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# PeopleSoft HCM 9.2: PeopleSoft Global Payroll for Argentina

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**April 2022**

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# Preface

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## Understanding the PeopleSoft Online Help and PeopleBooks

The PeopleSoft Online Help is a website that enables you to view all help content for PeopleSoft applications and PeopleTools. The help provides standard navigation and full-text searching, as well as context-sensitive online help for PeopleSoft users.

### Hosted PeopleSoft Online Help

You can access the hosted PeopleSoft Online Help on the [Oracle Help Center](#). The hosted PeopleSoft Online Help is updated on a regular schedule, ensuring that you have access to the most current documentation. This reduces the need to view separate documentation posts for application maintenance on My Oracle Support. The hosted PeopleSoft Online Help is available in English only.

To configure the context-sensitive help for your PeopleSoft applications to use the Oracle Help Center, see [Configuring Context-Sensitive Help Using the Hosted Online Help Website](#).

### Locally Installed Help

If you're setting up an on-premise PeopleSoft environment, and your organization has firewall restrictions that prevent you from using the hosted PeopleSoft Online Help, you can install the online help locally. See [Configuring Context-Sensitive Help Using a Locally Installed Online Help Website](#).

### Downloadable PeopleBook PDF Files

You can access downloadable PDF versions of the help content in the traditional PeopleBook format on the [Oracle Help Center](#). The content in the PeopleBook PDFs is the same as the content in the PeopleSoft Online Help, but it has a different structure and it does not include the interactive navigation features that are available in the online help.

### Common Help Documentation

Common help documentation contains information that applies to multiple applications. The two main types of common help are:

- Application Fundamentals
- Using PeopleSoft Applications

Most product families provide a set of application fundamentals help topics that discuss essential information about the setup and design of your system. This information applies to many or all applications in the PeopleSoft product family. Whether you are implementing a single application, some combination of applications within the product family, or the entire product family, you should be familiar with the contents of the appropriate application fundamentals help. They provide the starting points for fundamental implementation tasks.

In addition, the *PeopleTools: Applications User's Guide* introduces you to the various elements of the PeopleSoft Pure Internet Architecture. It also explains how to use the navigational hierarchy, components, and pages to perform basic functions as you navigate through the system. While your application or implementation may differ, the topics in this user's guide provide general information about using PeopleSoft applications.

## Field and Control Definitions

PeopleSoft documentation includes definitions for most fields and controls that appear on application pages. These definitions describe how to use a field or control, where populated values come from, the effects of selecting certain values, and so on. If a field or control is not defined, then it either requires no additional explanation or is documented in a common elements section earlier in the documentation. For example, the Date field rarely requires additional explanation and may not be defined in the documentation for some pages.

## Typographical Conventions

The following table describes the typographical conventions that are used in the online help.

<b><i>Typographical Convention</i></b>	<b><i>Description</i></b>
<b>Key+Key</b>	Indicates a key combination action. For example, a plus sign (+) between keys means that you must hold down the first key while you press the second key. For <b>Alt+W</b> , hold down the <b>Alt</b> key while you press the <b>W</b> key.
... (ellipses)	Indicate that the preceding item or series can be repeated any number of times in PeopleCode syntax.
{ } (curly braces)	Indicate a choice between two options in PeopleCode syntax. Options are separated by a pipe ( ).
[ ] (square brackets)	Indicate optional items in PeopleCode syntax.
& (ampersand)	When placed before a parameter in PeopleCode syntax, an ampersand indicates that the parameter is an already instantiated object.  Ampersands also precede all PeopleCode variables.
⇒	This continuation character has been inserted at the end of a line of code that has been wrapped at the page margin. The code should be viewed or entered as a single, continuous line of code without the continuation character.

## ISO Country and Currency Codes

PeopleSoft Online Help topics use International Organization for Standardization (ISO) country and currency codes to identify country-specific information and monetary amounts.

ISO country codes may appear as country identifiers, and ISO currency codes may appear as currency identifiers in your PeopleSoft documentation. Reference to an ISO country code in your documentation does not imply that your application includes every ISO country code. The following example is a country-specific heading: "(FRA) Hiring an Employee."

The PeopleSoft Currency Code table (CURRENCY\_CD\_TBL) contains sample currency code data. The Currency Code table is based on ISO Standard 4217, "Codes for the representation of currencies," and also relies on ISO country codes in the Country table (COUNTRY\_TBL). The navigation to the pages where you maintain currency code and country information depends on which PeopleSoft applications you are using. To access the pages for maintaining the Currency Code and Country tables, consult the online help for your applications for more information.

## Region and Industry Identifiers

Information that applies only to a specific region or industry is preceded by a standard identifier in parentheses. This identifier typically appears at the beginning of a section heading, but it may also appear at the beginning of a note or other text.

Example of a region-specific heading: "(Latin America) Setting Up Depreciation"

### Region Identifiers

Regions are identified by the region name. The following region identifiers may appear in the PeopleSoft Online Help:

- Asia Pacific
- Europe
- Latin America
- North America

### Industry Identifiers

Industries are identified by the industry name or by an abbreviation for that industry. The following industry identifiers may appear in the PeopleSoft Online Help:

- USF (U.S. Federal)
- E&G (Education and Government)

## Translations and Embedded Help

PeopleSoft 9.2 software applications include translated embedded help. With the 9.2 release, PeopleSoft aligns with the other Oracle applications by focusing our translation efforts on embedded help. We are not planning to translate our traditional online help and PeopleBooks documentation. Instead we offer very direct translated help at crucial spots within our application through our embedded help widgets. Additionally, we have a one-to-one mapping of application and help translations, meaning that the software and embedded help translation footprint is identical—something we were never able to accomplish in the past.

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## Using and Managing the PeopleSoft Online Help

Select About This Help in the left navigation panel on any page in the PeopleSoft Online Help to see information on the following topics:

- Using the PeopleSoft Online Help.
- Managing hosted Online Help.
- Managing locally installed PeopleSoft Online Help.

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## Related Links for PeopleSoft HCM

[Oracle Help Center](#)

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[PeopleSoft Information Portal](#)

[My Oracle Support](#)

[PeopleSoft Training from Oracle University](#)

[PeopleSoft Video Feature Overviews on YouTube](#)

[PeopleSoft Business Process Maps \(Microsoft Visio format\)](#)

[HCM Abbreviations](#)

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## Contact Us

Send your suggestions to [psft-infodev\\_us@oracle.com](mailto:psft-infodev_us@oracle.com).

Please include the applications update image or PeopleTools release that you're using.

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## Chapter 1

# Getting Started with Global Payroll for Argentina

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## Global Payroll for Argentina Overview

Global Payroll for Argentina delivers elements, rules, pages, processes, and reports that work with the PeopleSoft Global Payroll core application to form a complete payroll package for Argentina. Using Global Payroll for Argentina, you can perform the following processes:

- Define earnings.

Earnings include the base salary, Annual Bonus (SAC), overtime, nightly overtime, and different leaves.

- Define deductions.

Deductions include retirement, INSSJP (National Institute of Social Services for Retirees and Pensioners), and Social Security.

- Define and process garnishments.
- Calculate and process Social Security and income tax.
- Track absences and vacations for employees.
- Calculate termination pay and adjust or reverse an employee's check.
- Generate payslips, process banking, and generate reports.

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## Global Payroll for Argentina Business Processes

Global Payroll for Argentina provides these business processes:

- Earnings.
- Annual Bonus (SAC).
- Average salary.
- Overtime.
- Nightly overtime.
- Deductions.
- Garnishments.

- Social Security.
- Income tax.
- Annual Income Tax adjustment.
- Absences.
- Vacations.
- Termination pay.
- Net-to-gross payments.
- Payslips.
- Banking.
- SICOSS (Sistema de Cálculos de Obligaciones de la Seguridad Social).
- SICORE (Sistema de Control de Retenciones).
- Form. 649 AFIP.
- Legal Book Law 20744 Art. 52.

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## Global Payroll for Argentina Integrations

Global Payroll for Argentina integrates with these applications through the core Global Payroll application:

- PeopleSoft HR.
- PeopleSoft Time and Labor.
- PeopleSoft General Ledger.

Integration considerations are discussed in the core Global Payroll documentation.

### Related Links

"Understanding Payee Data" (PeopleSoft Global Payroll)

PeopleSoft Time and Labor

"Understanding the General Ledger Interface" (PeopleSoft Global Payroll)

"Understanding the General Ledger Interface" (PeopleSoft Global Payroll)

## Chapter 2

# Understanding Global Payroll for Argentina

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## Global Payroll for Argentina Business Processes

Global Payroll for Argentina supports these business processes:

- Earnings

Global payroll for Argentina enables you to define and process different types of earnings, including base salary, bonuses, overtime, nightly overtime, and net salary with grossing up.

- Aguinaldo (Complementary Annual Bonus)

You can calculate the Aguinaldo to be paid to employees. Aguinaldo amounts are based on the best salary in the last half-year and are prorated according to the number of days worked during this period.

This Complementary Annual Bonus is paid in June and December (half of the best salary, prorated based on the number of worked days in the half year period). Aguinaldo can be paid either with the monthly salaries in a regular payroll, or through a special payroll process. The payroll process includes the calculation process for this annual bonus only when the value of the variable SAC VR PAG EN JUN? or SAC VR PAG EN DIC? is "1" (true) for the corresponding calendar.

This Complementary Annual Bonus is paid in June and December (half of the best salary, prorated based on the number of worked days in the half year period). Aguinaldo can be paid either with the monthly salaries in a regular payroll, or through a special payroll. The payroll process includes the calculation process for this annual bonus only when the value of the variable SAC VR PAG EN JUN? or SAC VR PAG EN DIC? is 1(true) for the corresponding calendar.

- Overtime

Define the hourly rate value per month using the value of a simple hour.

- Deductions

Global Payroll for Argentina enables you to define and process many different types of deductions for Argentina including before tax, after tax, and non-taxable deductions. Examples of deductions include garnishments and litis expenses.

- Social Security

Global Payroll for Argentina can calculate and process different aspects of Social Security, including retirement, INSSJP, and Social Security. You can generate several Social Security reports and interfaces, including SICOSS (*Sistema de Cálculos de Obligaciones de la Seguridad Social*).

- Income Tax

Global Payroll for Argentina enables you to calculate income tax and you can generate the interface SICORE.

- Annual Income Tax Adjustment

Global Payroll for Argentina enables you to process the calculation of the year-end tax and determine whether the company has retained the right tax amount during the monthly processes.

- Absences

You can track and define different types of absences including maternity leave, general illness, study leave, and so on. You can create rules for other absence types, such as for paid-permitted and unpaid-permitted and for overlapping absences (such illness during vacation).

- Vacations

Global Payroll for Argentina enables you to record and track vacations. You can generate vacation entitlements and so on.

- Grossing Up

Global Payroll for Argentina enables you to assign a net pay salary to an employee. To do so, a net pay code rate and a net pay eligibility group (both delivered) should be assigned to the employee. The payroll process compensates the difference between the gross and the net established in a special earning.

- Termination pay

You can calculate the final check amount for terminated employees.

- Payslips

You can generate payslips using Global Payroll for Argentina. If you purchased PeopleSoft ePay, your employees can view their payslips on line.

- Banking

You can define source bank and payee bank information. You can run the banking process and specify payment instructions to the bank. The system generates flat files for two Argentina banks: Nacion and Galicia.

- Legal Book

You can generate the legal book provided for Art. 52 Law 20744.

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## Delivered Elements for Argentina

Global Payroll defines each business process for Argentina in terms of delivered elements and rules. Some of these elements and rules are specifically designed to meet legal requirements, while others support common or customary payroll practices.

These topics discuss:

- Delivered element creation.
- Element ownership and maintenance.

## Delivered Element Creation

All of the elements delivered as part of the country extension were created using the core application—the same application used to create additional elements and configure existing elements delivered as part of the Global Payroll system. Because the tools needed to redefine or create new payroll elements are fully documented in the core application documentation, the information is not discussed here. Rather, this document briefly reviews the relationship between the core application, which contains the tools you need to define your own elements, and the country extensions, which contain country-specific rules and elements defined by PeopleSoft.

The Core application:

- Consists of a payroll rules engine.

The rules engine is a flexible tool that enables users to define the rules of their payroll system and perform payroll and absence calculations. Global Payroll does not embed payroll-specific logic or computations in application code. Instead, it specifies all business application logic (such as earnings, deductions, absences, and accumulators) in terms of payroll rules. Global Payroll enables you to enter and maintain payroll rules through a set of pages and offers comprehensive features that enable you to work in your preferred language or currency.

