weekly Working Hours	Weekly workdays	Monthly Working Hours	Annual Working Hours	Addnl. Monthly Working Hrs.	Rule for day types	Grpg. For daily WS	Period Work Schedule	Ref. Date of PWS	Start point in PWS	WS rule for RWH	Alt. Work Schedule	Shift Premium	Sickness Indicator
1	Industrial worker	GE	08	STD-WK	01.01.1990	31.12.9999	8,00	39,00	5,00	169,00	2028,00		01	08	WRKS	01.01.1990	001	001			
2	Salaried Staff	GE	08	STD-WK	01.01.1990	31.12.9999	8,00	39,00	5,00	169,00	2028,00		01	08	WRKS	01.01.1990	001	001			

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**Variant S**

**Variant S**

A variant applies on the day when all the conditions are met. In our example, SDAY is processed with a variant S only on a Friday, which is a normal working day. Variant S defines a working day running from 8 am to 4 pm. When the conditions for this variant are not met, ie. the day concerned is an SDAY but does not fall on a Friday, the earlier definition of SDAY being from 8 am to 5 pm applies.

When the variant applies, an x in a particular field means that this condition must be met.

**Holiday Class**

b	Applies on a normal working day
1	Applies on a full-day holiday
2	Applies on a half-day holiday
3 – 9	Reserved for future use

**Holiday Class of Subsequent Day**

b	Applies if the next day is a normal working day
1	Applies if the next day is a full-day holiday
2	Applies if the next day is a half-day holiday
3 – 9	Reserved for future use

**Weekday**

1	Applies on a Monday
2	Applies on a Tuesday
3	Applies on a Wednesday
4	Applies on a Thursday
5	Applies on a Friday
6	Applies on a Saturday
7	Applies on a Sunday

**Rule GB**

Rule	No	Holiday class b123456789	Hol.cl.subs.day b123456789	Weekday 1234567	Variant
GB	01	X.....	XXXXXXXXXX	.....X...	S

**Variant S**

Variant S will apply on a normal working day, regardless of whether the subsequent day is a holiday or not (the holiday class of the subsequent day condition is always met), when it is a Friday.

Variant S can be displayed in the view V\_T550X. View V\_T550A shows the daily work schedule and the variant assigned to it:

Grouping for daily WS	08
Daily work schedule	SDAY
Daily WS variant	S
Planned working hours	7
Start of planned wrk. time	8:00
End of planned wrk. time	16:00
Work break schedule	LNCH
Reaction to overtime	W (warning)
Daily WS class	1

Technical Details

## Technical Details

### Tables/Views in this Area

- V\_001P\_N** Personnel subarea grouping for work schedules
- T508Z** Assign PS grouping for work schedules to grouping for daily work schedules
- V\_T550P** Work break schedule
- V\_T550X** Rules for daily work schedule variant
- V\_T550A** Daily work schedule
- V\_T551A** Period work schedule
- V\_503\_D** Employee subgroup grouping for work schedules
- V\_001P\_M** Assignment of PS grouping to public holiday calendar
- V\_T508A** Work schedule rule
- T552A** Monthly work schedule (generated)
- V\_001P\_H** Personnel subarea grouping for time recording
- T555Z** Time type determination

#### Personnel Subarea Grouping for Work Schedules (V\_001P\_N)

IMG step: *Personnel Time Management* → *Work Schedules* → *Personnel Subarea Groupings* → *Set Groupings for the Work Schedule*

Personnel area	Personnel subarea	PS grouping
GB01	0001	08
GB01	0002	08

#### Assignment of PS Grouping for Work Schedules to Daily WS (T508Z)

IMG step: *Personnel Time Management* → *Work Schedules* → *Personnel Subarea Groupings* → *Set Groupings for the Daily Work Schedule*

PS grouping	Grpg for daily WS
08	08

#### Work Break Schedule (V\_T550P)

IMG step: *Personnel Time Management* → *Work Schedules* → *Daily Work Schedules* → *Define Break Schedules*

Grpg	Break	No	Start	End	Unpaid	Paid
08	AFTB	00	18:00	18:30		0.50
08	GBP1	00	10:30	10:45		0.25

Technical Details

08	LNCH	00	13:00	14:00	1.00	
08	MRNB	00	10:00	10:30		0.50
08	NGHB	00	9:30	10:00		0.50

**Rules for Daily Work Schedule Variant (V\_T550X)**

IMG step: *Personnel Time Management* → *Work Schedules* → *Daily Work Schedules* → *Define Rules for Variants*

Rule	No	Holiday class b123456789	Hol.cl.subs.day b123456789	Weekday 1234567	Variant
GB	01	X.....	XXXXXXXXXX	.....X..	S

**Daily Work Schedule (V\_T550A)**

IMG step: *Personnel Time Management* → *Work Schedules* → *Daily Work Schedules* → *Define Daily Work Schedules*

Grouping	08	08	08	08	08	08	08	08	08
DWS	AFTN	FREE	GB01	MORN	NDAY	NGHT	PDAY	SDAY	SDAY
Variant									S
Start date	01.01.1990	01.01.1990	01.01.1990	01.01.1990	01.01.1990	01.01.1990	01.01.1990	01.01.1990	01.01.1990
End date	31.12.999	31.12.999	31.12.999	31.12.999	31.12.999	31.12.999	31.12.999	31.12.999	31.12.999
Text	Afternoons	Time off	Flexitime	Mornings	Normal day	Nights	Part-time day	Standard day	Standard day
DWS sel. rule	01		01	01	GB	01	GB	GB	
DWS class	1	0	1	1	1	1	1	1	1
Start of work	14:00	00:00	08:00	06:00	08:00	22:00	08:00	08:00	08:00
End of work	22:00	08:00	18:00	14:00	17:00	06:00	12:00	17:00	16:00
Break	AFTB		GBP1	MRNB	LNCH	NGHB		LNCH	LNCH
WrkHrs	8.00	0.00	8.50	8.00	8.00	8.00	4.00	8.00	7.00

**Technical Details**

**Daily Work Schedule – Details for Variant (V\_T550A)**

IMG step: *Personnel Time Management* → *Work Schedules* → *Daily Work Schedules* → *Define Daily Work Schedules*

Grouping for daily work schedule	08
Daily work schedule	SDAY
Daily work schedule variant	S
Planned working hours	7
Start of planned working time	8:00
End of planned working time	16:00
Work break schedule	LNCH
Reaction to overtime	W (warning)
Daily work schedule class	1

**Period Work Schedule (V\_T551A)**

IMG step: *Personnel Time Management* → *Work Schedules* → *Period Work Schedules* → *Define Period Work Schedules*

Grouping	Period WS	Period WS text	Week number	Day 01	Day 02	Day 03	Day 04	Day 05	Day 06	Day 07
08	20WK	20 hour week	001	PDAY	PDAY	PDAY	PDAY	PDAY	FREE	FREE
08	40WK	40 hour week	001	NDAY	NDAY	NDAY	NDAY	NDAY	FREE	FREE
08	GBFL	Flexitime (GB)	001	GB01	GB01	GB01	GB01	GB01	FREE	FREE
08	SHF3	3-weekly shift	001	MORN	MORN	MORN	MORN	MORN	FREE	FREE
08	SHF3	3-weekly shift	002	AFTN	AFTN	AFTN	AFTN	AFTN	FREE	FREE
08	SHF3	3-weekly shift	003	NGHT	NGHT	NGHT	NGHT	NGHT	FREE	FREE
08	WRKS	39-hour week	001	SDAY	SDAY	SDAY	SDAY	SDAY	FREE	FREE

**Employee Subgroup Grouping for Work Schedules (V\_503\_D)**

IMG step: *Personnel Time Management → Work Schedules → Work Schedule Rules and Monthly Work Schedules → Define Employee Subgroup Groupings*

Employee group	Employee subgroup	ES grouping
1	GA	1
1	GB	1
1	GC	2
1	GD	2
1	GE	1
1	GF	2
1	GO	2

**Assign Personnel Subarea to Public Holiday Calendar (V\_001P\_M)**

IMG step: *Personnel Time Management → Work Schedules → Work Schedule Rules and Monthly Work Schedules → Define Groupings for the Public Holiday Calendar*

Personnel area	Personnel subarea	Holiday
GB01	0001	GE
GB01	0002	GS

**Work Schedule Rule (V\_T508A)**

IMG step: *Personnel Time Management → Work Schedules → Work Schedule Rules and Monthly Work Schedules → Set Work Schedule Rules and Work Schedules*

<b>ES grp</b>	1	1	1	1	1	1
<b>ES grpg for WS</b>	Industrial workers	Industrial workers	Industrial workers	Industrial workers	Industrial workers	Industrial workers
<b>Holiday calendar</b>	GE	GE	GE	GE	GE	GE
<b>PS grouping</b>	08	08	08	08	08	08
<b>Work schedule rule</b>	20-WK	40-WK	SHIFT-1	SHIFT-2	SHIFT-3	STD-WK
<b>From</b>	01.01.1990	01.01.1990	01.01.1990	01.01.1990	01.01.1990	01.01.1990
<b>To</b>	31.12.9999	31.12.9999	31.12.9999	31.12.9999	31.12.9999	31.12.9999
<b>Daily working hours</b>	8.00	8.00	8.00	8.00	8.00	8.00

Technical Details

Weekly working hours	39.00	40.00	40.00	40.00	40.00	39.00
Weekly workdays	5.00	5.00	5.00	5.00	5.00	5.00
Monthly working hours	169.00	173.33	173.33	173.33	173.33	169.00
Annual working hours	2028.00	2080.00	2080.00	2080.00	2080.00	2028.00
Addnl monthly working hrs						
Rule for day types	01	01	01	01	01	01
Grpg for daily WS	08	08	08	08	08	08
Period work schedule	20WK	40WK	SHF3	SHF3	SHF3	WRKS
Ref. date of PWS	01.01.1990	01.01.1990	01.01.1990	01.01.1990	01.01.1990	01.01.1990
Start point in PWS	001	001	001	008	015	001
WS rule for RWH						
Alt. work schedule						
Shift premium						
Sickness indicator						

Work Schedule Rule Cont.