- Provides a payroll-processing framework.

The payroll-processing framework provides a flexible way to define and run payroll and absence processing flows (such as calendars, run types, pay periods, and process lists).

- Country extensions:

- Are built using the core application.
- Consist of statutory and customary objects, such as country-specific payroll rules, elements, payroll processes, reports, pages, and self-service applications.

## Element Ownership and Maintenance

The delivered elements of the Global Payroll country extension for Argentina are classified based on whether they are owned and maintained by the user or predefined in the PeopleSoft system. Some elements are predefined in the PeopleSoft system and cannot be modified or reconfigured. Others can be configured to meet requirements that are unique to a particular organization.

## Element Ownership in Global Payroll

This table lists and describes the five categories of element ownership:

<b>Term</b>	<b>Definition</b>
PS Delivered/Maintained (PeopleSoft-delivered and maintained)	Elements delivered and maintained on an ongoing basis by Oracle.
PS Delivered/Not Maintained (PeopleSoft-delivered but not maintained)	Elements delivered by Oracle that the customer must maintain. This category consists primarily of either customary, nonstatutory rules, or statutory elements that customers may want to define according to a different interpretation of the rules. Although Oracle may occasionally update elements defined as <i>PS Delivered/Not Maintained</i> , you are not required to apply these updates.
Customer Maintained	Elements created and maintained by your organization. Oracle does not deliver rules defined as Customer Maintained.
PS Delivered/Customer Modified (PeopleSoft-delivered and customer-maintained)	Elements that were originally PS Delivered/Maintained elements over which the customer has decided to take control. This change is irreversible.
PS Delivered/Maintained/Secure	Delivered elements that the customer can never modify or control.

## Element Ownership in Global Payroll for Argentina

Of the five ownership types described here, Global Payroll for Argentina defines elements only as *PS Delivered/Not Maintained*. This enables you to modify, update, and reconfigure delivered elements to meet your own unique requirements.

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## Element Naming Conventions in Argentina

Understanding the naming convention that is developed for PeopleSoft-delivered elements can help you determine how an element is used, the element type, and the functional area it serves.

These topics discuss:

- Naming conventions.
- Functional area codes.
- Element type codes (PIN\_TYPE).

### Naming Conventions

These topics discuss the naming conventions for:

- Primary elements.



- Supporting elements.
- Component names (suffixes).
- Element abbreviations.

## Primary Elements

Primary elements, such as earnings, deductions, absence take, and absence entitlement elements, do not contain functional area codes or element type codes in their names. Primary elements have names that identify their functions and element types without the use of additional codes.

For example, the name of the earnings element SALARY identifies this element as earnings (Salary) and, more specifically, as a salary element.

## Supporting Elements

For supporting elements (such as variables, formulas, dates, and durations), PeopleSoft Global Payroll for Argentina uses this naming convention: FF TT NAME.

- FF: Functional area code.
- TT: Type of supporting element.
- NAME: Based on a term in Spanish and provides a further means of identifying the element.

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**Note:** This naming convention applies to these element types: arrays, brackets, counts, dates, durations, formulas, rate codes, variables, historical rules, fictitious calculation rules, proration rules, rounding rules, writable arrays, and generation control conditions.

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## Component Names (Suffixes)

In Global Payroll for Argentina, suffixes are used to name the components of earnings and deduction elements. When you create an earning, deduction, or absence element in Global Payroll, you must define the components that make up the element, such as base, rate, unit, and percentage. The system automatically generates the components and accumulators for the element based on the calculation rule or accumulator periods that are used. The system also names the components and accumulators by appending a suffix to the element's name.

For example, suppose that you define the EARN1 earnings element with the following calculation rule:

```
EARN1 = Rate x Unit
```

The system automatically creates two additional elements for the components in the calculation rule by appending the suffixes `_RATE` and `_UNIT` to the name of the earning:

- Rate element: EARN1\_RATE.
- Unit element: EARN1\_UNIT.

In Global Payroll for Argentina, all components and accumulators include the separator and country designation, `_ARG`.

In Global Payroll, all suffixes fall into one of the following types:

- Separator.
- Earnings or deductions component suffixes.
- Earnings or deductions accumulator suffixes.
- Deduction arrears component suffixes.
- Deduction arrears accumulator suffixes.
- Deduction recipient suffixes.
- Absence entitlement component suffixes.
- Absence entitlement accumulator suffixes.

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**Note:** To view all of the suffixes defined for Argentina, use the Element Suffixes page in Global Payroll.

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See "Defining Suffixes" (PeopleSoft Global Payroll).

### Element Abbreviations

Many Argentinean elements contain abbreviations that provide additional information about their use in the system, beyond that provided by functional area codes or element type codes.

For example, consider the Global Payroll for Argentina duration element GEN DR AÑOS SERV:

- The functional area code GEN indicates that this element is used across various functional areas.
- The element type code DR identifies the element as a duration element.
- The abbreviation AÑOS SERV (Service Years) provides additional information about how the element measures time.

As you become more familiar with the payroll rules created for Argentina, these abbreviations can help you further identify and understand the role played by each element.

This table lists the most common abbreviations used for element names in Global Payroll for Argentina:

<b>Abbreviation</b>	<b>Spanish</b>	<b>English</b>
#	Número	Number
%	Porcentaje	Percentage
ACT	Actual	Current
ACUM	Acumulado	Balances
SAC	Aguinaldo	Annual Bonus

<b>Abbreviation</b>	<b>Spanish</b>	<b>English</b>
ANU	Anual	Annual
ANV or ANIV	Aniversario	Anniversary
ASIG	Asignar	Assign
ASIST	Asistencia	Assistance
CAL	Calendario	Calendar
CALC	Cálculo	Calculation process
CIA	Compañía	Company
DED	Deducción	Deduction
DEV	Devolución	Return
DIF	Diferencia	Difference
EFE	Efectivo	Cash
EXC or EXCE	Excedente	In excess
EXE or EXENT	Exento	Nontaxable
FIJ	Fijo	Fix
FRE or FREC	Frecuencia	Frequency
GR, GRAV, GRAVA, or GRAVAD	Gravable	Taxable
IMP	Impuesto o Importe	Tax or amount
INC or INCAP	Incapacidad	Disability
ING	Ingresos	Earnings

<b>Abbreviation</b>	<b>Spanish</b>	<b>English</b>
LIM	Límite	Limit or Boundary
LIQ or LIQUIDAC	Liquidación	Layoff
MIN	Mínimo	Minimum
NEG	Negativo	Negative
PER	Periodo	Period
PERC	Percepciones	Earnings
PRM or PROM	Promedio	Average
PROP	Proporción o Proporcional	Proportion or proportional
RET	Retención	Retention
RETRO	Retroactivo	Retroactive
RNG	Rango	Rank
RSGO	Riesgo	Risk
SAL	Salario	Salary
SDO	Sueldo	Salary
SEGM	Segmento	Segment
SUB	Subsidio	Subsidy
TOT	Total	Total
TRA or TRAB	Trabajado	Worked
ULT	Último	Last

<b>Abbreviation</b>	<b>Spanish</b>	<b>English</b>
UNI or UNID	Unidades	Units
VAC or VACAC	Vacaciones	Vacations
VAR or VARIAB	Variable	Variable
X	Por	Per

## Functional Area Codes

Many elements include a three-letter functional area code in their names. This code identifies the functional area supported by an element.

This table lists the functional area codes used in the names of Global Payroll for Argentina elements:

<b>Functional Area Code</b>	<b>Description (Spanish, English)</b>
GAN	Ganancias(income tax)
SAC	Sueldo Anual Complementario o Aguinaldo(annual bonus)
AUS	Ausentismo(absences)
DED	Deducciones(deductions)
GEN	General - Independiente de área funcional(general use independent of functional area)
OBS	Obra Social(social security - health care)
BAJ	Bajas y Liquidaciones Finales(terminations)
EMB	Embargos y Litis expenses(garnishments)
PER	Percepciones(earnings)
GRS	Grossing Up(gross-up earnings)
JUB	Jubilación(social security - retirement plans)

<b>Functional Area Code</b>	<b>Description (Spanish, English)</b>
LIC	Licencias(leaves)
VAC	Vacaciones(vacations)
FAM	Asignaciones Familiares(family allowances)

### Element Type Codes (PIN\_TYPE)

This table contains the codes for all element types. Because Global Payroll for Argentina is not delivered with all element types, some of the following codes do not appear in the names of Global Payroll for Argentina elements:

<b>Element Type</b>	<b>Description</b>
AE	Absence entitlement
AT	Absence take
AC	Accumulator
AR	Array
AA	Auto assigned
BR	Bracket
CT	Count
DT	Date
DD	Deduction
DR	Duration
ER	Earnings
EG	Element group

<b><i>Element Type</i></b>	<b><i>Description</i></b>
EM	Error message
FC	Fictitious calculation
FM	Formula
GC	Generation control
HR	Historical rule
PR	Process
PO	Proration rule
RC	Rate code
RR	Rounding rule
SE	Section
SY	System element
VR	Variable
WA	Writable array

---

## Viewing Delivered Elements for Argentina

The PeopleSoft system delivers a query that you can run to view the names of all delivered elements designed for Global Payroll for Argentina. Instructions for running the query are provided in the PeopleSoft Global Payroll documentation.

### Related Links

"Understanding How to View Delivered Elements" (PeopleSoft Global Payroll)





## Chapter 3

# Updating Absences

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## Understanding Absence Entry in Global Payroll for Argentina

These topics provide an overview of absences and discuss:

- Absence entitlements.
- Absence types.

### Understanding Absences

Global Payroll for Argentina delivers predefined rules for processing absences due to vacation, illness, maternity, work accidents, and other reasons. These rules are designed in accordance with Argentina's statutory requirements. You can modify many of these rules to reflect the absence policies specific to your organization.

This topic supplements the absence documentation provided in the PeopleSoft Global Payroll documentation. Before you begin reading about absence functionality in Global Payroll for Argentina, you should read the absence topics of the PeopleSoft Global Payroll documentation to develop a basic understanding of the concepts behind Global Payroll absence processing.

An absence is any event for which an employee fails to comply with the scheduled work time. Absences must be recorded in the system so that the appropriate adjustments are made to an employee's salary. Absences are also recorded to keep track of an employee's absence history.

Global Payroll has two types of absence elements:

- An *absence entitlement* is the amount of paid time off that a payee is entitled to take for each category of absence.

For example, payees may be entitled to receive 10 days of paid time off each year because of school exams.

- An *absence take* is the amount of time off that a payee takes.

### Absence Entitlements

The following table lists absence entitlements for Global Payroll for Argentina:

<b>Element Name</b>	<b>Description</b>
ACC A/C ART	Accident Labor Risks Assurance
ACC A/C EMP	Accident charged to employer

<b><i>Element Name</i></b>	<b><i>Description</i></b>
ENFERMEDAD	Sickness entitlement
EXAMEN	Study entitlement
FALL FAM DIR	Close relative death leave entitlement
FALL HERMANO	Sibling death leave entitlement
MATERNIDAD	Maternity entitlement
MATRIMONIO	Marriage entitlement
NACIMIENTO	Birth entitlement
VACACIONES	Vacations entitlement
SIN SUELDO	Leave without pay

### **Accident Labor Risks Assurance and Accident Charged to Employer**

An employee takes this absence entitlement until he or she can return to the workplace or until declaring a total, permanent work disability.

The employer pays for the first ten days of this absence type. Then the ART (Labor Risk Insurance) Company handles the remaining payments.

### **Sickness Entitlement**

The length of time that an employee can use this entitlement depends on the employee's seniority and whether the employee has any dependents. The following table describes the effect of these factors on the length of the entitlement:

<b><i>Seniority</i></b>	<b><i>Dependents</i></b>	<b><i>Length of Sickness Entitlement (Months)</i></b>
Fewer than five years.	No	3
Fewer than five years.	Yes	6
More than five years.	No	6

<b>Seniority</b>	<b>Dependents</b>	<b>Length of Sickness Entitlement (Months)</b>
More than five years.	Yes	12

### **Study Entitlement**

An employee can use a maximum of two days for each exam, and a maximum of ten days per calendar year.

### **Close Relative Death Leave Entitlement**

An employee can use a maximum of three days for each qualifying event.

### **Sibling Death Leave Entitlement**

Employees are eligible for a maximum of one day.