ES grp	2	2	2	2
ES grpg for WS	Salaried staff	Salaried staff	Salaried staff	Salaried staff
Holiday calendar	GE	GE	GE	GE
PS grouping	08	08	08	08
Work schedule rule	20-WK	40-WK	GB-FL01	STD-WK
From	01.01.1990	01.01.1990	01.01.1990	01.01.1990
To	31.12.9999	31.12.9999	31.12.9999	31.12.9999

Technical Details

<b>Daily working hours</b>	4.00	8.00	7.50	8.00
<b>Weekly working hours</b>	20.00	40.00	37.50	39.00
<b>Weekly workdays</b>	5.00	5.00	5.00	5.00
<b>Monthly working hours</b>	86.50	173.33	162.50	169.00
<b>Annual working hours</b>	1038.00	2076.00	1950.00	2028.00
<b>Addnl monthly working hrs</b>				
<b>Rule for day types</b>	01	01	01	01
<b>Grpg for daily WS</b>	08	08	08	08
<b>Period work schedule</b>	20WK	40WK	GBFL	WRKS
<b>Ref. date of PWS</b>	01.01.1990	01.01.1990	01.01.1990	01.01.1990
<b>Start point in PWS</b>	001	001	001	001
<b>WS rule for RWH</b>				
<b>Alt. work schedule</b>				
<b>Shift premium</b>				
<b>Sickness indicator</b>				

**Other Tables/Views Involved in this Area**

Monthly Work Schedule (T552A)

Personnel Subarea Grouping for Time Recording (V\_001P\_H)

Time Type Determination (T555Z)

**Sickness: SSP/SMP****Sickness: SSP/SMP**

Most of the details for processing Statutory Sick Pay (SSP) and Statutory Maternity Pay (SMP) are statutory, and are therefore not normally subject to customizing. All SSP/SMP processing is carried out by RPCALCG0 in schema GNAB.

SSP/SMP is calculated on the basis of the /SAE (SSP Average Weekly Earnings) and /MAE (SMP Average Weekly Earnings) wage types. If no previous payroll results exist, the average weekly earnings (AWE) are taken from infotype 008 (*Basic Pay*). The actual SSP and SMP are calculated in wage types /SPY and /MPY respectively, after being triggered by absence types 205 (Illness – SSP relevant) and 600 (Maternity Leave). All systems prior to 4.5A do not actually pay these wage types, ie. /SPY and /MPY are calculated, but the absence is paid as if the person had actually been at the workplace. This, however, is customizable. For further details, see [Example: Customizing SSP/SMP \[Page 48\]](#).

## Payable SSP/SMP

SSP and SMP are payable in the sense that the employee gets paid the minimum statutory SSP or SMP.

The GB Model Company provides the following:

- A payable SSP absence type (209) and an associated payable SSP wage type SSPP
- A payable SMP absence type (601) and an associated payable SMP wage type SMPP

Currently, the payable SSP and SMP are taxable, Niable, and pensionable. However, you can change this by editing the cumulations on the wage types (table T512W). The personnel calculation rules GP01, GP02, and GP03 (in subschema GT00) need to be uncommented in the schema G000 for these payments to work.

---

**Example: Customizing SSP/SMP****Example: Customizing SSP/SMP**

The GB Model Company provides a payable SSP absence type and a payable SMP absence type:

- *Paid SSP* (infotype 2001, subtype 209)
- *Paid SMP* (infotype 2001, subtype 601)

These two absence types are used in this example to illustrate the customizing required so that SSP and SMP relevant absences are paid at the statutory minimum rate.

1. The new absence types need to be defined in table T554S (Absence and Attendance Types) for personnel subarea grouping (PSG) 08.
2. It is important to define new absence valuation rules in table T554L (Absence Valuation Rules). They are essentially associated with the absence, and appear as foreign keys in table T554S. In the GB Model Company, two new absence valuation rules have been defined:
  - 05 *Payable SSP Sickness*
  - 06 *Payable SMP Sickness*
3. Table T554C (Absence Valuation) contains information on how the valuation rule will be evaluated. The absence valuation grouping for Great Britain is 01. The entry for the valuation rule 05 (*Payable SSP Sickness*) is shown below:

Example: Customizing SSP/SMP

Abs.val.grp.   
 Valuation rule  Payable SSP Sickness  
 Offcycle Indic.  Regular valuation of an absence >

Form count.classes						
CC for absence	Cntg class text	Paid	Percentage rate	Day rule	Text for da	
02		<input type="checkbox"/>	100,00			

Valuation using constants/averages						
Wage type	Wage type text	Time	Percentag	Time unit	Short	
SSPP		I	100,00	KT	Calenda	

Valuation using the 'as if' principle  
 Time WType selection

Special processing  
 Personnel calc.rule   
 Time   
 Operation indicator

- Note that the *Paid* indicator has not been set, thus ensuring that the absence will not be paid. Instead, the wage types SSPP (in the case of valuation rule 05) and SMPP (in the case of valuation rule 06) will be generated. These wage types have already been set up in the GB Model Company.
- The two wage types are picked up in RPCALCG0 in the new personnel calculation rule GP01 in subschema GT00. The /SPY and /MPY amounts are copied into them. The relevant section of the subschema GT00, and the personnel calculation rule GP01 are shown below:

Schema GT00

COM		*****
COM		Processing of time data: Great Britain
COM		*****
...		

**Example: Customizing SSP/SMP**

PIT	G051 P64 NOAB	Add SSP/SMP wage types
PIT	G052	Round SSP/SMP to pennies
PIT	GP01 GEN NOAB	Calculate payable SSP & SMP Holder
GFMSA		Process table MSA
...		

**Personnel Calculation Rule GP01**

	D	WGTYP?
****		ADDWT *
SMPP		ZERO= NRA AMT= /MPYADDWT *
SSPP		ZERO= NRA AMT= /SPYADDWT *

**Result**

An SSP or SMP absence will reduce the salary for the pay period, but the SSPP and SMPP wage types mean that the statutory minimum will be paid to cover the absence.



Whether SSPP and SMPP add to the total gross, arrestable earnings, Niabile pay, etc. depends on the cumulations set for the wage types.

Note also that absence type 600 (*Maternity Leave*) has a dynamic action associated with it. Table T588Z (Dynamic Actions) contains an entry for infotype 2001, subtype 600. This entry needs to be copied for absence type 601 (*Paid SMP*).

## Qualifying Day Patterns for SSP

Qualifying days are the days for which Statutory Sick Pay (SSP) is paid. They should be those days on which an employee is scheduled to work.

There must be at least one qualifying day in every week, even when an employee is on holiday. Where an employee is not required at all during a particular week, the qualifying day should be the Wednesday.

### Qualifying Day Patterns in the GB Model Company

Employee subgroup grouping	Personnel subarea grouping	Qualifying days	Qualifying day pattern	Time model
1	8	Mon	NQNNNNN	1DAY
1	8	Mon – Tue	NQQNNNN	2DAY
1	8	Mon – Wed	NQQQNNN	3DAY
1	8	Mon – Thurs	NQQQQNN	4DAY
1	8	Mon – Fri	NQQQQQN	NORM
1	8	Mon – Sat	NQQQQQQ	6DAY
1	8	Sun – Sat	QQQQQQQ	7DAY
2	8	Mon	NQNNNNN	1DAY
2	8	Mon – Tue	NQQNNNN	2DAY
2	8	Mon – Wed	NQQQNNN	3DAY
2	8	Mon – Thurs	NQQQQNN	4DAY
2	8	Mon – Fri	NQQQQQN	NORM
2	8	Mon – Sat	NQQQQQQ	6DAY
2	8	Sun – Sat	QQQQQQQ	7DAY

IMG steps:

1. Payroll: Great Britain → SSP and SMP → SSP Qualifying Day Patterns (QDPs) → QDP Definition → Models for Qualifying Days.
2. Payroll: Great Britain → SSP and SMP → SSP Qualifying Day Patterns (QDPs) → QDP Definition → Define QDP.

**OSP Sickness****OSP Sickness**

The GB Model Company provides the following sickness absence subtypes for OSP, with the corresponding wage types shown below:

Type of sickness	Absence subtype on infotype 2001	Wage type
Full pay sickness	0206	OFUL
Half pay sickness	0207	OHLF
Nil pay sickness	0208	ONIL

The personnel calculation rules listed below need to be uncommented in the standard schema G000 for the example OSP scheme, OSP3, to work:

- GO01 (subschemata GT00)
- GO02 (subschemata GT00)
- GO03 (subschemata GNT0)
- GO04 (subschemata GNT0)

## Time Recording

The *Absences* (2001) infotype is used to enter the times during which an employee is absent from work. In the R/3 *Human Resources* component, an employee is considered absent if he or she does not work the scheduled working hours stipulated in his or her personal work schedule.

There are various types of absence. An absence type is a subtype of the *Absences* (2001) infotype. Holidays, sickness, etc all constitute absence types which are entered in infotype 2001.

## Explanation of Model Company Entries

Different types of absences are stored in table T554S (Absence and Attendance Types) for the GB Model Company. The personnel subarea grouping for absence and attendance types is 08:

Absence type	Absence type text
100	Holiday – paid
150	Holiday – unpaid
175	Time off in lieu – paid
200	Illness
205	Illness (SSP relevant)
206	Illness (SSP relevant, full)
207	Illness (SSP relevant, half)
208	Illness (SSP relevant, nil)
209	Paid SSP (SSP relevant)
210	Absence
250	Industrial accident
300	Education/training
600	Maternity leave
601	Paid SMP
700	Strike/trade dispute
800	Hours for costing
960	Non-working shift

Important fields in table T554S (Absence and Attendance Types) include:

- Quota type

This indicates which quota an absence is deducted from. It can be either 99 (infotype 05 – *Leave Entitlement*) or 01 – 98 deducted from the appropriate quota. The quota type 99 is reserved exclusively for holiday. You can define various leave types in table T533 (Leave Types). These leave types can be deducted in infotype 05 (*Leave Entitlement*) in the order specified in table T554X (Rules for Attendance/Absence Counting and Leave Deduction). For other types of deductions, you can deduct from the quotas defined in

---

**Time Recording**

table T556A (Absence Quota Type). In the *Absence Quotas* (2006) infotype, you specify how many days are included in the quota.

- Counting rule

Table T554X (Rules for Attendance/Absence Counting and Leave Deduction) shows how each absence should be counted for each work schedule. Here you specify which rule should be used.