### **Maternity Entitlement**

Employees can use up to ninety days for this entitlement. Commonly, employees take forty-five days of this entitlement before childbirth and forty-five days afterward.

### **Marriage Entitlement**

Employees can use a maximum of ten days for this absence entitlement.

### **Birth Entitlement**

Employees can use a maximum of two days.

### **Vacation Entitlement**

The length of this entitlement corresponds to the number of years the employee has worked. The following table describes the seniority categories and the corresponding vacation days:

<b>Seniority</b>	<b>Vacation Days</b>
Fewer than 180 days ( $< 180$ days).	1 day for every 20 days worked.
Between 180 days and 5 years ( $> 180$ days, $< 5$ years).	14

<b>Seniority</b>	<b>Vacation Days</b>
Five years or more, but fewer than 10 years ( $\geq 5$ years, $< 10$ years).	21
10 years or more, but fewer than 20 years ( $\geq 10$ years, $< 20$ years).	28
20 years or more ( $\geq 20$ years).	35

## Leave Without Pay

The length of this entitlement varies depending on the authorization of the employer.

## Absence Types

Global Payroll for Argentina delivers the following absence types and associated reasons:

<b>Absence Type</b>	<b>Description</b>	<b>Corresponding Absence Take</b>
001	Accident Labor Risks Assurance	Accident Labor Risks Assurance
002	Accident charged to Employer	Accident charged to Employer
003	Sickness Leave	Sickness Leave
004	Study Leave	Study Leave
005	Close Relatives Death Leave	Close Relatives Death Leave
006	Sibling Death Leave	Sibling Death Leave
007	Maternity Leave	Maternity Leave
008	Marriage Leave	Marriage Leave
009	Birth Leave	Birth Leave

<b>Absence Type</b>	<b>Description</b>	<b>Corresponding Absence Take</b>
010	Vacations	Vacations
011	Leave without pay	Leave without pay
012	Absence	Absence
013	Temporary Contract Suspension	Temporary Contract Suspension

Paid absences, such as Accident Labor Risks Assurance, are processed by generating the AUSENCIAS negative earning element and the corresponding absence earning element. Argentinean legislation determines the rate for each absence type, so an absence rate can exceed the employee's daily pay rate.

Absences do not reduce an employee's salary amount. Each paid absence generates:

- A negative AUSENCIAS earning to reduce the salary amount
- An absence earning that pays the employee for the absence.

Legislation determines the absence pay rate.

---

**Note:** Absence takes are limited to 30 days per month. Absences that exceed the absence entitlement are paid with a negative earning (AUS EX LIC) that has a proportional 30 day adjustment rate.

---

For example, an employee takes an Accident Charged to Employer leave from January 1 to January 31. The employee's pay is 2500.00. The following table lists the results:

<b>Element Type</b>	<b>Element Name</b>	<b>Amount</b>	<b>Rate</b>	<b>Unit</b>
Earnings	AUS EXC LIC	-1666.67	-79.365238	21
Earnings	AUSENCIAS	-833.33	83.333333	-10
Earnings	LIC ACC EMP	146.37	14.637133	10

### **Accident Labor Risks Assurance**

The number of days granted to the employee for this absence take is determined by the Accident Labor Risks Assurance entitlement. Entitled days are paid using the LIC ACC ART earning. Exceeding the entitled days results in earning deductions using the Leaves Exceeded Absence earning (AUS EXC LIC).

### **Accident Charged to Employer**

This absence take generates the LIC ACC EMP earning, which contains the number of paid days in the unit component.

This absence take also generates the AUSENCIAS deduction with the same number of units.

### **Sickness Leave**

This absence take generates the LOC ENFERMED earning, which contains the number of paid days in the unit component.

This absence take also generates a negative AUSENCIAS earning with the same number of units.

### **Study Leave**

This absence take generates the LIC EXAMEN earning, which contains the number of paid days in the unit component.

This absence take also generates a negative AUSENCIAS earning with the same number of units.

### **Close Relatives Death Leave**

This absence take generates the LIC FALL FD earning. This element contains the number of paid days in the unit component.

This absence take also generates a negative AUSENCIAS earning with the same number of units.

### **Sibling Death Leave**

This absence take generates the LIC FALL HER deduction. This element contains the number of paid days in the unit component.

This absence take also generates a negative AUSENCIAS earning with the same number of units.

### **Maternity Leave**

This absence take generates the LIC MATERNID earning. This element contains the number of paid days in the unit component.

This absence take also generates a negative SUBSIDIO MAT earning with the same number of units.

### **Marriage Leave**

This absence take generates the LIC MATRIMON earning. This element contains the number of paid days in the unit component.

This absence take also generates a negative AUSENCIAS earning with the same number of units.

### **Birth Leave**

This absence take generates the LIC NACIMIEN earning. This element contains the number of paid days in the unit component.

This absence take also generates a negative AUSENCIAS earning with the same number of units.

## Vacations

This absence take generates the LIC VACATION earning. This element contains the number of paid days in the unit component.

This absence take also generates a negative DESC ANT VAC earning with the same number of units.

## Leave Without Pay

This absence take generates the LIC SIN SUEL earning. This element contains the number of paid days in the unit component. All of the absence take days are considered units of the earning.

## Absence

This absence take generates an AUSENCIAS earning. This element contains the number of absent days in the unit component.

## Temporary Contract Suspension

For COVID purposes, Government enables Contract Suspensions for companies that stopped or reduced their activities. Employees can be suspended for a certain period.

---

## Viewing Delivered Absence Elements

These topics describe the following delivered absence elements in Global Payroll for Argentina:

- Delivered absence earnings
- Delivered absence takes

### Delivered Absence Earnings

The following table lists the delivered absence earnings for Global Payroll for Argentina:

<b><i>Earnings</i></b>	<b><i>Description</i></b>
LIC ACC EMP	Accident charged to Employer
LIC ACC ART	Accident Labor Risks Assurance
LIC ENFERMED	Sickness Leave
LIC EXAMEN	Study Leave
LIC FALL FD	Close Relative Death Leave

<b>Earnings</b>	<b>Description</b>
LIC FALL HER	Sibling Death Leave
LIC FALL FD	Close Relative Death Leave
LIC FALL HER	Sibling Death Leave
LIC MATERNID	Maternity Leave
LIC MATRIMON	Marriage Leave
LIC NACIMIEN	Birth Leave
LIC VACACION	Vacations
AUSENCIAS	Absences
LIC SIN SUEL	Leave without pay
DESC ANT VAC	Advance Discount for Vacation
SUBSIDIO MAT	Subsidy By Maternity
AUS EXC LIC	Leaves Exceeded Absence

### Delivered Absence Takes

The following table lists the delivered absence takes for Global Payroll for Argentina:

<b>Absence Take</b>	<b>Description</b>
USO ACC ART	Accident Labor Risks Assurance
USO ACC EMP	Accident charged to Employer
USO ENFERMED	Sickness Leave
USO EXAMEN	Study Leave



<b>Absence Take</b>	<b>Description</b>
USO FALL FD	Close Relative Death Leave
USO FALL HER	Sibling Death Leave
USO MATERNIDAD	Maternity Leave
USO MATRIMONIO	Marriage Leave
USO NACIMIENTO	Birth Leave
USO VACACIONES	Vacations
USO LIC SIN SUELDO	Leave without pay
AUSENCIA	Absence
EXCED LICENCIA	Leaves Exceeded Absence <hr/> <b>Note:</b> This absence take is used when the employee takes more days than permitted by law. The employer must authorize the exceeded days and the system generates a new deduction for those days. <hr/>

**Note:** The PeopleSoft system delivers a query that enables you to view the names of all delivered elements in Global Payroll for Argentina.

### Related Links

"Understanding How to View Delivered Elements" (PeopleSoft Global Payroll)



## Chapter 4

# Defining Garnishments

## Setting Up Garnishment Data

This topic discusses how to set up garnishment elements.

### Page Used to Set Up Garnishment Data

<i>Page Name</i>	<i>Definition Name</i>	<i>Usage</i>
<u>Garnishment Elements ARG Page</u>	GPAR_GARN_PIN	Define the element associated with each garnishment type.

### Garnishment Elements ARG Page

Use the Garnishment Elements ARG page (GPAR\_GARN\_PIN) to define the element associated with each garnishment type.

Navigation:

**Set Up HCM > Product Related > Global Payroll & Absence Mgmt > Garnishments/Court Orders > Garnishment Elements ARG > Garnishment Elements ARG**

This example illustrates the fields and controls on the Garnishment Elements ARG page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Garnishment Elements ARG' page. At the top, it displays 'Garnishment Type Litis Expenses'. Below this is a search bar with the text 'Garnishment Elements'. To the right of the search bar are navigation controls: 'Find | View All', 'First', '1 of 1', and 'Last'. Below the search bar, there are three input fields: '\*Effective Date' with the value '01/01/2007', '\*Status' with a dropdown menu set to 'Active', and '\*Element Name' with the value 'LITIS EXPENS'. A magnifying glass icon is next to the 'LITIS EXPENS' field, and the text 'Litis and Expenses' is displayed to its right.

<i>Field or Control</i>	<i>Description</i>
Element Name	Select the name of the element used to deduct the garnishment during the payroll calculation process. Valid values are deductions with the EMB category

## Managing Garnishments

These topics provide an overview of garnishments in Global Payroll for Argentina and discuss how to enter employee garnishment data.

### Pages Used to Manage Garnishments

<i>Page Name</i>	<i>Definition Name</i>	<i>Usage</i>
<u>Assign Garnishments ARG Page</u>	GPAR_GARNISHMENT	Assign garnishments and enter garnishment details. Garnishment balances and values are updated by the payroll process.
Garnishment Payment Details Page	GPAR_GARNISHMENT_SEC	View a history of garnishment payment details.

### Understanding Garnishments

Garnishment is a legal requirement in Argentina. PeopleSoft Global Payroll for Argentina delivers two types of garnishment:

- Litis Expenses
- Writ of Garnishment

### Assign Garnishments ARG Page

Use the Assign Garnishments ARG page (GPAR\_GARNISHMENT) to assign garnishments and enter garnishment details.

Garnishment balances and values are updated by the payroll process.

Navigation:

**Global Payroll & Absence Mgmt > Payee Data > Garnishments/Court Orders > Assign Garnishments ARG > Assign Garnishments ARG**

This example illustrates the fields and controls on the Assign Garnishments ARG page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Assign Garnishments ARG' page for Employee ID K2ARG000001, Empl Record 0, and Name Javier Martinez. The page is divided into several sections:

- Garnishment Data:** Includes fields for \*Garnishment Type (Writ of Garnishment), \*Payment Type (Percentage), \*Garnishment Date (01/02/2014), \*Court Writ, \*Court, Garnishment Number (1), and Paid Total Amount (0.000000). A 'Payment Details' link is also present.
- Garnishments Details:** Includes \*Effective Date (01/02/2014), Reason, Amount (ARS), Interest (0.000000 ARS), \*Garnishment Status (Active), and Total (0.000000 ARS).
- Calculation Values:** Includes Percentage (20.00) and Element Name.
- Banking Data:** Includes Bank ID, Bank Branch ID, and Bank Account #.

<b>Field or Control</b>	<b>Description</b>
<b>Garnishment Type</b>	Select the type of garnishment. Valid values are <i>Litis Expenses</i> and <i>Writ of Garnishment</i> .
<b>Payment Type</b>	Select the payment type. Valid values are: <i>Percentage</i> , <i>Fixed Amount</i> , and <i>Percentage and Fixed Amount</i> .
<b>Garnishment Date</b>	Enter the date of reception of the court writ.
<b>Garnishment Number</b>	Displays a number for each garnishment entered for an employee.
<b>Court Writ</b>	Enter the Court Writ of the garnishment.
<b>Paid Total Amount</b>	Displays the total amount paid for the garnishment.
<b>Court</b>	Enter the garnishment corresponding court.
<b>Payment Details</b>	Click to access the Garnishment Payment Details page. This page enables you to view a history of garnishment payment details.
<b>Garnishment Status</b>	Select the garnishment corresponding status. Valid values are: <i>Active</i> and <i>Canceled</i>

<b>Field or Control</b>	<b>Description</b>
<b>Reason</b>	Enter an explanation for the garnishment status. <hr/> <b>Note:</b> A garnishment's status can be modified only when the balance is equal to zero. <hr/>
<b>Amount</b>	Enter the original garnishment amount. This is required for a Writ of Garnishment.
<b>Total</b>	Displays the garnishment total, which is the value of the <b>Amount</b> field plus the value of the <b>Interest</b> field.
<b>Interest</b>	Enter the interest specified by the court writ.
<b>Percentage</b>	Enter the percentage of the earnings accumulator element that the system deducts. <hr/> <b>Note:</b> The maximum deduction amount cannot exceed 20 percent of the deductible gross amount when the garnishment is a Writ of Garnishment. <hr/>
<b>Element Name</b>	Select the base accumulator element used to determine the corresponding percentage amount.
<b>Fixed Amount</b>	Enter the fixed amount to be deducted.
<b>Bank ID</b>	Enter the bank code specified in the court writ.
<b>Bank Branch ID</b>	Enter the bank branch code specified in the court writ.
<b>Bank Account #</b> (Bank Account Number)	Enter the bank account specified by the court writ.