- Valuation rule

This specifies which rule should be used to value the absence. Table T554C (Absence Valuation) contains the absence valuation details for the specific valuation rules.

## Technical Details

### Tables/Views in this Area

- V\_001P\_D** Personnel subarea grouping for absence/attendance types
- V\_T554S** Absence: input check
- V\_554S\_I** Absence: general control
- V\_T551C** Period work schedule valuation
- V\_001P\_F** Personnel subarea grouping for attendance/absence counting
- T554X** Rules for attendance/absence counting and leave deduction
- V\_T550A** Daily work schedule
- V\_550X\_B** Daily work schedule rules for absence recording
- V\_T554P** Symbol for absence and attendance
- V\_554S\_C** Absence: calendar control
- V\_503\_E** Employee subgroup grouping for time quotas
- V\_001P\_I** Personnel subarea grouping for time quota types
- V\_T556A** Absence quota type
- V\_001P\_B** Personnel subarea grouping for leave
- V\_T533** Leave types

### Features in this Area

- LVTYP** Check country grouping (leave type)
- LVNUM** Check country grouping (leave entitlement)
- UABEG** Check country grouping (start of deduction)
- UAEND** Check country grouping (end of deduction)
- VACmm** Default value for leave type and leave entitlement
- VACBE** Default value for start of validity I0005
- BEGmm** Default value for start of deduction
- ENDmm** Default value for end of deduction
- I0005** Control parameters for infotype *Leave Entitlement* (0005)

#### Personnel Subarea Grouping for Absence/Attendance Types (V\_001P\_D)

IMG step: *Personnel Time Management* → *Time Data Recording and Administration* → *Absences* → *Absence Catalog* → *Group Personnel Subareas for Attendances and Absences*

Personnel area	Personnel area text	Personnel subarea	Pers. subarea text	PS grouping
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**Technical Details**

GB01	UK Subsidiary	0001	Warrington	08
GB01	UK Subsidiary	0002	Edinburgh	08

**Absence and Attendance Types (T554S)**

IMG step: *Personnel Time Management* → *Time Data Recording and Administration* → *Absences* → *Absence Catalog* → *Define Absence Types*

**0100, Paid Holiday**

PS grouping	08
Abs./att. text	0100, Paid holiday
From	01.01.1900
To	31.12.9999
First day is off	W (warning)
Last day is off	W (warning)
Non-working period	W (warning)
Second date required	X
Minimum duration	
Maximum duration	999

**0150, Unpaid Holiday**

PS grouping	08
Abs./att. text	0150, Unpaid holiday
From	01.01.1900
To	31.12.9999
First day is off	E (error)
Last day is off	E (error)
Non-working period	E (error)
Second date required	X
Minimum duration	
Maximum duration	999

**0175, Time Off In Lieu – Paid**

PS grouping	08
Abs./att. text	0175, Time off in lieu – paid
From	01.01.1900

To	31.12.9999
First day is off	W (warning)
Last day is off	W (warning)
Non-working period	W (warning)
Second date required	X
Minimum duration	
Maximum duration	999

**0200, Illness**

PS grouping	08
Abs./att. text	0200, Illness
From	01.01.1900
To	31.12.9999
First day is off	W (warning)
Last day is off	W (warning)
Non-working period	W (warning)
Second date required	
Minimum duration	001
Maximum duration	999

**0205, Illness (SSP relvt)**

PS grouping	08
Abs./att. text	0205, Illness (SSP relvt)
From	01.01.1900
To	31.12.9999
First day is off	W (warning)
Last day is off	W (warning)
Non-working period	W (warning)
Second date required	
Minimum duration	001
Maximum duration	999

**0206, Illness (SSP relvt, full)**

**Technical Details**

PS grouping	08
Abs./att. text	0206, Illness (SSP relvt, full)
From	01.01.1900
To	31.12.9999
First day is off	W (warning)
Last day is off	W (warning)
Non-working period	W (warning)
Second date required	
Minimum duration	001
Maximum duration	999

**0207, Illness (SSP relvt, half)**

PS grouping	08
Abs./att. text	0207, Illness (SSP relvt, half)
From	01.01.1900
To	31.12.9999
First day is off	W (warning)
Last day is off	W (warning)
Non-working period	W (warning)
Second date required	
Minimum duration	001
Maximum duration	999

**0208, Illness (SSP relvt, nil)**

PS grouping	08
Abs./att. text	0208, Illness (SSP relvt, nil)
From	01.01.1900
To	31.12.9999
First day is off	W (warning)
Last day is off	W (warning)
Non-working period	W (warning)
Second date required	
Minimum duration	001

Maximum duration	999
------------------	-----

**0209, Paid SSP (SSP relvt)**

PS grouping	08
Abs./att. text	0209, Paid SSP (SSP relvt)
From	01.01.1900
To	31.12.9999
First day is off	W (warning)
Last day is off	W (warning)
Non-working period	W (warning)
Second date required	
Minimum duration	001
Maximum duration	999

**0210, Absence**

PS grouping	08
Abs./att. text	0210, Absence
From	01.01.1900
To	31.12.9999
First day is off	W (warning)
Last day is off	W (warning)
Non-working period	W (warning)
Second date required	
Minimum duration	
Maximum duration	003

**0250, Industrial Accident**

PS grouping	08
Abs./att. text	0250, Industrial accident
From	01.01.1900
To	31.12.9999
First day is off	W (warning)
Last day is off	W (warning)

**Technical Details**

Non-working period	W (warning)
Second date required	
Minimum duration	
Maximum duration	003

**0300, Education/Training**

PS grouping	08
Abs./att. text	0300, Education/training
From	01.01.1900
To	31.12.9999
First day is off	E (error)
Last day is off	E (error)
Non-working period	E (error)
Second date required	X
Minimum duration	
Maximum duration	999

**0600, Maternity Leave**

PS grouping	08
Abs./att. text	0600, Maternity leave
From	01.01.1900
To	31.12.9999
First day is off	W (warning)
Last day is off	W (warning)
Non-working period	W (warning)
Second date required	
Minimum duration	001
Maximum duration	999

**0601, Paid SMP**

PS grouping	08
Abs./att. text	0601, Paid SMP
From	01.01.1900

To	31.12.9999
First day is off	W (warning)
Last day is off	W (warning)
Non-working period	W (warning)
Second date required	
Minimum duration	001
Maximum duration	999

**0700, Strike/Trade Dispute**

PS grouping	08
Abs./att. text	0700, Strike/trade dispute
From	01.01.1900
To	31.12.9999
First day is off	W (warning)
Last day is off	W (warning)
Non-working period	W (warning)
Second date required	
Minimum duration	001
Maximum duration	999

**0960, Non-Working Shift**

PS grouping	08
Abs./att. text	0960, Non-working shift
From	01.01.1900
To	31.12.9999
First day is off	W (warning)
Last day is off	W (warning)
Non-working period	W (warning)
Second date required	X
Minimum duration	
Maximum duration	001

**Absence and Attendance Types (V\_554S\_O)**

**Technical Details**

IMG step: *Personnel Time Management → Time Data Recording and Administration → Absences → Absence Catalog → Determine Entry Screens and Time Constraint Classes*

**0100, Paid Holiday**

PS grouping	08
Abs./att. text	0100, Paid holiday
From	01.01.1900
To	31.12.9999
Att./absence indicator	A
Availability	
Absence grouping	1
Screen number	2001
Time constraint class	3
Absence/att. class	14

**0150, Unpaid Holiday**

PS grouping	08
Abs./att. text	0150, Unpaid holiday
From	01.01.1900
To	31.12.9999
Att./absence indicator	A
Availability	
Absence grouping	1
Screen number	2001
Time constraint class	1
Absence/att. class	1

**0175, Time Off In Lieu – Paid**

PS grouping	08
Abs./att. text	0175, Time off in lieu – paid
From	01.01.1900
To	31.12.9999
Att./absence indicator	A
Availability	
Absence grouping	1

Screen number	2001
Time constraint class	3
Absence/att. class	14

**0200, Illness**

PS grouping	08
Abs./att. text	0200, Illness
From	01.01.1900
To	31.12.9999
Att./absence indicator	A
Availability	
Absence grouping	2
Screen number	2002
Time constraint class	2
Absence/att. class	2

**0205, Illness (SSP relvt)**

PS grouping	08
Abs./att. text	0205, Illness (SSP relvt)
From	01.01.1900
To	31.12.9999
Att./absence indicator	A
Availability	
Absence grouping	2
Screen number	2001
Time constraint class	2
Absence/att. class	2

**0206, Illness (SSP relvt, full)**

PS grouping	08
Abs./att. text	0206, Illness (SSP relvt, full)
From	01.01.1900
To	31.12.9999

**Technical Details**

Att./absence indicator	A
Availability	
Absence grouping	2
Screen number	2001
Time constraint class	2
Absence/att. class	2

**0207, Illness (SSP relvt, half)**

PS grouping	08
Abs./att. text	0207, Illness (SSP relvt, half)
From	01.01.1900
To	31.12.9999
Att./absence indicator	A
Availability	
Absence grouping	2
Screen number	2001
Time constraint class	2
Absence/att. class	2

**0208, Illness (SSP relvt, nil)**

PS grouping	08
Abs./att. text	0208, Illness (SSP relvt, nil)
From	01.01.1900
To	31.12.9999
Att./absence indicator	A
Availability	
Absence grouping	2
Screen number	2001
Time constraint class	2
Absence/att. class	2

**0209, Paid SSP (SSP relvt)**

PS grouping	08
-------------	----

Abs./att. text	0209, Paid SSP (SSP relvt)
From	01.01.1900
To	31.12.9999
Att./absence indicator	A
Availability	
Absence grouping	2
Screen number	2001
Time constraint class	2
Absence/att. class	2

**0210, Absence**

PS grouping	08
Abs./att. text	0210, Absence
From	01.01.1900
To	31.12.9999
Att./absence indicator	A
Availability	
Absence grouping	2
Screen number	2002
Time constraint class	2
Absence/att. class	2

**0250, Industrial Accident**

PS grouping	08
Abs./att. text	0250, Industrial accident
From	01.01.1900
To	31.12.9999
Att./absence indicator	A
Availability	
Absence grouping	2
Screen number	2002
Time constraint class	2
Absence/att. class	2

**Technical Details****0300, Education/Training**

PS grouping	08
Abs./att. text	0300, Education/training
From	01.01.1900
To	31.12.9999
Att./absence indicator	A
Availability	
Absence grouping	2
Screen number	2001
Time constraint class	3
Absence/att. class	3

**0600, Maternity Leave**

PS grouping	08
Abs./att. text	0600, Maternity leave
From	01.01.1900
To	31.12.9999
Att./absence indicator	A
Availability	
Absence grouping	2
Screen number	2001
Time constraint class	2
Absence/att. class	2

**0601, Paid SMP**

PS grouping	08
Abs./att. text	0601, Paid SMP
From	01.01.1900
To	31.12.9999
Att./absence indicator	A
Availability	
Absence grouping	2
Screen number	2001
Time constraint class	2

Absence/att. class	2
--------------------	---

**0700, Strike/Trade Dispute**

PS grouping	08
Abs./att. text	0700, Strike/trade dispute
From	01.01.1900
To	31.12.9999
Att./absence indicator	A
Availability	
Absence grouping	2
Screen number	2002
Time constraint class	2
Absence/att. class	2

**0960, Non-Working Shift**

PS grouping	08
Abs./att. text	0960, Non-working shift
From	01.01.1900
To	31.12.9999
Att./absence indicator	A
Availability	
Absence grouping	1
Screen number	2000
Time constraint class	1
Absence/att. class	9

## Absence Counting

### Absence Counting

An absence is normally counted in the ratio 1:1, as if it were a 'normal' working day in the employee's work schedule. There are, however, exceptions. For instance, an employee is due to work a standard working day, but the day on which he or she is absent happens to be a half-holiday. In a sense therefore, he or she is only away from work half the day, and the absence quota deduction is 50%.

### Explanation of Model Company Entries

Table T554X (Rules for Attendance/Absence Counting and Leave Deduction) defines the rules for absence counting. These rules are assigned according to:

- Country grouping (personnel subarea grouping, always 08 for Great Britain)
- Employee subgroup grouping for work schedules (T503)
- Absence/attendance grouping for counting (T554S)
- Daily work schedule class (T550A).

You can therefore specify the counting class for each absence for each group of employees for any particular day.

There are four entries for Great Britain (personnel subarea grouping 08). Two entries applying to employee subgroup grouping for work schedules 1 and 2 (1 being for hourly paid employees, 2 for salaried employees) count an absence on a normal working day at 100% of the absence quota deduction. The other two entries are similar but they only count a 50% absence quota deduction when the absence happens to fall on half-day holidays.

## Technical Details

### Period Work Schedule Valuation (T551C)

IMG step: *Personnel Time Management* → *Time Data Recording and Administration* → *Absences* → *Absence Catalog* → *Absence Counting* → *Define Counting Classes for the Period Work Schedule*

Grouping	Period WS	Description	From	To	Counting class
08	GBFL	Flexitime (GB)	01.01.1901	31.12.9999	1
08	SHF3	3-weekly shift	01.01.1990	31.12.9999	1
08	WRKS	39-hour week	01.01.1990	31.12.9999	1

### Personnel Subarea Grouping for Attendance/Absence Counting (V\_001P\_F)

IMG step: *Personnel Time Management* → *Time Data Recording and Administration* → *Absences* → *Absence Catalog* → *Absence Counting* → *Rules for Absence Counting (old)* → *Group Personnel Subareas for Absence Counting*

Personnel area	Personnel area text	Personnel subarea	Personnel subarea text	PS grouping
GB01	UK Subsidiary	0001	Warrington	08
GB01	UK Subsidiary	0002	Edinburgh	08

## Absence Valuation

### Absence Valuation

Most absence types for Great Britain are paid. Employees absent from work are paid as if they had worked, meaning that they receive their basic salary.



The only exceptions to this are Payable SSP and SMP (for further details, see [Example: Customizing SSP/SMP \[Page 48\]](#)) and OSP illness, which are part of the Model Company.

### Explanation of Model Company Entries

The absence valuation rules are held in table T554C and applied to the absences in table T554S. The field T554C-REFND determines whether the absence is paid or not.

In the GB Model Company, only one employee grouping for absence valuation is used, this being 01. This is derived from the personnel calculation rule XMOD, which sets the modifier for the employee grouping for absence valuation for specific countries. There is no specific entry for Great Britain so the default entry is used, where MODIF A=01 for all the employee subgroup groupings (ESGs) 1 to 3. These are the ESGs from table T554X.



You should note that the counting classes for absences in table T554C are essentially meaningless for the purposes of the GB Model Company. They are used in the personnel calculation rule XPP1, where the hours of unpaid absence TSAU\*\* are subtracted from the hours that should have been worked. TSAU\*\* picks up all the counting classes for absences, but it would also be conceivable to write a personnel calculation rule with a specific counting class by replacing \*\* with the counting class concerned, for example TSAU01.

## Absence Quotas

Each employee has an entitlement to a certain number of days of various absence types. Holidays are the most common example, for which there are usually a fixed number of days per year. This often depends on the length of service the employee has.

### Explanation of Model Company Entries

In the GB Model Company, there are a couple of absence types for which quotas can be set. These absence quota types are as follows:

- 01 Paid time-off in lieu
- 99 Holiday

These absence types are grouped according to the personnel subarea grouping for time quota types, which is always 08 for the GB Model Company, and the employee subgroup grouping for time quota types, which is 1 for the GB Model Company.

Table T556A contains the absence quota types. Absence quota type 99 (Holiday), for example, sets the number of days that are available per employee for vacation and is automatically updated each year. Features LVTYP, LVNUM, UABEG; and UAEND are used to default leave entitlement.

## Overtime

## Overtime

Overtime is regarded as the time worked by employees over and above that defined in their working schedule. Where employees are required to work on days that need to be paid at a premium rate, this is, in a sense, also considered overtime. These would be days like Bank Holidays, as defined in the public holiday calendar for Great Britain or Scotland, for example.

The GB Model Company provides for overtime to be recorded on the *Overtime* infotype (2005) in wage types M012, M014, M016, and M018 (per pay period, for salaried workers) and also W012, W014, W016, and W018 (per hour, for hourly wage earners).

### Explanation of Model Company Entries

Wage type	Wage type text	Applies	Pays at % rate of normal hourly rate	Overtime condition
M012	O/time x 1.25	Monday – Friday	125%	First 2 hours of overtime
M014	O/time x 1.50	Monday – Friday	150%	More than 2 hours of overtime
M016	O/time x 2.00	Saturday, Sunday	200%	Overtime
M018	O/time x 2 BkHy	Bank Holidays	200%	Overtime
W012	O/time x 1.25	Monday – Friday	125%	First 2 hours of overtime
W014	O/time x 1.50	Monday – Friday	150%	More than 2 hours of overtime
W016	O/time x 2.00	Saturday, Sunday	200%	Overtime
W018	O/time x 2 BkHy	Bank Holidays	200%	Overtime

## Example

Tm.WT sel.rule group	<input type="text" value="01"/>	from	to
Day grouping	<input type="text" value="01"/>	> <input type="text" value="01.01.1990"/>	<input type="text" value="31.12.9999"/>
Subsequent number	<input type="text" value="050"/>		
Wage type	<input type="text" value="W012"/> 0/time x 1.25		

Valid processing types	Control
<input checked="" type="checkbox"/> M <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Fixed val. <input type="checkbox"/> Cond.exit <input type="checkbox"/> Uncon.exit <input type="checkbox"/>

Conditions Day							
Weekdays	PH pre.day	PH cur.day	PH n.day	Val.class	DWS class	Day type	
1234567	<input type="text" value="b123456789"/>	<input type="text" value="b123456789"/>	<input type="text" value="b123456789"/>	<input type="text" value="0123456789"/>	<input type="text" value="0123456789"/>	<input type="text" value="b123456789"/>	
<input type="text" value="XXXXXX"/>	<input type="text" value="XXXXXXXXXX"/>	<input type="text" value="X"/>	<input type="text" value="XXXXXXXXXX"/>	<input type="text" value="X"/>	<input type="text" value="XXXXXXXXXX"/>	<input type="text" value="XX"/>	

Conditions Time							
Start	End	Min.	Symb.	Max.	Symb.	Relevant proc.types	
<input type="text" value="00:00"/>	<input type="text" value="36:00"/>	<input type="text" value=""/>	<input type="checkbox"/>	<input type="text" value="2,00"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> M <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
						Interval	<input type="checkbox"/>

The example shows wage type W012 in table T510S (*Time Wage Type Selection Rule*).

The *Valid processing type* here is "M" for overtime, that is work performed over and above the planned working time (compare "S", planned work, as a valid processing type for wage type W018 because it is any work done on a bank holiday. Scheduled or planned working time then is not taken into account).

The *Relevant processing type* or counting class is also "M", which indicates that this is one in a series of wage types that will pay overtime for this day. In fact, the *Maximum* number of hours is 2, so the next wage type in the series (known as time pairs) is W014, and it has 2 as the *Minimum* number of hours worked. Therefore, when the particular day condition is met, overtime is paid at time and a quarter for the first 2 hours, and then at time and a half for any subsequent hours. In this way it is possible to achieve any number of time intervals for paying overtime at different rates by specifying the minimum and maximum number of hours for each wage type in the sequence. Note that what identifies W012 and W014 as belonging to the same sequence or time pairs are the fields *Time wage type selection rule*, *Day grouping*, and the *Relevant processing type*, which must be "M" (in the actual table, these fields are ORGMO, DAYMO, and COTYP). The day conditions should obviously also be the same otherwise there would be an inconsistency in the way overtime is paid.

The day conditions are specified in several fields:

**Example****Weekdays**

1	Applies on a Monday
2	Applies on a Tuesday
3	Applies on a Wednesday
4	Applies on a Thursday
5	Applies on a Friday
6	Applies on a Saturday
7	Applies on a Sunday

Reading the weekdays for wage type W012 you can see that it is valid Monday to Friday.