## Chapter 5

# Defining Income Tax

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## Defining Income Tax Elements

This topic discusses how to enter income tax default value definitions.

### Page Used to Define Income Tax Elements

<i>Page Name</i>	<i>Definition Name</i>	<i>Usage</i>
<u>Income Tax Parameters ARG Page</u>	GPAR_ITAXES_PARM	Enter elements, labels and properties for Income Tax-related elements.

### Income Tax Parameters ARG Page

Use the Income Tax Parameters ARG page (GPAR\_ITAXES\_PARM) to enter elements, labels and properties for Income Tax-related elements.

Navigation:

**Set Up HCM > Product Related > Global Payroll & Absence Mgmt > Taxes > Income Tax Parameters ARG > Income Tax Parameters ARG**

This example illustrates the fields and controls on the Income Tax Parameters ARG page: Element tab. You can find definitions for the fields and controls later on this page.

< Manager Self Service
Income Tax Parameters ARG

Income Tax Elements
Tax Options by Pay Group

Default Values For Income Tax 1 of 5 | View All

\*Effective Date: 01/01/2020 \*Status: Active + -

Income Tax Elements 1-11 of 87 | View All

Element Properties

	*Element Name	Description		
1	OBRA SOCIAL_I ANU	Social Security	+	-
2	GAN AC BRUTO ANUAL	Annual Taxable Income Gross	+	-
3	GAN VR BRUTO 3ROS	Taxable Income by 3rds	+	-
4	GAN VR DED X 3ROS	Tax Deductions By 3rds	+	-
5	GAN VR RET X 3ROS	Tax Withheld by 3rds	+	-
6	GAN VR DED SEG RET	Retirement Insurance	+	-
7	GAN VR DED SEG VID	Life Insurance Premium	+	-
8	GAN VR DED GS SEP	Funeral Expenses	+	-

<b>Field or Control</b>	<b>Description</b>
Element Name	Specify the element that stores the amounts deducted from an employee's pay.



This example illustrates the fields and controls on the Income Tax Parameters ARG page: Properties tab. You can find definitions for the fields and controls later on this page.

Income Tax Elements						
Element		Properties				
	Label Name	*Deductible	Previous Year Accumulator	649 Form Code		
1	Social Security	No Deductible	<input type="checkbox"/>	124	+	-
2	Annual Taxable Income Gross	No Deductible	<input type="checkbox"/>	019	+	-
3	Taxable Income by 3rds	Deductible	<input type="checkbox"/>	027	+	-
4	Tax Deductions By 3rds	Deductible	<input type="checkbox"/>	167	+	-
5	Tax Withheld by 3rds	Deductible	<input type="checkbox"/>	345	+	-
6	Retirement Insurance	Deductible	<input type="checkbox"/>	809	+	-
7	Death Insurance Premium	Deductible	<input type="checkbox"/>	507	+	-
8	Funeral Expenses	Deductible	<input type="checkbox"/>	604	+	-
9	Mortgage Interest	Deductible	<input type="checkbox"/>	809	+	-
10	Other Deductions	Deductible	<input type="checkbox"/>	809	+	-
11	Medical Attention Fees	Deductible	<input type="checkbox"/>	418	+	-

Field or Control	Description
Label Name	Enter a description for the element. This name is displayed on the Maintain Income Tax ARG page.
Deductible	Select to specify that an element is deductible from the taxable base.
Previous Year Accumulator	Select to specify the elements that track previous fiscal year accumulators.
649 Form Code	Select the code that specifies the field where the element is printed on the Form 649 report.

### Income Tax Parameters ARG page: Tax Options by Pay Group Tab

Use the Income Tax Parameters ARG: Tax Options by Pay Group tab to indicate how the tax for SAC (Christmas Bonus) will be calculated taken the Twelfth Parts of the real paid amount.

This example illustrates the fields and controls on the Income Tax Parameters ARG page: Tax Options by Pay Group tab. You can find definitions for the fields and controls later on this page.

<b>Field or Control</b>	<b>Description</b>
Pay Group	Enter the Pay Groups that will take the real paid amounts for SAC instead of monthly Twelfth Parts.
SAC Proration Method	Select the required proration method.  Available options are: <ul style="list-style-type: none"> <li>• Real Paid Amounts: This will consider the SAC payment amount of June and December to calculate the taxes.</li> <li>• Twelfth Parts: This will consider monthly provision amounts to calculate taxes.</li> </ul>

## Entering Taxable Deductions

This topic discusses how to enter income tax deductions.

### Page Used to Enter Income Tax Deductions

<b>Page Name</b>	<b>Definition Name</b>	<b>Usage</b>
<a href="#">Maintain Tax Deductions ARG Page</a>	GPAR_INC_TAX_DED	Enter taxable deductions for employee income tax calculation during a fiscal year.

## Maintain Tax Deductions ARG Page

Use the Maintain Tax Deductions ARG page (GPAR\_INC\_TAX\_DED) to enter taxable deductions for employee income tax calculation during a fiscal year.

Navigation:

**Global Payroll & Absence Mgmt > Payee Data > Taxes > Maintain Tax Deductions ARG > Maintain Tax Deductions ARG**

This example illustrates the fields and controls on the Maintain Tax Deductions ARG page. You can find definitions for the fields and controls later on this page.

### Maintain Tax Deductions ARG

Employee ID K2ARG000001    Empl Record 0    Name Javier Martinez  
Fiscal Year 2020

---

**Income Tax Deductions**    🔍 | ⏪ | ⏩ | 1 of 1 | View All

\*Effective Date  📅    + -

---

**Codes**    🔍 | ⏪ | ⏩ | 1 of 1 | View All

\*Deduction     + -  
Amount Declared 2,000.000

---

**Concepts**    🔍 | ⏪ | ⏩ | 1 of 1 | View All

Imported by SIRADIG    + -

SeqNum 1  
CUIT   
Description   
Amount  📄  
Company Name   
Country  📍 Argentina      
Address

---

**Note:** To add Tax Deductions for the Fiscal Years 2020 and 2021, you need to add the Deduction in the corresponding Fiscal Year plus the effective date of the Payroll you are running.

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<b>Field or Control</b>	<b>Description</b>
Effective Date	Enter the date the declaration takes effect. <hr/> <b>Note:</b> The Payroll calculation considers only the latest effective date within a single fiscal year. The last effective date replaces any previous dates. <hr/>
Deduction	Select the deduction element. The values are obtained from the entries on the Income Tax Elements ARG page.
Amount Declared	Displays the total of any amounts associated with the deduction.
<b>CUIT</b> (Código único de Identificación Tributaria)	Enter the Unique Tax Identification Code corresponding to the declared deduction.
Description	Enter the name of the declared deduction.
Amount	Enter the deduction amount.
Company Name	Enter the company name.
Country	Select the country where the transaction occurred.
Address	Displays the address of the company that generated the deduction.
Credit Card Information	Click this button to enter the information related to the credit card used when you spent money for the entered amount.  This button is displayed automatically when <b>Incomes by the Use of Credit C</b> Deduction type is selected.

## Chapter 6

# Setting Up the Complementary Annual Bonus

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## Understanding the Complementary Annual Bonus

Companies must pay a Complementary Annual Bonus to their payees. This bonus is paid in two installments.

The first installment corresponds to 50 percent of the best salary paid in the first six months and should be paid by the end of June. Companies can include this first installment with the employee's salary in June or pay it in a special payroll by:

- Running the regular June payroll and entering a value of *l* in the variable SAC VR PAG EN JUN?.
- Running a special run type K2 SAC and entering a value of *l* in the variable SAC VR PAG EN JUN?.

Employees who receive variable compensation, such as overtime, may be entitled to use an average of their compensation to calculate the bonus. This depends on how the company prorates additional payments for the SAC bonus.

The second installment must be paid by December and the calculation is similar to the first installment. Companies can include this second installment with December's salary or pay it in a special payroll by:

- Running the regular payroll for December entering a value of *l* in the variable SAC VR PAG EN DIC?
- Running a special run type K2 SAC and entering a value of *l* in the variable SAC VR PAG EN DIC?

If the employee's best salary is the last salary in June or the last salary in December, and the bonus installment was calculated before the monthly payment, then in the regular payroll run, the difference is calculated and paid using the SAC AJUSTE earning element.

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## Viewing Delivered Complementary Annual Bonus Elements

Global Payroll for Argentina delivers several elements to process the Complementary Annual Bonus.

These topics discuss how to

- View delivered 13<sup>th</sup> salary earnings.
- View delivered accumulators.
- View delivered sections.

## Viewing Delivered 13th Salary Earnings

The following table lists the delivered earning elements used to calculate the Complementary Annual Bonus:

<b><i>Earning Element</i></b>	<b><i>Description</i></b>
SAC	Calculates the amount of the complementary annual bonus installment. This earning is calculated using the formula SAC FM CALCULO SAC.
SAC AJUSTE	Calculates the bonus adjustment when the last month's salary is the best and the bonus was previously paid. This earning is calculated using the formula SAC FM AJUSTE SAC.
SAC PROPORC	Calculates the pending bonus for terminations. This earning is calculated using the formula SAC FM PROPORCION.
SAC IND PRA	Calculates the bonus amount related to the notice payment paid to terminated employees. This earning is a percentage of the Notice payment.
SAC INT MES	Calculates the bonus amount related to the supplemental salary paid to terminated employees. This earning is a percentage of the supplemental salary payment.
SAC VAC NO G	Calculates the bonus amount regarding the pending unused vacations paid to terminated employees. This earning is a percentage of the pending unused vacations amount.

## Viewing Delivered Accumulators

The following table lists the delivered accumulator elements used to calculate the Complementary Annual Bonus:

<b><i>Accumulator Element</i></b>	<b><i>Description</i></b>
MESES 13 SALARIO	Accumulates the number of months for which a payee is eligible for 13 <sup>th</sup> salary. If the number of days worked is greater than 15 during a single month, that month is counted towards 13 <sup>th</sup> salary eligibility.
SAC AC AJ PAG IER	Accumulates the adjustment of the Complementary Annual Bonus first installment.

<b><i>Accumulator Element</i></b>	<b><i>Description</i></b>
SAC AC AUS 1ER SEM	Accumulates the absences that reduce the number of worked days for the Complementary Annual Bonus first installment.
SAC AC AUS 2DO SEM	Accumulates the absences that reduce the number of worked days for the Complementary Annual Bonus second installment.
SAC AC AUS PAG 1ER	Accumulates the absences taken by the Complementary Annual Bonus first installment calculation.
SAC AC AUS PAG 2DO	Accumulates the absences taken by the Complementary Annual Bonus second installment calculation.
SAC AC J+I PAG 1ER	Accumulates the Retirement and Disability Plan amounts deducted from the Complementary Annual Bonus first installment.
SAC AC MEJ SUE 1SM	Accumulates the best salary to calculate the Complementary Annual Bonus first installment.
SAC AC MEJ SUE 2SM	Accumulates the best salary to calculate the Complementary Annual Bonus second installment.
SAC AC MES AJ 1ER	Accumulates the month when the adjustment of the Complementary Annual Bonus first installment was paid.
SAC AC MES PAG 1ER	Accumulates the month when the Complementary Annual Bonus first installment was paid.
SAC AC OBS PAG 1ER	Accumulates the Social Security amounts deducted from the Complementary Annual Bonus first installment.
SAC AC SAC PAG 1ER	Accumulates the amount of the Complementary Annual Bonus first installment.
SAC AC SAC PAG 2DO	Accumulates the amount of the Complementary Annual Bonus second installment.
SAC AC SUE PAG 1ER	Accumulates the best salary used to calculate the Complementary Annual Bonus first installment.

<b><i>Accumulator Element</i></b>	<b><i>Description</i></b>
SAC AC SUE PAG 2DO	Accumulates the best salary used to calculate the Complementary Annual Bonus second installment.