**Holiday Class**

b	Applies on a normal working day
1	Applies on a full-day holiday
2	Applies on a half-day holiday
3 – 9	Reserved for future use

Reading the public holiday class of the previous day (*PH pre.day*), we can see that the previous day can be any day – a normal working day, a half-day holiday, or a full-day holiday, it does not matter which. The current day (*PH cur. day*), however, must be a working day. The next day (*PH n. day*) can also be any type of day. In effect, this means that the previous and next days can be disregarded since these conditions are always going to be met, only the holiday class of the current day matters.

**Valuation Class for Period Work Schedule**

The valuation class of the period work schedule (*Val. class*) is specified in T551C-ZMODK, and is used to generate wage types for specific period work schedules. In this example, the overtime wage type applies to all period work schedules that have the valuation class 2, that being GBFL and WRKS (from view V\_551C\_B).

**Daily Work Schedule Class**

The daily work schedule class (*DWS class*) is specified in T550A-TPKLA and is used to generate wage types for specific daily work schedules. In this example, the overtime wage type applies to all daily work schedules because all classes have been selected. In effect, this means that the *DWS class* will be disregarded since these conditions are always going to be met.

**Day Type**

0	Working day on monthly work schedule
1	Paid day off on monthly work schedule
2	Unpaid day off
3 – 9	Reserved for more complex processing

Reading the day type, you can see that wage type W012 can be used for scheduled working days and for paid days off.

**Example**

Taking a look at wage type W012 in table T512W, you can see that it pays at 125% of the valuation basis 01 (see the example under [Valuation Bases \[Page 92\]](#) on how to read this).

---

**Overtime at Formula Rate**

## Overtime at Formula Rate

Employers often use their own formulae to calculate the rate for overtime. SAP has implemented the following formula in the GB Model Company to provide a template:

Annual salary x 7, divide by 365, divide by number of hours worked per week.

The valuation basis /005, which calculates the rate at the formula rate, has been implemented, and a new wage type M019, which pays at double that rate for overtime on Bank Holidays. The formula is implemented in calculating valuation basis /005 in personnel calculation rules G010 and G013 in the schema G000 (subschema GT00).



An employee is on an annual salary of £10,000 and works 40 hours per week.

Normal overtime rate =  $10000 \times 7$ , divide by 365, divide by 40 = £4.79

If the employee works on overtime on Christmas Day, he or she will get double that rate, so in effect will be paid at £9.58 per hour.

# Payroll

## Pay Structure

### Pay Structure

Employees are paid according to their pay scale. Within that pay scale, they are assigned a group and level which defines the upper and lower limits of their *Basic Pay* (infotype 08). The user has the option of overriding the warning issued by the system if the basic pay (infotype 08) exceeds or falls short of what is allowed by the pay scale.

Which pay scale applies to an employee is determined by several factors:

1. The Collective Agreement Provision (CAP) – which in turn depends on
2. Employee grouping and subgrouping, and pay scale type and pay scale area – which in turn depend on
3. Personnel area

Finally, you can also fine tune the way the actual payroll calculations are carried out by assigning a PCR (personnel calculation rule) grouping for different employee groups and subgroupings.

### Explanation of Model Company Entries

In the GB Model Company, the employee grouping 1 (Active) and the various subgroupings under it, GA, GB, GC, GD, GE, GF, and GO, are assigned to employee subgroup groupings for CAP (Collective Agreement Provision) and for the PCR (personnel calculation rule):

EE group	Name of employee group	Employee subgroup	Name of ES	ESG for PCR	ESG for CAP
1	Active	GA	Weekly waged	1	1
1	Active	GB	4 weekly waged	1	4
1	Active	GC	Salaried staff	3	3
1	Active	GD	Pay scale salaried	3	2
1	Active	GE	2 weekly waged	1	5
1	Active	GF	4 weekly non-hourly	3	6
1	Active	GO	Sales and distribution	3	3

The personnel area GB01 and the subareas under it, 0001 and 0002, are assigned to pay scale areas and pay scale types:

<b>Personnel area</b>	GB01	GB01
<b>Personnel area text</b>	UK Subsidiary	UK Subsidiary
<b>Personnel subarea</b>	0001	0002
<b>PS text</b>	Warrington	Edinburgh

**Pay Structure**

<b>Pay scale area</b>	01	01
<b>Pay scale area text</b>	Rest of U.K.	Rest of U.K.
<b>Pay scale type</b>	02	01
<b>Pay scale text</b>	Non-standard contract	Standard contract

This, however, is only a default because the pay scale area and pay scale type are set in feature TARIF. Furthermore, the pay scale area and pay scale type are input fields on the *Basic Pay* infotype (08) and can be modified by the user.

The employee subgroup grouping for CAP (Collective Agreement Provision), pay scale area, and pay scale type form part of the composite key to the table that holds all the pay scales (table T510).

Technical Details

## Technical Details

### Tables/Views in This Area

**V\_503\_B** Employee subgroup grouping for personnel calculation rules and collective agreement provision

**V\_T510A** Pay scale types

**V\_T510G** Pay scale areas

**V\_001P\_C** Assignment of pay scale type/area to personnel subarea

**V\_T510** Pay scale groups

**V\_T510I** Weekly standard working hours

#### Employee Subgroup Grouping for PCR/Collective Agreement Provision (V\_503\_B)

IMG step: *Personnel Management* → *Personnel Administration* → *Payroll Data* → *Basic Pay* → *Employee Subgroups for Pers. Calc. Rule/Pay Scale Provision*

EE group	Name of employee group	Employee subgroup	Name of ES	ESG for PCR	ESG for CAP
1	Active	GA	Weekly waged	1	1
1	Active	GB	4 weekly waged	1	4
1	Active	GC	Salaried staff	3	3
1	Active	GD	Pay scale salaried	3	2
1	Active	GE	2 weekly waged	1	5
1	Active	GF	4 weekly non-hourly	3	6
1	Active	GO	Sales and distribution	3	3

#### Pay Scale Type (V\_T510A)

IMG step: *Personnel Management* → *Personnel Administration* → *Payroll Data* → *Basic Pay* → *Check Pay Scale Type*

Pay scale type	Pay scale text
01	Standard contract
02	Non-standard contract

**Pay Scale Area (V\_T510G)**

IMG step: *Personnel Management* → *Personnel Administration* → *Payroll Data* → *Basic Pay* → *Check Pay Scale Area*

Pay scale area	Pay scale area text
01	Rest of U.K.
02	Central London

**Assign Personnel Subarea to Pay Scale Area/Type (V\_001P\_C)**

IMG step: *Personnel Management* → *Personnel Administration* → *Payroll Data* → *Basic Pay* → *Check Assignment of Pay Scale Structure to Company Structure*

Personnel area	GB01	GB01
Personnel area text	UK Subsidiary	UK Subsidiary
Personnel subarea	0001	0002
PS text	Warrington	Edinburgh
Pay scale area	01	01
Pay scale area text	Rest of U.K.	Rest of U.K.
Pay scale type	02	01
Pay scale text	Non-standard contract	Standard contract

**Determine Default for Pay Scale Data, Feature TARIF Including Decision Conditions**

IMG step: *Personnel Management* → *Personnel Administration* → *Payroll Data* → *Basic Pay* → *Determine Default for Pay Scale Data*

Great Britain does not have a model entry in the TARIF feature, it uses the international one:

PERSG=1,

PERSK=\*\*,

&TARIF=01/01

An example might look something like:

PERSG=1, PERSK=GA,

&TARIF=02/01

**Pay Scale Groups (V\_T510)**

IMG step: *Personnel Management* → *Personnel Administration* → *Payroll Data* → *Basic Pay* → *Maintain Pay Scale Group and Standard Wage Level*

Technical Details

Pay scale type: 01 Standard contract

Pay scale area: 01 Rest of U.K.

Grpg	PS group	Level	Wage type	From	To	Amount	Curr.
1			A021	01.01.1990	31.12.9999	15.00	GBP
1			A022	01.01.1990	31.12.9999	15.00	GBP
1	GR01	1		01.01.1990	31.12.9999	3.00	GBP
1	GR01	2		01.01.1990	31.12.9999	3.25	GBP
1	GR01	3		01.01.1990	31.12.9999	3.50	GBP
1	GR01	4		01.01.1990	31.12.9999	3.75	GBP
1	GR02	1		01.01.1990	31.12.9999	4.00	GBP
1	GR02	2		01.01.1990	31.12.9999	4.50	GBP
1	GR03	1		01.01.1990	31.12.9999	5.00	GBP
1	GR03	2		01.01.1990	31.12.9999	5.50	GBP
1	GR04	1		01.01.1990	31.12.9999	6.00	GBP
1	GR04	2		01.01.1990	31.12.9999	6.50	GBP
1	GR05	1		01.01.1990	31.12.9999	7.00	GBP
2			A021	01.01.1990	31.12.9999	15.00	GBP
2			A022	01.01.1990	31.12.9999	15.00	GBP
2	GR01	1		01.01.1990	31.12.9999	650.00	GBP
2	GR01	2		01.01.1990	31.12.9999	700.00	GBP
2	GR01	3		01.01.1990	31.12.9999	750.00	GBP
2	GR01	4		01.01.1990	31.12.9999	800.00	GBP
2	GR02	1		01.01.1990	31.12.9999	850.00	GBP
2	GR02	2		01.01.1990	31.12.9999	900.00	GBP
2	GR03	1		01.01.1990	31.12.9999	950.00	GBP
2	GR03	2		01.01.1990	31.12.9999	1,000.00	GBP
2	GR04	1		01.01.1990	31.12.9999	1,050.00	GBP
2	GR04	2		01.01.1990	31.12.9999	1,100.00	GBP
2	GR05	1		01.01.1990	31.12.9999	1,150.00	GBP
3			A021	01.01.1990	31.12.9999	15.00	GBP
3			A022	01.01.1990	31.12.9999	15.00	GBP
3	GRD01	1		01.01.1990	31.12.9999	1,000.00	GBP
3	GRD01	2		01.01.1990	31.12.9999	1,250.00	GBP
3	GRD01	3		01.01.1990	31.12.9999	1,420.00	GBP