## Viewing Delivered Sections

The following table lists the delivered section elements used to calculate the Complementary Annual Bonus:

<b><i>Section Element</i></b>	<b><i>Description</i></b>
AR SAC	This section is necessary for the Complementary Annual Bonus calculation and can be included in the process list for a regular payroll run or in a separate calendar run.



## Chapter 7

# Processing Terminations

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## Understanding Termination Processing

Termination processing is a two-step process. Complete both steps to ensure that the system correctly updates the payee records. To complete the termination process, you must:

- Update employee job data.
- Run the terminations payroll process.

### Updating Job Data

When payees are terminated or retired, update their job data using the Job Data page. The PeopleSoft termination process uses the termination date that you enter to calculate termination pay. The effective date of a termination is the day that the payee no longer works for the company, that is, the day after the payee's last day of work.

### Termination Payroll Processing

PeopleSoft Global Payroll for Argentina delivers a set of rules for termination processing that takes all statutory requirements into account. When a payee is terminated, the employer is required to make certain payments to that payee depending on the circumstances of the termination. The termination process involves:

- Unused leave balances payment.
- Prorated earnings and deductions payment.

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## Terminating Employees

A template must be created to manage the positive input required to terminate employees. Enter the elements and their corresponding units to be paid in the termination payroll according to the defined business rules.

PeopleSoft Global Payroll for Argentina delivers the following termination payment elements:

<b><i>Termination Element</i></b>	<b><i>Description</i></b>
INDEM ART245	Compensation Seniority Art.245
INDEM ART247	Compensation Seniority Art.247e

<b>Termination Element</b>	<b>Description</b>
INDEM PREAV	Notice
INTEG MESDES	Integration Monthly
VAC NO GOZAD	Pending Vacations
SAC IND PREA	SAC PreNotif Compensation
SAC INT MES	SAC Monthly Integration

## Page Used to Terminate Employees

<b>Page Name</b>	<b>Definition Name</b>	<b>Usage</b>
Positive Input by Template Page	GP_PI_BULK_SSN	Enter termination elements.

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## Setting Up Termination Versions

To define termination versions, use the Terminations (GPAR\_TERM\_ACTN\_RSN) component.

This topic provides an overview of termination versions and discusses how to define termination versions.

## Pages Used to Define Termination Versions

<b>Page Name</b>	<b>Definition Name</b>	<b>Usage</b>
<u>Termination Versions Page</u>	GPAR_TERM_ACTN_RSN	Define termination versions and the qualifying actions and reasons for triggering termination pay.
<u>Earnings/Deductions Page</u>	GPAR_TERM_VERSION	Associate earnings and deductions with a corresponding termination version.

## Understanding Termination Versions

Global Payroll for Argentina groups the qualifying actions and reasons for making termination payments into termination versions. Different termination action and reason combinations trigger different sets of special termination earnings and deductions. To define termination versions and then trigger the payments associated with a termination version, you must do the following:

1. Define your termination versions on the Termination Versions page.

- On the same page, define the associated actions/reasons that will trigger payment.

Termination versions are the combinations of actions/reasons that cause a group of termination earnings or deductions to be processed.

- On the Earning/Deductions page, associate each earning or deduction with a corresponding termination version.
- On the Job Data pages in PeopleSoft HR, specify termination actions such as *Termination*, *Completion*, or *Layoff* as the action and enter a corresponding reason.

When you specify a termination action as the action in combination with a qualifying reason, termination pay will be processed for the terminated or laid off employees—as long as the termination or layoff action/reason combination is recognized, by generation control, as valid for triggering termination payments.

## Termination Versions Page

Use the Termination Versions page (GPAR\_TERM\_ACTN\_RSN) to define termination versions and the qualifying actions and reasons for triggering termination pay.

Navigation:

**Set Up HCM > Product Related > Global Payroll & Absence Mgmt > Terminations > Terminations ARG > Termination Versions**

This example illustrates the fields and controls on the Termination Versions page.

**Note:** (For terminations by common agreement) Global Payroll for Argentina delivers a termination reason (*Termination by Common Agreement*) and (*Term by Common Agreement*) to support terminations that are mutually agreed by employers and employees.

<b>Field or Control</b>	<b>Description</b>
<b>Termination Version</b>	Displays the name of the termination version you are defining.

## Version - Action/Reason Definition

Use the fields in the Version - Action/Reason group box to define the termination action/reason combinations that make up the termination version.

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**Note:** A single termination version can consist of many different action/reason combinations—as long as all the combinations trigger the same set of termination earnings or deductions.

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<b>Field or Control</b>	<b>Description</b>
<b>Action</b>	Specify the action that triggers termination pay in combination with a specific reason. Values are:  <i>COM</i> (Completion)  <i>LOF</i> (Layoff)  <i>TER</i> (Termination)  <i>TWB</i> (Terminated with Benefits)  <i>TWP</i> (Terminated with Pay)

<b>Field or Control</b>	<b>Description</b>
<b>Reason Code</b>	<p>Specify the reason that triggers termination pay in combination with a specified action. Values for each action are:</p> <ul style="list-style-type: none"> <li>• For COM Action: <i>BMC</i> (Board Member Term Completed), <i>DEA</i> (Death), <i>DIS</i> (Disability), <i>EOA</i> (End of Assignment), <i>INV</i> (Involuntary), <i>RED</i> (Staff Reduction), <i>RET</i> (Retirement), <i>UNS</i> (Unsatisfactory Performance), and <i>VOL</i> (Voluntary).</li> <li>• For LOF Action: <i>RED</i> (Staff Reduction), <i>SEA</i> (Seasonal Closure), <i>SLO</i> (Strike/Lock-out), and <i>TMP</i> (Temporary Closure).</li> <li>• For TER Action: <i>ATC</i> (Agreed Term. of Apprent of CDD), <i>ATT</i> (Attendance), <i>BNK</i> (Employer Bankruptcy), <i>CDE</i> (Closing Down of Establishment), <i>CHI</i> (Child/ House Care), <i>CIT</i> (Completion of Int Cpny Trans), <i>CON</i> (Misconduct), <i>DEA</i> (Death), <i>DIS</i> (Dishonesty), <i>DSC</i> (Discharge), <i>EAB</i> (Employer's Anticipated Breach), <i>EAC</i> (End of Apprenticeship Contract), <i>EES</i> (Dissatisfied w/ Fellow Employee), <i>EFT</i> (End of Fixed-Term Contract), <i>ELI</i> (Elimination of Position), <i>EOD</i> (End of Demand), <i>EPP</i> (Employer's End Probation Time), <i>ERT</i> (Early Retirement), <i>FAM</i> (Family Reasons), <i>FRE</i> (End Foreign Employment AUS), <i>GMI</i> (Gross Misconduct), <i>HEA</i> (Health Reasons), <i>HRS</i> (Dissatisfied with Hours), <i>ILL</i> (Illness in Family), <i>INS</i> (Insubordination), <i>JOB</i> (Job Abandonment), <i>LOC</i> (Dissatisfied with Location), <i>LTC</i> (Legal Termination of Contract), <i>LVE</i> (Failure to Return from Leave), <i>MAR</i> (Marriage), <i>MIS</i> (Misstatement on Application), <i>MUT</i> (Mutual Consent), <i>OBS</i> (Become Self-Employed), <i>OTP</i> (Resignation-Other Position), <i>PAB</i> (Payee's Anticipated Breach), <i>PAY</i> (Dissatisfied with Pay), <i>PCD</i> (Premises Closed), <i>PER</i> (Personal Reasons), <i>PIT</i> (Permanent Int Cpny Transfer), <i>POL</i> (Dissatisfied w/Comp. Policies), <i>PPO</i> (Pension Payee Off), <i>PPP</i> (Payee's End Probation Time), <i>PRM</i> (Dissatisfied w/ Promotion Opps), <i>PTD</i> (Partial/Total Disability), <i>RAT</i> (Retired from Affiliate), <i>RED</i> (Staff Reduction), <i>REF</i> (Refused Transfer), <i>REL</i> (Relocation), <i>RES</i> (Resignation), <i>RET</i> (Return to School), <i>RKM</i> (Release Kenmu), <i>RLS</i> (Release), <i>RWU</i> (Receivership or Wind-Up), <i>SUP</i> (Dissatisfied with Supervision), <i>TAF</i> (Transfer to Affiliate), <i>TAR</i> (Tardiness), <i>TMP</i> (End Temporary Employment), <i>TRA</i> (Transportation Problems), <i>TYP</i> (Dissatisfied w/Type of Work), <i>UFC</i> (Unforeseen Circumstances), <i>UNS</i> (Unsatisfactory Performance), <i>VIO</i> (Violation of Rules), <i>VSP</i> (Voluntary Separation Program), and <i>WOR</i> (Dissatisfied w/Work Conditions).</li> </ul>

<b>Field or Control</b>	<b>Description</b>
	<ul style="list-style-type: none"><li>• For TWB Action: <i>TWB</i> (Terminated With Benefits).</li><li>• For TWP Action: <i>TWP</i> (Termination With Pay).</li></ul>

<b>Field or Control</b>	<b>Description</b>
<b>Termination Reason</b>	<p>Select an applicable termination reason. This information is used in some Argentina reports.</p> <p>Available options are:</p> <ul style="list-style-type: none"> <li>• Closing Down of Establishment</li> <li>• Compulsory Retirement</li> <li>• Contract Termination</li> <li>• Death</li> <li>• Death by Professional Sickness</li> <li>• Death by Work Related Accident</li> <li>• Employee Decision Fair Cause</li> <li>• Employee Decision Unfair Cause</li> <li>• Employer Decision Unfair Cause</li> <li>• Employer Unfair Cause — Double</li> </ul> <hr/> <p><b>Note:</b> It is possible to pay Double compensation amounts for Terminations without reason by using the Termination reason Employer Unfair Cause – Double in combination with the post process formula BAJ FM DOB COMPEN.</p> <hr/> <ul style="list-style-type: none"> <li>• Employer’s Ant Breach — Fair</li> <li>• Employer’s Ant Breach — Unfair</li> <li>• Indirect Termination</li> <li>• Major Causes</li> <li>• Mutual Fault</li> <li>• Other Cause</li> <li>• Payee’s Anticipated Breach</li> <li>• Ret. by Serv Time / Contract Ter</li> <li>• Ret. with Continued Employment</li> <li>• Retire by Disability, Sickness</li> <li>• Retire by Disability, Work Acc</li> <li>• Retirement by Age</li> </ul>

<b>Field or Control</b>	<b>Description</b>
	<ul style="list-style-type: none"> <li>• Retirement by Service Time</li> <li>• Transfer Reform for Reserves</li> <li>• Transfer with Onus</li> <li>• Transfer without Onus</li> <li>• Work Regime Change</li> </ul>

## Earnings/Deductions Page

Use the Earnings/Deductions page (GPAR\_TERM\_VERSION) to associate earnings and deductions with a corresponding termination version.

Navigation:

**Set Up HCM > Product Related > Global Payroll & Absence Mgmt > Terminations > Terminations ARG > Earnings/Deductions**

This example illustrates the fields and controls on the Earnings/Deductions page.

< Earnings / Deductions
Terminations ARG

Termination Versions

Earnings / Deductions

**Version Definition**

Termination Version
K2 TER 528
Termination (Double Indemnity Decree 528/2020)

**Average Calculations**

1-8 of 8

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	*Entry Type	*Element Name	Description		
1	Earnings <input type="checkbox"/>	INDEM PREAV <input type="checkbox"/>	Prenotification Compensation	+	-
2	Earnings <input type="checkbox"/>	INTEG MESDES <input type="checkbox"/>	Monthly Integration	+	-
3	Earnings <input type="checkbox"/>	INDEM ART245 <input type="checkbox"/>	Seniority Compensation Art 245	+	-
4	Earnings <input type="checkbox"/>	VAC NO GOZAD <input type="checkbox"/>	Vacation days not taken	+	-
5	Earnings <input type="checkbox"/>	SAC PROPORC <input type="checkbox"/>	Annual Salary Proportion	+	-
6	Earnings <input type="checkbox"/>	SAC IND PREA <input type="checkbox"/>	SAC PreNotif Compensation	+	-
7	Earnings <input type="checkbox"/>	SAC INT MES <input type="checkbox"/>	SAC Monthly Integration	+	-
8	Earnings <input type="checkbox"/>	SAC VAC NO G <input type="checkbox"/>	SAC Vacation days not taken	+	-

Termination Versions | Earnings / Deductions



<b><i>Field or Control</i></b>	<b><i>Description</i></b>
<b>Entry Type</b>	Select whether you are entering an <i>Earnings</i> or a <i>Deduction</i> element.
<b>Element Name</b>	Select the element to associate with this termination version.