Technical Details

3	GRD01	4		01.01.1990	31.12.9999	1,585.00	GBP
3	GRD02	1		01.01.1990	31.12.9999	1,765.00	GBP
3	GRD02	2		01.01.1990	31.12.9999	1,960.00	GBP
3	GRD03	1		01.01.1990	31.12.9999	2,165.00	GBP
3	GRD03	2		01.01.1990	31.12.9999	2,350.00	GBP
3	GRD04	1		01.01.1990	31.12.9999	2,585.00	GBP
3	GRD04	2		01.01.1990	31.12.9999	2,750.00	GBP
3	GRD05	1		01.01.1990	31.12.9999	3,000.00	GBP
4			A021	01.01.1990	31.12.9999	15.00	GBP
4			A022	01.01.1990	31.12.9999	15.00	GBP
4	GR01	1		01.01.1990	31.12.9999	3.00	GBP
4	GR01	2		01.01.1990	31.12.9999	3.25	GBP
4	GR01	3		01.01.1990	31.12.9999	3.50	GBP
4	GR01	4		01.01.1990	31.12.9999	3.75	GBP
4	GR02	1		01.01.1990	31.12.9999	4.00	GBP
4	GR02	2		01.01.1990	31.12.9999	4.50	GBP
4	GR03	1		01.01.1990	31.12.9999	5.00	GBP
4	GR03	2		01.01.1990	31.12.9999	5.50	GBP
4	GR04	1		01.01.1990	31.12.9999	6.00	GBP
4	GR04	2		01.01.1990	31.12.9999	6.50	GBP
4	GR05	1		01.01.1990	31.12.9999	7.00	GBP
5			A021	01.01.1990	31.12.9999	15.00	GBP
5			A022	01.01.1990	31.12.9999	15.00	GBP
5	GR01	1		01.01.1990	31.12.9999	3.00	GBP
5	GR01	2		01.01.1990	31.12.9999	3.25	GBP
5	GR01	3		01.01.1990	31.12.9999	3.50	GBP
5	GR01	4		01.01.1990	31.12.9999	3.75	GBP
5	GR02	1		01.01.1990	31.12.9999	4.00	GBP
5	GR02	2		01.01.1990	31.12.9999	4.50	GBP
5	GR03	1		01.01.1990	31.12.9999	5.00	GBP
5	GR03	2		01.01.1990	31.12.9999	5.50	GBP
5	GR04	1		01.01.1990	31.12.9999	6.00	GBP
5	GR04	2		01.01.1990	31.12.9999	6.50	GBP

**Technical Details**

5	GR05	1		01.01.1990	31.12.9999	7.00	GBP
6			A021	01.01.1990	31.12.9999	15.00	GBP
6			A022	01.01.1990	31.12.9999	15.00	GBP
6	GR01	1		01.01.1990	31.12.9999	510.00	GBP
6	GR01	2		01.01.1990	31.12.9999	550.00	GBP
6	GR01	3		01.01.1990	31.12.9999	590.00	GBP
6	GR01	4		01.01.1990	31.12.9999	630.00	GBP
6	GR02	1		01.01.1990	31.12.9999	680.00	GBP
6	GR02	2		01.01.1990	31.12.9999	740.00	GBP
6	GR03	1		01.01.1990	31.12.9999	820.00	GBP
6	GR03	2		01.01.1990	31.12.9999	900.00	GBP
6	GR04	1		01.01.1990	31.12.9999	980.00	GBP
6	GR04	2		01.01.1990	31.12.9999	1,060.00	GBP
6	GR05	1		01.01.1990	31.12.9999	1,140.00	GBP

**Pay scale type: 01 Standard contract**

**Pay scale area: 02 Central London**

Grpg	PS group	Level	Wage type	From	To	Amount	Curr.
1			A021	01.01.1990	31.12.9999	15.00	GBP
1			A022	01.01.1990	31.12.9999	15.00	GBP
1	GR01	1		01.01.1990	31.12.9999	3.50	GBP
1	GR01	2		01.01.1990	31.12.9999	3.75	GBP
1	GR01	3		01.01.1990	31.12.9999	4.00	GBP
1	GR01	4		01.01.1990	31.12.9999	4.25	GBP
1	GR02	1		01.01.1990	31.12.9999	4.50	GBP
1	GR02	2		01.01.1990	31.12.9999	5.00	GBP
1	Gr03	1		01.01.1990	31.12.9999	5.50	GBP
1	GR03	2		01.01.1990	31.12.9999	6.00	GBP
1	GR04	1		01.01.1990	31.12.9999	6.50	GBP
1	GR04	2		01.01.1990	31.12.9999	7.00	GBP
1	GR05	1		01.01.1990	31.12.9999	7.50	GBP
2			A010	01.01.1990	31.12.9999	15.00	GBP
2			A020	01.01.1990	31.12.9999	50.00	GBP

Technical Details

2			A021	01.01.1990	31.12.9999	15.00	GBP
2			A022	01.01.1990	31.12.9999	15.00	GBP
2	GR01	1		01.01.1990	31.12.9999	650.00	GBP
2	GR01	2		01.01.1990	31.12.9999	700.00	GBP
2	GR01	3		01.01.1990	31.12.9999	750.00	GBP
2	GR01	4		01.01.1990	31.12.9999	800.00	GBP
2	GR02	1		01.01.1990	31.12.9999	850.00	GBP
2	GR02	2		01.01.1990	31.12.9999	900.00	GBP
2	GR03	1		01.01.1990	31.12.9999	950.00	GBP
2	GR03	2		01.01.1990	31.12.9999	1000.00	GBP
2	GR04	1		01.01.1990	31.12.9999	1050.00	GBP
2	GR04	2		01.01.1990	31.12.9999	1100.00	GBP
2	GR05	1		01.01.1990	31.12.9999	1150.00	GBP
3			A010	01.01.1990	31.12.9999	20.00	GBP
3			A020	01.01.1990	31.12.9999	85.00	GBP
3			A021	01.01.1990	31.12.9999	15.00	GBP
3			A022	01.01.1990	31.12.9999	15.00	GBP
3	GR01	1		01.01.1990	31.12.9999	650.00	GBP
2	GR01	2		01.01.1990	31.12.9999	700.00	GBP
2	GR01	3		01.01.1990	31.12.9999	750.00	GBP
2	GR01	4		01.01.1990	31.12.9999	800.00	GBP
2	GR02	1		01.01.1990	31.12.9999	850.00	GBP
2	GR02	2		01.01.1990	31.12.9999	900.00	GBP
2	GR03	1		01.01.1990	31.12.9999	950.00	GBP
2	GR03	2		01.01.1990	31.12.9999	1,000.00	GBP
2	GR04	1		01.01.1990	31.12.9999	1,050.00	GBP
2	GR04	2		01.01.1990	31.12.9999	1,100.00	GBP
2	GR05	1		01.01.1990	31.12.9999	1,150.00	GBP
3			A010	01.01.1990	31.12.9999	20.00	GBP
3			A020	01.01.1990	31.12.9999	85.00	GBP
3			A021	01.01.1990	31.12.9999	15.00	GBP
3			A022	01.01.1990	31.12.9999	15.00	GBP
3	GRD01	1		01.01.1990	31.12.9999	1,000.00	GBP

Technical Details

3	GRD01	2		01.01.1990	31.12.9999	1,250.00	GBP
3	GRD01	3		01.01.1990	31.12.9999	1,420.00	GBP
3	GRD01	4		01.01.1990	31.12.9999	1,585.00	GBP
3	GRD02	1		01.01.1990	31.12.9999	1,765.00	GBP
3	GRD02	2		01.01.1990	31.12.9999	1,960.00	GBP
3	GRD03	1		01.01.1990	31.12.9999	2,165.00	GBP
3	GRD03	2		01.01.1990	31.12.9999	2,350.00	GBP
3	GRD04	1		01.01.1990	31.12.9999	2,585.00	GBP
3	GRD04	2		01.01.1990	31.12.9999	2,750.00	GBP
3	GRD05	1		01.01.1990	31.12.9999	3,000.00	GBP
4			A021	01.01.1990	31.12.9999	15.00	GBP
4			A022	01.01.1990	31.12.9999	15.00	GBP
4	GR01	1		01.01.1990	31.12.9999	3.50	GBP
4	GR01	2		01.01.1990	31.12.9999	3.75	GBP
4	GR01	3		01.01.1990	31.12.9999	4.00	GBP
4	GR01	4		01.01.1990	31.12.9999	4.25	GBP
4	GR02	1		01.01.1990	31.12.9999	4.50	GBP
4	GR02	2		01.01.1990	31.12.9999	5.00	GBP
4	GR03	1		01.01.1990	31.12.9999	5.50	GBP
4	GR03	2		01.01.1990	31.12.9999	6.00	GBP
4	GR04	1		01.01.1990	31.12.9999	6.50	GBP
4	GR04	2		01.01.1990	31.12.9999	7.00	GBP
4	GR05	1		01.01.1990	31.12.9999	7.50	GBP
5			A021	01.01.1990	31.12.9999	15.00	GBP
5			A022	01.01.1990	31.12.9999	15.00	GBP
5	GR01	1		01.01.1990	31.12.9999	3.50	GBP
5	GR01	2		01.01.1990	31.12.9999	3.75	GBP
5	GR01	3		01.01.1990	31.12.9999	4.00	GBP
5	GR01	4		01.01.1990	31.12.9999	4.25	GBP
5	GR02	1		01.01.1990	31.12.9999	4.50	GBP
5	GR02	2		01.01.1990	31.12.9999	5.00	GBP
5	GR03	1		01.01.1990	31.12.9999	5.50	GBP
5	GR03	2		01.01.1990	31.12.9999	6.00	GBP

Technical Details

5	GR04	1		01.01.1990	31.12.9999	6.50	GBP
5	GR04	2		01.01.1990	31.12.9999	7.00	GBP
5	GR05	1		01.01.1990	31.12.9999	7.50	GBP
6			A010	01.01.1990	31.12.9999	15.00	GBP
6			A020	01.01.1990	31.12.9999	50.00	GBP
6			A021	01.01.1990	31.12.9999	15.00	GBP
6			A022	01.01.1990	31.12.9999	15.00	GBP
6	GR01	1		01.01.1990	31.12.9999	510.00	GBP
6	GR01	2		01.01.1990	31.12.9999	550.00	GBP
6	GR01	3		01.01.1990	31.12.9999	590.00	GBP
6	GR01	4		01.01.1990	31.12.9999	630.00	GBP
6	GR02	1		01.01.1990	31.12.9999	680.00	GBP
6	GR02	2		01.01.1990	31.12.9999	740.00	GBP
6	GR03	1		01.01.1990	31.12.9999	820.00	GBP
6	GR03	2		01.01.1990	31.12.9999	900.00	GBP
6	GR04	1		01.01.1990	31.12.9999	980.00	GBP
6	GR04	2		01.01.1990	31.12.9999	1060.00	GBP
6	GR05	1		01.01.1990	31.12.9999	1140.00	GBP