## Chapter 8

# Setting Up Reports

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## Setting Up SICOSS Report Parameters

This topic discusses how to define SICOSS report layout parameters.

### Page Used to Set Up SICOSS Report Parameters

<i>Page Name</i>	<i>Definition Name</i>	<i>Usage</i>
<u>SICOSS Parameters ARG Page</u>	GPAR_SIJP_CFG	Define the layout parameters for elements in the SICOSS Report ARG.

### SCOSS Parameters ARG Page

Use the SCOSS Parameters ARG page (GPAR\_SIJP\_CFG) to define the layout parameters for elements in the SICOSS Report ARG.

Navigation:

**Set Up HCM > Product Related > Global Payroll & Absence Mgmt > Reports > SICOSS Parameters ARG > SICOSS Parameters ARG**

This example illustrates the fields and controls on the SICOSS Parameters ARG page. You can find definitions for the fields and controls later on this page.

### SICOSS Parameters ARG

**Layout Parameters** 1 of 1 | View All

\*Effective Date:  \*Status:

**Element Mapping** 1-14 of 14

#	*Layout Field	*Accumulator	Description		
1	Total Salary	GEN AC PERCEPCION	Total Perceptions	+	-
2	Taxable Salary 1	JUB AC BASE AP JUB	Social Security Deduction Base	+	-
3	Paid Family Allowances	FAM AC ASIG FAM	Family Allowance	+	-
4	Taxable Salary 2	GEN AC SAL BRUTO	Gross Salary	+	-
5	Taxable Salary 3	GEN AC SAL BRUTO	Gross Salary	+	-
6	Taxable Salary 4	JUB AC BASE AP JUB	Social Security Deduction Base	+	-
7	Salary Plus Additional	JUB AC BASE AP JUB	Social Security Deduction Base	+	-
8	Annual Salary Complementary	SAC_I MES	Complementary Annual Salary	+	-
9	Overtime Amount	JUB AC IMP HS SIJP	Overtime Amount for SIJP	+	-
10	Advance Vacations Amount	LIC VACACION_I MES	Vacations	+	-
11	Worked Days	JUB AC DIAS TRABAJ	Worked Days in the Month	+	-
12	Taxable Salary 5	JUB AC BASE AP JUB	Social Security Deduction Base	+	-
13	Overtime Hours	JUB AC CAN HS SIJP	Overtime Amount for SIJP	+	-
14	Maternity	LIC MATERNID_I MES	Maternity Leave	+	-

**Employee Situation Parameters** 1-1 of 1 | View All

#	*Employee Situation Code	Description	Code Type		
1	<input type="text"/>		<input type="text"/>	+	-

<b>Field or Control</b>	<b>Description</b>
Layout Field	<p>Select the SICOSS Report field. Options are:</p> <ul style="list-style-type: none"> <li>• Advance Vacations Amount</li> <li>• Adverse Work Area</li> <li>• Annual Salary Complementary</li> <li>• Diff tax Contribution Pct</li> <li>• Employee Status 1 — 3</li> <li>• Employee Status Begin Day 1 — 3</li> <li>• Maternity</li> <li>• Operation Type</li> <li>• Overtime Amount</li> <li>• Overtime Hours</li> <li>• Paid Family Allowances</li> <li>• Remuneration Adjustment</li> <li>• Retirement Type</li> <li>• Salary Dto788_05 Rem8</li> <li>• Salary Plus Additionals</li> <li>• Taxable Salary 1– 9</li> <li>• Total Salary</li> <li>• Unremunerative Concepts</li> <li>• Worked Days</li> <li>• Worked Hours</li> <li>• Social Sec Base Diff Input</li> <li>• Social Sec Base Diff Contr</li> </ul> <hr/> <p><b>Note:</b> These values will be printed in the Legal Book file.  *Legal Book is a monthly report required by Argentina government with details regarding employees' earnings and deductions.</p>
Accumulator	Select the accumulator element associated with the layout field.
Description	Displays the name of the selected item.

## Setting Up Income Tax Parameters

This topic lists the page used to set up income tax parameters.

### Page Used to Set Up Income Tax Parameters

<i>Page Name</i>	<i>Definition Name</i>	<i>Usage</i>
Income Tax Parameters ARG Page	GPAR_ITAXES_PARM	Define the income tax elements, labels, and associated codes used in the Form 649 Report ARG.

## Setting Up My Simplification Report Parameters

This topic provides overviews of My Simplification reporting, delivered report layouts, data that is listed in these reports, and report setup. It also discusses how to set up My Simplification report parameters.

### Pages Used to Set Up My Simplification Report Parameters

<i>Page Name</i>	<i>Definition Name</i>	<i>Usage</i>
<u>Layout Definition Page</u>	GPAR_LAYOUT	Enter basic information of layouts.
<u>Layout Criteria Page</u>	GPAR_LAYOUT_DEF	Specify row and field definitions for layouts.
<u>Characters Replacement Page</u>	GPAR_LAYOUT_REP	Specify conversion value pairs.

## Understanding My Simplification Reporting

Companies doing business in Argentina are required to file employer and employee data to the Integral Retirement and Pension System (SIJP). To do so, employers can run the Mi Simplificación (My Simplification) program to capture needed data from the system and generate the corresponding text files:

1. Working Relationships – Job data for new hires, terminations, and changes.
2. Complementary Data – Employee’s personal data.
3. CBU (Clave Bancaria Unica) – Employee’s bank account information (unique bank key).
4. Employer Data – Company locations and establishments.
5. Family Dependents – Employee dependents Information.

Global Payroll for Argentina delivers file layouts for My Simplification reporting. The program generates text files based on the file layout, company and time period that are specified on the run control page. When the program is run for the selected file layout, a row is inserted in the report output for each employee having a job data update for Hire, Termination or Pay Rate Change.

Once the text files are generated and reviewed for accuracy, submit them to Federal Administration of Public Revenues (AFIP, Administración Federal de Ingresos Públicos).

## Understanding Report Layouts

Global Payroll for Argentina delivers five report layouts to support My Simplification reporting. They are:

1. Working Relationships File (GPAR\_MYSIMP\_01)

This file captures job data for new hires, terminations, and changes.

2. Complementary Data File (GPAR\_MYSIMP\_02)

This file captures employee's personal data.

3. CBU File (GPAR\_MYSIMP\_03)

This file captures employee's bank account information.

4. Employer Data File (GPAR\_MYSIMP\_04)

This file captures company data.

5. Family Dependents File (GPAR\_MYSIMP\_05)

This file captures employee's dependent Information.

Report layouts are established using the Define Layout ARG component. Each one is associated with a query, which is used to extract employee and company data to be displayed on the file outputs produced by that report layout.

## Setting Up My Simplification

To set up My Simplification reporting:

1. Create a query to select the data to be included in the report.

Global Payroll for Argentina delivers a list of queries to support report layouts for the My Simplification feature. These queries are created using PeopleTools' Query Manager; their names begin with *GPAR\_MYSIMP*.

2. Define the report layout.

The system delivers five report layouts for the My Simplification program. Their names begin with *GPAR\_MYSIMP*.

See [Layout Definition Page](#), [Layout Criteria Page](#), and [Characters Replacement Page](#).

## Entering Data for My Simplification Reporting

My Simplification text reports display information that is collected from various records in the system. Before you run the My Simplification (GPAR\_MYSIMP) process, make sure to enter values for the required fields that are listed in these report-specific tables:

<b>Report</b>	<b>Affected Page</b>	<b>Affected Fields</b>	<b>Comments</b>
Working Relationships Record Type is 01	"Work Location Page" (PeopleSoft Human Resources Administer Workforce)	Action (required)	<ul style="list-style-type: none"> <li>• AT - Hire</li> <li>• BT - Termination</li> <li>• MR - Change</li> <li>• NA - Cancel Hire</li> <li>• NB - Cancel Termination</li> </ul> (2 digits long)
	"Biographical Details Page" (PeopleSoft Human Resources Administer Workforce)	National ID (required)	The report lists the ID if the National ID Type is <i>Unique Workr Identification Cd.</i>  (11 digits long)
	"Job Information Page" (PeopleSoft Human Resources Administer Workforce)	Empl Class (required)	<ul style="list-style-type: none"> <li>• S - Farming</li> <li>• N - Others</li> </ul> (1 digit long)
	"SICOSS Page" (PeopleSoft Human Resources Administer Workforce)	Hire Modality Code (required)	For example, 008.  (3 digits long)
	"Work Location Page" (PeopleSoft Human Resources Administer Workforce)	Hire Date (required)	The system gets the hire date from the effective date when you add a new instance with the action of <i>Hire</i> .  Format: YYYY/MM/DD  (10 digits long)
	"Work Location Page" (PeopleSoft Human Resources Administer Workforce)	Termination Date	Format: YYYY/MM/DD  (10 digits long)
	"Health Benefits Page" (PeopleSoft Human Resources Administer Workforce)	Social Security Code (required)	For example, 000109.  (6 digits long)



<b>Report</b>	<b>Affected Page</b>	<b>Affected Fields</b>	<b>Comments</b>
	"Work Location Page" (PeopleSoft Human Resources Administer Workforce)	Reason	For example, <i>02</i> . (2 digits long)
	"Additional Information ARG Page" (PeopleSoft Human Resources Administer Workforce)	Notification Date	Format: YYYY/MM/DD (10 digits long)
	"Compensation Page" (PeopleSoft Human Resources Administer Workforce)	Comp Rate (required)	(15 digits long)
	"Compensation Page" (PeopleSoft Human Resources Administer Workforce)	Frequency (required)	For example, <i>1</i> (stands for day). (1 digit long)
	"Work Location Page" (PeopleSoft Human Resources Administer Workforce)	Establishment ID (required)	For example, <i>99999</i> (5 digits long).
	"Default Settings Page" (Application Fundamentals)	Company Activity Code (required)	For example, <i>011111</i> .
	"Job Information Page" (PeopleSoft Human Resources Administer Workforce)	Job Code (required)	For example, <i>1110</i> .

<b>Report</b>	<b>Affected Page</b>	<b>Affected Field</b>	<b>Comments</b>
Complementary Data Record Type is <i>02</i>	"Work Location Page" (PeopleSoft Human Resources Administer Workforce)	Action (required)	<ul style="list-style-type: none"> <li>• <i>AT</i> - Hire</li> <li>• <i>BT</i> - Termination</li> <li>• <i>MR</i> - Change</li> <li>• <i>NA</i> - Cancel Hire</li> <li>• <i>NB</i> - Cancel Termination</li> </ul> (2 digits long)

<b>Report</b>	<b>Affected Page</b>	<b>Affected Field</b>	<b>Comments</b>
	"Biographical Details Page" (PeopleSoft Human Resources Administer Workforce)	National ID (required)	The report lists the ID if the National ID Type is <i>Unique Workr Identification Cd.</i>  (11 digits long)
	"Biographical Details Page" (PeopleSoft Human Resources Administer Workforce)	Date of Birth	Format: YYYY/MM/DD  (10 digits long)
	"Biographical Details Page" (PeopleSoft Human Resources Administer Workforce)	Highest Education Level	(2 digits long)
	"Disability Page" (PeopleSoft Human Resources Administer Workforce)	Disabled	<ul style="list-style-type: none"> <li>• S - Yes</li> <li>• N - No</li> </ul> (1 digit long)
	"Add a Person or Modify a Person - Contact Information Page" (PeopleSoft Human Resources Administer Workforce)	Telephone	(15 digits long)
	"Add a Person or Modify a Person - Contact Information Page" (PeopleSoft Human Resources Administer Workforce)	<ul style="list-style-type: none"> <li>• Phone Type</li> <li>• Email Address</li> <li>• Email Type</li> </ul>	<ul style="list-style-type: none"> <li>• (1 digit long)</li> <li>• (60 digits long)</li> <li>• (1 digit long)</li> </ul>
	"Maintain Bank Accounts Page" (PeopleSoft Human Resources Administer Workforce)	CBU Number	(22 digits long)
	"Add a Person or Modify a Person - Contact Information Page" (PeopleSoft Human Resources Administer Workforce)  Click link to add or modify address detail.	<ul style="list-style-type: none"> <li>• Street</li> <li>• Number</li> <li>• Floor/Block/Twr</li> <li>• Apartment</li> <li>• Postal Code</li> <li>• City</li> <li>• State</li> </ul>	<ul style="list-style-type: none"> <li>• Street (30 digits long)</li> <li>• Number (6 digits long)</li> <li>• Tower (5 digits long)</li> <li>• Block (5 digits long)</li> <li>• Floor (5 digits long)</li> </ul>

<b>Report</b>	<b>Affected Page</b>	<b>Affected Field</b>	<b>Comments</b>
CBU Record Type is 03	"Work Location Page" (PeopleSoft Human Resources Administer Workforce)	Action (required)	<ul style="list-style-type: none"> <li>• AT - Hire</li> <li>• BT - Termination</li> </ul> (2 digits long)
	"Biographical Details Page" (PeopleSoft Human Resources Administer Workforce)	National ID (required)	The report lists the ID if the National ID Type is <i>Unique Workr Identification Cd.</i> (11 digits long)
	"Maintain Bank Accounts Page" (PeopleSoft Human Resources Administer Workforce)	CBU Number (required)	(22 digits long)

<b>Report</b>	<b>Affected Page</b>	<b>Affected Field</b>	<b>Comments</b>
Employer Data Record Type is 04	"Work Location Page" (PeopleSoft Human Resources Administer Workforce)	Action (required)	For example, AT (hire) (2 digits long)
	"Company - Company Location Page" (Application Fundamentals)	<ul style="list-style-type: none"> <li>• Street</li> <li>• Number</li> <li>• Floor/Block/Twr</li> <li>• Apartment</li> <li>• Postal Code</li> <li>• Locality</li> <li>• Province</li> <li>• Address Type</li> </ul>	<ul style="list-style-type: none"> <li>• Street (30 digits long)</li> <li>• Number (6 digits long)</li> <li>• Tower (5 digits long)</li> <li>• Block (5 digits long)</li> <li>• Floor (5 digits long)</li> <li>• Apartment (5 digits long)</li> <li>• Postal Code (8 digits long)</li> <li>• Locality (10 digits long)</li> <li>• Province (2 digits long)</li> <li>• Address Type (1 digit long)</li> </ul>
	"Establishment Address Page" (Application Fundamentals)	Establishment ID	(5 digits long)
	"Default Settings Page" (Application Fundamentals)	Company Activity Code (required)	For example, 011111. (6 digits long)

<b>Report</b>	<b>Affected Page</b>	<b>Affected Field</b>	<b>Comments</b>
Family Dependents Record Type is 05	"Work Location Page" (PeopleSoft Human Resources Administer Workforce)	Action (required)	For example, <i>AT</i> - New data  (2 digits long)
	"Biographical Details Page" (PeopleSoft Human Resources Administer Workforce)	(employee) National ID (required)	The report lists the ID if the National ID Type is <i>CUIL</i> (Unique Workr Identification Cd).  (11 digits long)
	"Dependent Information - Personal Profile Page" (PeopleSoft Human Resources Administer Workforce)	(dependent) National ID (required)	The report lists the ID if the National ID Type is <i>CUIL</i> (Unique Workr Identification Cd)  (11 digits long)
		Event Code (required)	This field value is available for display, if a documentation code is selected.  (2 digits long)
		Effective Date (required)	Format: YYYY/MM/DD  (10 digits long)
		Document Issue Date (required)	Format: YYYY/MM/DD  (10 digits long)
		Book (required)	(6 digits long)
		Folio (required)	(5 digits long)
		Act Number (required)	(7 digits long)
		Birth/Marriage Country	(7 digits long)
		Birth/Marriage State	(4 digits long)
		Birth/Marriage Location	(2 digits long)
		Commune	(30 digits long)

<b>Report</b>	<b>Affected Page</b>	<b>Affected Field</b>	<b>Comments</b>
		Tribunal	(50 digits long)
		Court Number	(4 digits long)
		Secretary Number	(4 digits long)
		School Year	(4 digits long)
		School Type	<ul style="list-style-type: none"> <li>• N - Normal</li> <li>• V - Summer</li> </ul> (1 digit long)
		School Level	(2 digits long)
		School Grade	(1 digit long)
		DJ Text	(70 digits long)
		Documentation Code	(2 digits long)
		Overseas Documentation Cd	(2 digits long)

Access the My Simplification ARG page (GPAR\_RC\_MYSIMP) to run the My Simplification program.

## Layout Definition Page

Use the Layout Definition page (GPAR\_LAYOUT) to enter basic information of layouts.

Navigation:

**Set Up HCM >Product Related >Global Payroll & Absence Mgmt >Reports >Define Layout ARG >Layout Definition**

This example illustrates the fields and controls on the Layout Definition page.

Layout Definition
Layout Criteria
Characters Replacement

Layout ID GPAR\_MYSIMP\_01

\*Description

Short Description

<b>Field or Control</b>	<b>Description</b>
<b>Layout ID</b>	Displays the unique identifier of the layout.
<b>Description and Short Description</b>	Enter the long and short (10 characters maximum) descriptions of the layout.

## Layout Criteria Page

Use the Layout Criteria page (GPAR\_LAYOUT\_DEF) to specify row and field definitions for layouts.

Navigation:

**Set Up HCM >Product Related >Global Payroll & Absence Mgmt >Reports >Define Layout ARG >Layout Criteria**

This example illustrates the fields and controls on the Layout Criteria page.

The screenshot shows the 'Layout Criteria' page for 'GPAR\_MYSIMP\_01 Working Relationships File'. The 'Rows Definition' section includes fields for Row Sequence (1), Row Length (88), Description (Working Relationship File - Hire), Short Description (Hire), Query Name (GPAR\_MYSIMP1\_HIR), and Row Type (Detail). The 'Fields Definition' section is a table with columns for Field Sequence, Field Name, Description, Field Type, Start Position, Field Length, and Decimal Positions. It lists fields like RECORD\_TYPE, A.EMPLID, A.EMPL\_RCD, A.ACTION, F.NATIONAL\_ID, and A.EMPL\_CLASS.

Use this page to identify row and field components; the general section defines the length, description, number of times the text file will be printed, source data (query definition to be used or blank if it's a user defined fields row) and row type. Based on query name that is specify, clicking a button fills the **Fields Definition** section.

<b>Field or Control</b>	<b>Description</b>
<b>Row Sequence</b>	Enter the sequence to execute the row during the report layout process.
<b>Row length</b>	Enter the number of positions (characters) that the row will contain according to your report layout specifications.

<b>Field or Control</b>	<b>Description</b>
<b>Calculated Length</b>	Displays the number of positions according to the current setup on Fields Definition section. The system calculates this value automatically at the save time and during a change in the section.
<b>Description and Short Description</b>	Enter long and short descriptions that identify this row in the report layout.
<b>Times to Reproduce</b>	Displays the number of times you need to repeat the current row in your report layout.
<b>Query Name</b>	Select a query that is used to extract the information you require for the current row.  For more information about queries, see the product documentation for <i>PeopleTools: Query</i> .
<b>Row Type</b>	Specify the row type. Valid values are <i>Header</i> , <i>Detail</i> , and <i>Trail</i> .  Use <i>Header</i> to indicate that the row belongs to a header type, <i>Detail</i> to indicate it's part of the body of the report, and <i>Trail</i> to indicate it's a row for totals.
<b>Populate Fields</b>	Click to populate fields in the <b>Field Definition</b> section with information that is extracted from the specified query.

## Field Definition - Main

With a button click, the **Field Definition** section is automatically populated with fields that are selected in the query. Additionally, you can add user fields manually.

The fields component specifies each data that will be used by the row (the field may or may not be printed) and its format depending on the field type. One of the most powerful elements are the agents. They perform calculations, such as sum or count, and bring the current system's date or time.

<b>Field or Control</b>	<b>Description</b>
<b>Field Sequence</b>	Enter the order in which the field is to be printed on the flat file.
<b>Field Name</b>	Displays the name of the field that is either populated automatically or entered manually.  Click the link to add a field to the list or modify an existing field in the modal window that appears.

<b>Field or Control</b>	<b>Description</b>
<b>Description</b>	Enter a description for the field.
<b>Field Type</b>	Select a type for the field. Valid values are:  <i>Character</i>  <i>Date</i>  <i>Date Time</i>  <i>Image</i>  <i>Long Char</i>  <i>Numeric</i>  <i>Signed Number</i>  <i>Time</i>
<b>Start Position</b>	This field is calculated based in the last position already defined + 1.
<b>Field Length</b>	Enter the number of characters for this field according to your report layout definition.
<b>Decimal Positions</b>	Enter the number of decimal positions to be used for this field.

### Field Definition - Details

Use the Details tab to define certain properties of each field, for example, the source from where a field value is retrieved, whether or not a default field value is available, and so on.



<b>Field or Control</b>	<b>Description</b>
<b>Value Source</b>	<p>Enter the source for your field. Valid values are:</p> <p><i>Agent Value:</i> This field takes its value from the sum or count of other field.</p> <p><i>Conversion:</i> Convert one value to another. When you select this source type, you need to enter the value conversion.</p> <p><i>Field Data:</i> This field value is taken from the Query.</p> <p><i>User Default:</i> Use this source type if you want to default the field with a given value. When this value source is selected, enter a default value.</p>
<b>Default Value</b>	Enter a default value if the selected value source is <i>User Default</i> .
<b>Required</b>	Select if this field must have a non-blank value.
<b>Suppressed</b>	<p>Select if this field should not be part of the report.</p> <p>Use this option in situations where a field is required as a reference (for example, in the log file) but should not appear on the report.</p>
<b>Log</b>	Select to include this field in the log file.
<b>Source</b>	Displays the source from where this field value is retrieved.

## Field Definition - Date

<b>Field or Control</b>	<b>Description</b>
<b>Date Format</b>	<p>Select the date format to use for date fields. Valid values are:</p> <p><i>DDMMYY</i></p> <p><i>DDMMYYYY</i></p> <p><i>DDMMYY</i></p> <p><i>DDMMYYYY</i></p> <p><i>MMDDYY</i></p> <p><i>MMDDYYYY</i></p> <p><i>MMDDYY</i></p> <p><i>MMDDYYYY</i></p> <p><i>YYMMDD</i></p> <p><i>YYMMDD</i></p> <p><i>YYYYMMDD</i></p> <p><i>YYYYMMDD</i></p>
<b>Time Format</b>	<p>Select the time format to be used for a time field. Valid values are:</p> <p><i>HHMM</i></p> <p><i>HHMMSS</i></p>
<b>Date Separator</b>	<p>Enter a date separator to be used to separate day, month and year values of a date, for example, /.</p>

## Field Definition - String

Use the String tab to define how a string field value is handled, for example, whether it should be in uppercase, right or left trimmed, and so on.

<b>Field or Control</b>	<b>Description</b>
<b>Strip Characters</b>	<p>Enter characters that must be removed from the string. For example, if a date string is "01/01/2009" and you want to print it as "01012009", then you should enter "/" in this field.</p>

<b><i>Field or Control</i></b>	<b><i>Description</i></b>
<b>Left Pad</b>	Enter a character to fill the remaining left blank positions.
<b>Right Pad</b>	Enter a character to fill the remaining right blank positions.
<b>Upper Case</b>	Select if you want to show characters in upper case.
<b>Left Trim</b>	Select to remove left blank spaces.
<b>Right Trim</b>	Select to remove right blanks spaces.

### Field Definition - Agent

Use the Agent tab to define whether a field value should be added, counted, or is about a date or time that depends on another field or value to determine the field value.

<b><i>Field or Control</i></b>	<b><i>Description</i></b>
<b>Agent Value</b>	Valid values are:  <i>Count</i>  <i>Date</i>  <i>Sum</i>  <i>Time</i>
<b>Agent Count</b>	Select to count the number of occurrences.
<b>Agent Sum</b>	Select to sum the value of the field.

### Characters Replacement Page

Use the Characters Replacement page (GPAR\_LAYOUT\_REP) to specify conversion value pairs.

Navigation:

**Set Up HCM >Product Related >Global Payroll & Absence Mgmt >Reports >Define Layout  
ARG >Characters Replacement**

This example illustrates the fields and controls on the Characters Replacement page.

Use this page to enter convert-from and convert-to value pairs. This is an optional step; it is needed in situations where a character field value should be converted from a certain value to a different one.

**Related Links**

[Global Payroll for Argentina Reports: A to Z](#)

## Setting Up Income Tax Liquidation Report Parameters

This topic lists the page used to set up income tax liquidation parameters.