Pay scale area: 02 Non-standard contract

Pay scale area: 01 Rest of UK

Grpg	PS group	Level	Wage type	From	To	Amount	Curr.
1			A021	01.01.1990	31.12.9999	15.00	GBP
1			A022	01.01.1990	31.12.9999	15.00	GBP
2			A021	01.01.1990	31.12.9999	15.00	GBP
2			A022	01.01.1990	31.12.9999	15.00	GBP
3			A021	01.01.1990	31.12.9999	15.00	GBP
3			A022	01.01.1990	31.12.9999	15.00	GBP
3	GRD01	1		01.01.1990	31.12.9999		GBP
3	GRD01	2		01.01.1990	31.12.9999		GBP
3	GRD01	3		01.01.1990	31.12.9999		GBP
3	GRD01	4		01.01.1990	31.12.9999		GBP
3	GRD02	1		01.01.1990	31.12.9999		GBP

**Technical Details**

3	GRD02	2		01.01.1990	31.12.9999		GBP
3	GRD03	1		01.01.1990	31.12.9999		GBP
3	GRD03	2		01.01.1990	31.12.9999		GBP
3	GRD04	1		01.01.1990	31.12.9999		GBP
3	GRD04	2		01.01.1990	31.12.9999		GBP
3	GRD05	1		01.01.1990	31.12.9999		GBP
4			A021	01.01.1990	31.12.9999	15.00	GBP
4			A022	01.01.1990	31.12.9999	15.00	GBP
5			A021	01.01.1990	31.12.9999	15.00	GBP
5			A022	01.01.1990	31.12.9999	15.00	GBP
6			A021	01.01.1990	31.12.9999	15.00	GBP
6			A022	01.01.1990	31.12.9999	15.00	GBP

**Pay scale type: 02 Non-standard contract**

**Pay scale area: 02 Central London**

Grpg	PS group	Level	Wage type	From	To	Amount	Curr.
1			A021	01.01.1990	31.12.9999	15.00	GBP
1			A022	01.01.1990	31.12.9999	15.00	GBP
2			A021	01.01.1990	31.12.9999	15.00	GBP
2			A022	01.01.1990	31.12.9999	15.00	GBP
3			A010	01.01.1990	31.12.9999	20.00	GBP
3			A020	01.01.1990	31.12.9999	85.00	GBP
3			A021	01.01.1990	31.12.9999	15.00	GBP
3			A022	01.01.1990	31.12.9999	15.00	GBP
3	GRD01	1		01.01.1990	31.12.9999		GBP
3	GRD01	2		01.01.1990	31.12.9999		GBP
3	GRD01	3		01.01.1990	31.12.9999		GBP
3	GRD01	4		01.01.1990	31.12.9999		GBP
3	GRD02	1		01.01.1990	31.12.9999		GBP
3	GRD02	2		01.01.1990	31.12.9999		GBP
3	GRD03	1		01.01.1990	31.12.9999		GBP
3	GRD03	2		01.01.1990	31.12.9999		GBP
3	GRD04	1		01.01.1990	31.12.9999		GBP

Technical Details

3	GRD04	2		01.01.1990	31.12.9999		GBP
3	GRD05	1		01.01.1990	31.12.9999		GBP
4			A021	01.01.1990	31.12.9999	15.00	GBP
4			A022	01.01.1990	31.12.9999	15.00	GBP
5			A021	01.01.1990	31.12.9999	15.00	GBP
5			A022	01.01.1990	31.12.9999	15.00	GBP
6			A021	01.01.1990	31.12.9999	15.00	GBP
6			A022	01.01.1990	31.12.9999	15.00	GBP

Wage Types

## Wage Types

## Naming Conventions

The following naming conventions are used for wage types:

- /0\*\* – valuation
- /1\*\* – cumulation
- /2\*\* – averages
- /3\*\* – country-specific, usually for social insurance
- /4\*\* – country-specific, usually for tax
- /5\*\* – legal net
- /700 – wage/salary plus ER shares
- /8\*\* – period factoring
- /84\* – cost accounting
- /A\*\* – outgoing wage types in retroactive accounting period
- /Z\*\* – incoming wage types from the previous period

Valuation Bases

## Valuation Bases

Valuation bases are used to calculate the wage type. In the GB Model Company, they are only used to calculate overtime.

### Example

Wage type M014 (overtime at time and a half) in view V\_512W\_B (Wage Type Valuation: Valuation Bases):

Wage type	M014	0/time x 1.50	from	to
			> 01.01.1901	31.12.9999

Valuation Bases			
Current wage type			
Valuation basis	<input checked="" type="checkbox"/> 01	StatemntWT	M014 % rate 150,00
1st derived wage type			
Valuation basis	<input type="checkbox"/>	StatemntWT	<input type="checkbox"/> % rate 0,00
2nd derived wage type			
Valuation basis	<input type="checkbox"/>	StatemntWT	<input type="checkbox"/> % rate 0,00

You can see that the wage type M014 uses valuation basis 01, which corresponds to wage type /001, and it will pay at 150% of that rate. It will go into the statement wage type M014, i.e. itself.

## Processing Classes

### Processing Class 01: Assignment to Valuation Bases: CYCLE X010

Value	Short text
0	Wage type is not included in a valuation basis
1	Wage type is included in valuation basis /001
2	Wage type is included in valuation basis /002
3	WType included in valuation basis /001 and /002
5	Division of valuation bases
9	

### Processing Class 03: Cumulation and Storage of Time Wage Types in RT: CYCLE X020

Value	Short text
0	Transfer unchanged
1	RT storage, cumulation with ESG for PCR and AC1 indicator
2	RT storage with ESG for PCR and A split
3	RT storage, cumulation for hourly wage only
4	RT storage with ESG for PCR and A split for hourly wage only
5	RT storage, cumulation, accumulation of overtime hours
6	RT storage with ESG for pers. calc. rule, cumulation

### Processing Class 04: Process Gross Cumulative Results : CYCLE X025

Value	Short text
0	Transfer in summarized form
1	Store in RT in summarized form
2	Summarized allocation according to C1 indicator
3	Summarized allocation according to C2 indicator
6	Transfer unchanged

### Processing Class 05: Create Net Remuneration and Total Expenditure: CYCLE X030

Value	Short text
0	Store in RT without split indicator
1	Addition in statutory net amount and total expenditure
3	Transfer in summarized form
4	Summarized storage in RT and subtraction in net
5	Summarized storage in RT and addition in total expenditure

### Processing Class 06: Enter Wage Type from Old Payroll Account in LRT: CYCLE X006

**Processing Classes**

Value	Short text
0	Wage type is not transferred
1	Wage type is taken from previous payroll
2	Wage type is taken from same year

**Processing Class 10: Mark Wage Types for Monthly Factoring: CYCLE XVAL**

Value	Short text
0	No reduction
1	Reduction with factor /801
2	Reduction with factor /802
3	Reduction with factor /803
4	Reduction with factor /804
5	Reduction with factor /805
6	Reduction with factor /806
7	Reduction with factor /807
8	Reduction with factor /808
9	Reduction with factor /809
A	Reduction with factor /801, with rounding 005

**Processing Class 15: Valuation Acc.to the Principle of Averages: CYCLE G016**

Value	Short text
0	Remove wage type
1	Average processing type 01 (over 6 periods)
2	Average processing type 02 (reserved for SMP)
3	Average processing type 03 (reserved for SSP)
4	Average processing type 04
A	Valuation of averages using fixed values over 3 months

**Processing Class 17: Overtime Compensation (in Pers.Calc.Rule TC10 or TC20)**

Value	Short text
0	Store wage type (TC10)
1	Compensation 1:1, bonuses remunerated (TC10)
2	Compensation ratio 1:1 (TC10)
3	Compensation ratio 1:1.25 (TC10)
4	Compensation ratio 1:1.5 (TC10)
5	Compensation ratio 1:2 (TC10)

Processing Classes

6	Compensation key decisive (1:1) (TC10)
7	Compensation key decisive (1:1.25) (TC10)
8	Compensation key decisive (1:1.5) (TC10)
9	Compensation key decisive (1:2) (TC10)
A	Remuneration (TC20)
B	Compensation ratio 1:1 and overtime bonus remunerated (TC20)
C	Compensation with factor from wage type percentages (TC20)
D	Compensation key decisive. Default as for A (TC20)
E	Compensation key decisive. Default as for B (TC20)
F	Compensation key decisive. Default as for C (TC20)
V	Remuneration with addition in overtime time type

**Processing Class 18: Process Work-Center-Related Remuneration**

**Processing Class 20: Cumulation and Storage at End of Gross Part: CYCLE X023**

Value	Short text
1	Transfer unchanged
2	Eliminate wage type
3	RT storage and cumulation
4	RT storage without splits
5	RT storage with ESG for PCR and A split
6	RT storage with A split
7	Transfer in summarized form
8	Route as is and cumulate
9	Summarized RT storage and cumulation

**Processing Class 24: Control of Bank Transfers: CYCLE X055**

Value	Short text
0	Effect transfer up to net pay only
1	Always effect transfer in full

**Processing Class 25: Processing at End of Payments/Deductions: CYCLE X045**

Value	Short text
0	Transfer unchanged
1	Summarized RT storage with transfer indicator

**Processing Class 30: Cumulation Update: CYCLE X080**

Value	Short text

**Processing Classes**

0	Wage type must not be cumulated
1	Amt and no. of wage type to be cumulated in current year
2	BETRG of wage type must be cumulated in current year
3	ANZHL of wage type must be cumulated in current year

**Processing Class 31: Breakdown of Month. Lump Sums f. Cost Distribut.: CYCLE XCM0**

Value	Short text
0	WT does not lead to cost center debits/credits
1	Calculate paid non-working time, differentiated
2	Calculate paid non-working time, totalled
3	Calculate paid non-work and unpaid absence time

**Processing Class 32: Transfer Wage Types to FI / CO**

Value	Short text
0	Not relevant to FI/CO
1	Post financial acc. +/- to D/C
2	Post financial acc. +/- to C/D
3	Post customer acc. +/- to D/C
4	Post customer acc. +/- to C/D
5	Post vendor acc. +/- to D/C
6	Post vendor acc. +/- to C/D
7	Customers (loan) +/- to D/C
8	Customers (loan) +/- to C/D
A	Post cost acc. +/- to D/C
B	Post cost acc. +/- to C/D
C	Post financial account twice
D	Post cost account twice
E	Cost account and financial account
F	Financial account and cost account

**Processing Class 35: Shift Change Comp. for Substitutions (not yet used)**

Value	Short text
0	Wage type is not included in the calculation
1	Wage type included in the calculation with bonuses
2	Only bonuses are included in the calculation

**Processing Class 38: Change in Loan Balances (not yet used)**

Processing Classes

Value	Short text
0	The wage type does not affect the loan balance
1	The wage type is subtracted from the loan balance
2	The wage type is added to the loan balance

**Processing Class 42: Final Processing f. Gross-Net PA Split (not yet used)**

Value	Short text
0	Wage type is stored in ET
1	Wage type is stored in DFT

**Processing Class 43: Initial Processing of Net if G/N (not yet used)**

Value	Short text
0	Wage type is stored from BRT in RT
1	Wage type is stored from BRT in IT
2	Wage type is neither stored in IT nor in RT

**Processing Class 44: Enter WTy from Old Payroll Account in LRT (not yet used)**

Value	Short text
0	Wage type is not transferred
1	Wage type is taken from previous payroll
2	Wage type is taken from same year
3	Wage type is not transferred if certain master data change
4	Wage type is transferred from the same year (storage RT)

**Processing Class 45: Enter WTy from VD in IT or Vice Versa (not yet used)**

Value	Short text
1	
2	
3	
4	

**Processing Class 46: Process Time Tickets for Incentive Wage Earners: CYCLE XW10**

Value	Short text
1	
2	

**Processing Class 47: Special Processing of Variable Payments/Deducts: CYCLE X011**

Value	Short text
A	Special processing

**Processing Class 61: Deduct GB Court Orders from Net: CYCLE G041**

**Processing Classes**

Value	Short text
0	Placing in RT with 3 split
1	GB Court order deductions to find net pay
2	Passed on unchanged
3	Discard

**Processing Class 62: Deduct from Taxable Pay: CYCLE G031**

Value	Short text
0	Pass on unchanged
1	Place in RT without split
2	Pre-tax deduction & standard contribution
3	Pre-tax deduction & AVC
4	Add to taxable pay and pass on without splits

**Processing Class 63: GB Deductions from Working Net Pay: CYCLE G032**

Value	Short text
0	Pass on unchanged
1	Place in RT without splits
2	Deduct from working net pay & arrest. earnings without splits
3	Add to working net pay & arrest. earnings without splits
4	Deduct from working net pay without splits
5	Add to working net pay without splits
6	

**Processing Class 64: GB SSP/SMP Absence Amounts: CYCLE G051**

Value	Short text
1	Pass wage type to RT without absence split
2	Pass wage type to RT (no splits)
3	Add wage type to total SSP and pass to RT
4	Add wage type to total SSP
5	Add wage type to total SMP and pass to RT
6	Add wage type to total SMP

**Processing Class 65: Cumulation After Gross Up: CYCLE G021**

Value	Short text
0	Pass on unchanged
1	Place into RT

Processing Classes

2	Cumulate and place into RT
3	Discard

## Cumulations

**Cumulations**

Number	Wage type	Wage type text
01	/101	Total gross
05	/105	Working net pay
09	/109	Cumulated overtime
10	/110	Net Dedns/payments
11	/111	Pensionable pay
12	/112	Widows, orphans fund
21	/121	Taxable pay
24	/124	Pre-tax deductions
31	/131	Nlable pay
32	/132	Regular Nlable pay
33	/133	Irregular Nlable pay
34	/134	Co.car: paymts privte use
35	/135	Co.car: Fuel reimbursemts
41	/141	Arrestable earnings

## Evaluation Classes

### Evaluation Class 01: Assignment of Wage Types to Symbolic Accounts

Value	Short text
20	Direct labor costs
21	
22	
26	Recalculation difference
27	Overpayment
30	Salaries
31	Overtime payments
32	Allowances
34	Standard vacation bonus
35	Standard annual benefits
40	National Insurance
45	Company pension plan
46	
D0	Amount payable
D1	Tax payable
D2	National Insurance payable
D3	Court orders payable
D4	Union dues payable
D5	Deductions payable
PA	
VB	
VC	
VF	National Insurance contributions
VG	
VH	
VP	
VR	
VV	
VX	
X0	Travel management

**Evaluation Classes****Evaluation Class 02: Wage Types for Form Printout**

Value	Short text
00	No printing on form
01	Print control for personal payments / deductions
02	Print control for w.types that flow into gross amt. (/101)
03	FREE
04	FREE
05	FREE
06	FREE
07	FREE
08	FREE
09	FREE
F1	Print control for w.types that flow into gross amt. (/101)
F2	Print control for w.types that flow into gross amt. (/101)
F3	Print control for personal net payments
F4	Print control for personal net deductions

**Evaluation Class 04: Assignment of Wage Types to Symbolic Accounts**

Value	Short text
20	Salaries/wages
D1	PAYE
D2	National Insurance
D3	Pension fund

**Evaluation Class 11: Taxable Benefits**

Value	Short text
A1	Assets transferred: cost/market value
A2	Assets transferred: amount made good or from which tax deducted
B	Payments made on behalf of employee
BA	Tax on notional payments not borne by employee within 30 days
C1	Vouchers and credit cards: gross amount
C2	Vouchers and credit cards: amount made good or from which tax ded.
D	Accommodations
E1	Mileage allowance: gross amount
E2	Mileage allowance: amount made good or from which tax deducted
EX	Mileage allowance: both for gross and net amount

Evaluation Classes

G	Vans
I	Mobile telephones
J1	Private medical treatment or insurance: cost to employer
J2	Private medical treatment or insurance: amount made good or tax ded
K	Qualifying relocation expenses payments and benefits
L1	Services supplied: cost to employer
L2	Services supplied: amount made good or from which tax deducted
M1	Assets placed at employee's disposal: annual value plus expenses
M2	Assets placed at employee's disposal: amount made good or tax ded.
N	Shares
OA	Other items: subscriptions and professional fees: cost to employer
OB	Other items: subscriptions and professional fees: amt.made good
OC	Other items: others: cost to employer
OD	Other items: others: amount made good or from which tax deducted
OE	Other items: income tax paid but not deducted from director's rem.
PA	Expenses payments: travelling & subsistence: gross amount
PB	Expenses payments: travelling & subsistence: amount made good
PC	Expenses payments: entertainment: gross amount
PD	Expenses payments: entertainment: amount made good or tax deducted
PE	Expenses payments: gen.allowance for business travel: gross amount
PF	Expenses payments: gen.allowance for business travel: amt.made good
PG	Expenses payments: payments for home phone: gross amount
PH	Expenses payments: payments for home phone: amount made good
PI	Expenses payments: non-qual.relocation expenses: gross amount
PJ	Expenses payments: non-qual.relocation expenses: amt.made good
PK	Expenses payments: other expenses: gross amount
PL	Expenses payments: other expenses: amount made good or tax deducted
PX	Expenses payments: entertainment: for both gross and net

**Evaluation Class 12: Pensions and Court Order Cumulations for Data Take-On**

Value	Short text
C	Court order payments
PE	Employee's pension contributions
PF	Employee's FSAVCs

**Evaluation Classes**

PR	Employer's pension contributions
PV	Employee's AVCs

**Evaluation Class 15: Payroll Results Check Tool Screen Control**

Value	Short text
A	Gross Payment window
B	Other Payment window
C	Total Deducts window
D	Net Pay window
E	Employer Cost window
F	Gross Payment window (negative)
G	Other Payment window (negative)
H	Total Deducts window (negative)
I	Net Pay window (negative)
J	Employer Cost window (negative)
A	Payroll Results Check screen
AA	Payroll Results Check screen, Gross Payment window
AB	Payroll Results Check screen, Other Payment window
AC	Payroll Results Check screen, Total Deducts window
AD	Payroll Results Check screen, Net Pay window
AE	Payroll Results Check screen, Employer Cost window
AF	Payroll Results Check screen, Gross Payment window (negative)
AG	Payroll Results Check screen, Other Payment window (negative)
AH	Payroll Results Check screen, Total Deducts window (negative)
AI	Payroll Results Check screen, Net Pay window (negative)
AJ	Payroll Results Check screen, Employer Cost window (negative)

## Model Wage Types

The wage types listed in the tables below can be used in infotype 08 (*Basic Pay*), infotype 14 (*Recurring Payments/Deductions*), or infotype 15 (*Additional Payments*).

Wage type	Taxable	Niable	Pensionable
A001	Yes	Yes	Yes
A002	Yes	Yes	No
A003	Yes	No	Yes
A004	Yes	No	No
A005	No	Yes	Yes
A006	No	Yes	No
A007	No	No	Yes
A008	No	No	No

### Deduction Wage Types

Wage type	Pre-Tax Deduction	Pre-NI Deduction	Pre-Pension Deduction
A011	Yes	Yes	Yes
A012	Yes	Yes	No
A013	Yes	No	Yes
A014	Yes	No	No
A015	No	Yes	Yes
A016	No	Yes	No
A017	No	No	Yes
A018	No	No	No

These are basically implemented by setting the various cumulations on the wage type. See the [list of cumulations \[Page 100\]](#).

## Wage Types in Units

To enable wage types to be calculated in units, the following are required:

- Personnel calculation rule G011 (was previously X011) in the schema G000, subschema GAP0
- The default rate of £15 per hour has been entered in table T510S



You can also add any other default amount per standard unit in table T510S. If necessary, the user can overwrite this default amount on the infotype.

**Model Wage Types**

<b>Wage type (in units of hours)</b>	<b>Taxable</b>	<b>Niable</b>	<b>Pensionable</b>
A021 at £15	Yes	Yes	Yes
A022 at £15	No	No	No