### Pages Used to Setup Income Tax Liquidation Report Parameters

<i>Page Name</i>	<i>Definition Name</i>	<i>Usage</i>
Income Tax Liquidation ARG page	GPAR_RC_TAX	Create the Income tax liquidation report and the F-1357 flat file that should be delivered to the AFIP.

### Income Tax Liquidation ARG Page

Use the Income Tax Liquidation ARG page to execute the income tax liquidation process.

Navigation:

**Global Payroll & Absence Mgmt > Taxes > Income Tax Liquidation ARG page**

This example illustrates the fields and controls on the Income Tax Liquidation ARG Page.

### Income Tax Liquidation ARG

Run Control ID balp

Language English v

[Report Manager](#) [Process Monitor](#) Run

**Report Parameters**

\*Application  Q

\*Company  Q

\*Date From  📅

\*Calendar Group ID  Q

\*Calendar ID  Q

\*Print Date  📅

Responsible Person Name

\*Generic Report ID  Q

Income Tax Liquidation ARG

Argentina Financial Company

\*Date To  📅

Tax Liquidation  Tax Liquidation Summary

F-1357

**Selection Criteria**

All Establishments & Payees
 Select Employees

<b>Field or Control</b>	<b>Description</b>
<b>Application</b>	Select application as INCOME TAX LIQ in this field.
<b>Company</b>	The organization for which the report is to be generated.
<b>Date From and Date To</b>	Select the required date range for which the liquidation process is to be executed.
<b>Calendar Group ID</b>	Select the required Calendar Group ID.
<b>Calendar ID</b>	Select the required Calendar ID.
<b>Print Date</b>	Date that is to be printed on the report.
<b>Responsible Person Name</b>	Type the person’s name who signs the report.
<b>Generic Report ID</b>	Select the corresponding generic Report Id.
<b>Tax Liquidation</b>	Report with detailed information by employee.

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<b>Field or Control</b>	<b>Description</b>
<b>Tax Liquidation Summary</b>	Summary amounts of the selected criteria.
<b>F-1357</b>	Select this checkbox if you want to generate the F-1357 text file. By selecting this checkbox, a new section F-1357 is displayed.
<b>File Sequence Number</b>	Displays the number of files that are considered as part of TXT file name. By default, it shows zero.
<b>Report Type</b>	Select the required file type. Possible values are: <ul style="list-style-type: none"> <li>• Annual</li> <li>• Final</li> <li>• Informative</li> </ul>
<b>Rectification Sequence Number</b>	Displays the rectification file sequence to be printed in the header of TXT file. By default, it shows zero.
<b>Selection Criteria</b>	Select 'Options All Establishments & Payees' or 'Selected Employees' as per requirements.

## Steps for Setting up Income Tax Liquidation Report Parameters

To setup income tax liquidation report parameters, perform the following:

1. Update the following Element Groups with your corresponding Accumulators that will be used to extract the information for the TXT and PDF files.
  - GP AR TAX LIQ DD (Deductions)
  - GP AR TAX LIQ DD23 (Deductions Art 23)
  - GP AR TAX LIQ ERN (Earnings)
  - GP AR TAX LIQ REM (Remunerations)

---

**Note:** The accumulators must be annually (YTD), else the report will not show the yearly results.

---

2. Navigate to Define List Set page (Set up HRMS > Product Related > Global Payroll and Absence Management > Elements > Define List Set). Click the Element Group Details icon in the Element Groups block, to associate your Element List Members to the corresponding pre-defined string.

### Define List Set page

Country ARG Argentina  
List Set INCOME TAX LIQ  
\*Description Income Tax Liquidation ARG  
\*Application Country ARG Argentina  
\*Application INCOME TAX LIQ Income Tax Liquidation ARG

**List Set Details** 1 of 1 View All

\*Effective Date 01/01/2019

**Element Groups** 1-4 of 4 View All

*Element Group Name	Description			
GP AR TAX LIQ ERN	Tax Liquidation Earnings		+	-
GP AR TAX LIQ DD	Tax Liquidation Deductions		+	-
GP AR TAX LIQ DD23	Income Tax Deductions Art 23		+	-
GP AR TAX LIQ REM	Income Tax Remuneration		+	-

Create new Element Group

Save Return to Search Notify Add Update/Display Include History Correct History

Associate Element List Members to the corresponding string as shown in the example.

### Element Groups page

Country	ARG	Argentina
List Set	INCOME TAX LIQ	Income Tax Liquidation ARG
Effective Date	01/01/2019	
Element Group Name	GP AR TAX LIQ DD23	Income Tax Deductions Art 23

**Element Group Attributes**

Title	DEDUCTIONS ART.23	<input checked="" type="checkbox"/> Totalize
Order	30	

**Element Group Members and Attributes**

1-7 of 7 | View All

Element Name	Application Sort Seq	Header	Use	String
GAN AC NO IMPON AN	10	<input type="checkbox"/>	<input checked="" type="checkbox"/>	TAXES_NONE
GAN AC DED ESPEC	20	<input type="checkbox"/>	<input checked="" type="checkbox"/>	SPECIAL_AMT_1
GAN AC AJ DED ESP	30	<input type="checkbox"/>	<input checked="" type="checkbox"/>	SPECIFIC_DED
GAN AC DED CONYUGE	40	<input type="checkbox"/>	<input checked="" type="checkbox"/>	SPOUSE
GAN VR # HIJOS A/C	50	<input type="checkbox"/>	<input checked="" type="checkbox"/>	GPAN_NBR_CHILDREN
GAN AC DED HIJOS	60	<input type="checkbox"/>	<input checked="" type="checkbox"/>	CHILDREN
GEN AC ASIG FAMIL	70	<input type="checkbox"/>	<input checked="" type="checkbox"/>	FAMILY_HOST

**Note:** You are not allowed to modify the predefined strings.

- Validate that the INCOME TAX LIQ Application exists, if not, you need to add it through the Define Application page as shown (Set up HRMS > Product Related > Global Payroll and Absence Management > Elements > Define Application).

**Note:** This Application is predefined and only used to validate those already exist in the system.



### Define Application page

**Define Application**

Country ARG Argentina  
 Application INCOME TAX LIQ  
 \*Description

**List Set**

*Attribute Control	*Description	Prompt View	Default Value		
<input type="text" value="Edit Box"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	+	-

**Element Group**

*Attribute Control	*Description	Prompt View	Default Value		
<input type="text" value="Edit Box"/>	<input type="text" value="Title"/>	<input type="text"/>	<input type="text"/>	+	-
<input type="text" value="Check Box"/>	<input type="text" value="Totalize"/>		<input type="text" value="N"/>	+	-
<input type="text" value="Edit Box"/>	<input type="text" value="Order"/>	<input type="text"/>	<input type="text"/>	+	-

**Element**

*Attribute Control	*Description	Prompt View	Default Value		
<input type="text" value="Check Box"/>	<input type="text" value="Header"/>		<input type="text" value="N"/>	+	-
<input type="text" value="Check Box"/>	<input type="text" value="Use"/>		<input type="text" value="Y"/>	+	-
<input type="text" value="Edit Box"/>	<input type="text" value="String"/>	<input type="text"/>	<input type="text"/>	+	-

## Setting Up AFIP Parameters

This topic lists the page used to set up AFIP parameters.

### Pages Used to Setup AFIP Parameters

<i>Page Name</i>	<i>Definition Name</i>	<i>Usage</i>
AFIP Parameters ARG page	GPAR_AFIP_PAR	To define AFIP parameters.

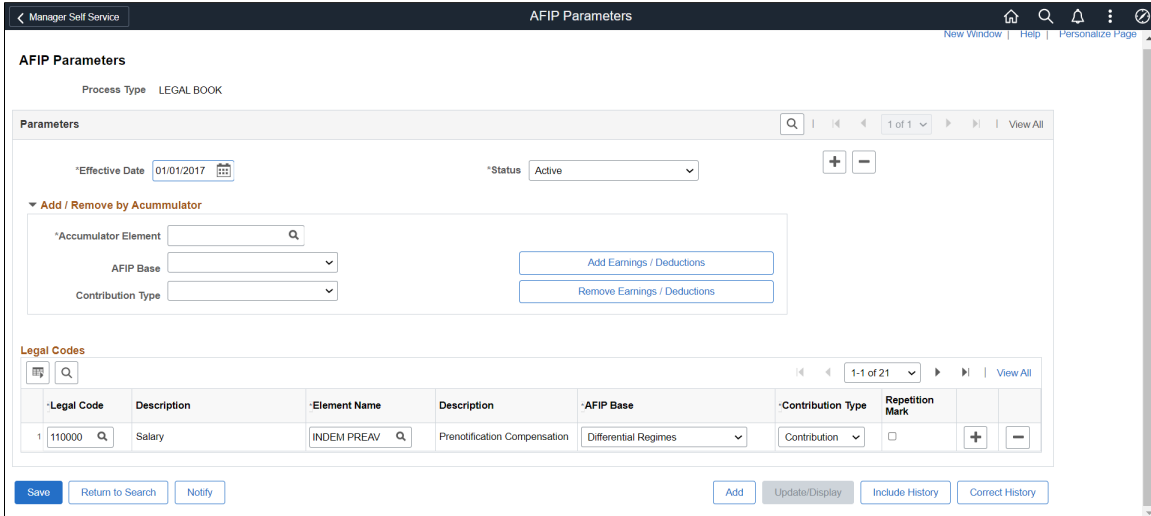
### AFIP Parameters ARG Page

Use the AFIP Parameters ARG page to enter the company element catalog which is used to generate the First Load Layout interface.

Navigation:

**Setup HCM > Product Related > Global Payroll & Absence Mgmt > Reports > Generic Reports ARG**

This example illustrates the AFIP Parameters page.



<b>Field or Control</b>	<b>Description</b>
<b>Process Type</b>	Displays the process type value that you selected in the entry dialog box.
<b>Effective Date</b>	Effective Date of the record.
<b>Status and</b>	Select the status of the record.  Available options are: <ul style="list-style-type: none"> <li>• Active</li> <li>• Inactive</li> </ul>
<b>Accumulator</b>	Enter the accumulator that will be used to populate or delete members in the Legal Code grid.
<b>AFIP Base</b>	Select the required AFIP Base from AFIP Bases Catalog.
<b>Contribution Type</b>	Select the required contribution type.  Available options are: <ul style="list-style-type: none"> <li>• None</li> <li>• Contribution</li> <li>• Investment</li> </ul>

<b>Field or Control</b>	<b>Description</b>
<b>Add Earnings / Deductions</b>	Select this option to automatically populate the legal codes in the Legal Code grid with the accumulator members; If you Select AFIP BASES or Contribution Type the Legal Codes in the Grid will also be populated with these values. You can modify the grid values based on requirements.
<b>Remove Earnings / Deductions</b>	Select this option to remove the auto populated legal codes.
<b>Legal Code</b>	Select the required legal code from the legal code catalog.
<b>Element Name</b>	Select the corresponding element that will be associated to a Legal Code.
<b>AFIP Base</b>	Select the AFIP Base from the legal code catalog.
<b>Contribution Type</b>	Select the required contribution type.  Available options are: <ul style="list-style-type: none"> <li>• None</li> <li>• Contribution</li> <li>• Investment</li> </ul>
<b>Repetition Mark</b>	To indicate whether the element can be repeated or not.

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## Setting Up Generic Reports Parameters

This topic lists the page used to set up generic report parameters.

### Pages Used to Setup Generic Reports Parameters

<b>Page Name</b>	<b>Definition Name</b>	<b>Usage</b>
Generic Reports ARG - Definition page	GPAR_GENRPT_SETUP	To define the report ID and its setup.
Generic Reports ARG - Rows or Columns page	GPAR_GENRPT_ROW	To define rows and columns layout.

## Generic Reports ARG - Definition Page

Use the Generic Reports - Definition page to define the report ID and its setup. You can define Elements to print, Labels, Break Levels as well as the Sections and Order to print the Elements for Generic Reports for basic Payroll Results.

Navigation:

**Global Payroll & Absence Mgmt > Reports > Generic Reports ARG**

This example illustrates the fields and controls on the Generic Reports ARG Page.

<b>Field or Control</b>	<b>Description</b>
<b>Report ID</b>	Unique ID of the generic report.
<b>Description</b>	Meaningful description of the report.
<b>Break Level 1 and</b>	Select the required break levels to sort the report. You can sort by company or department. If you use multiple Break Levels, the system sorts first by Break Level 1 and then by Break Level 2.
<b>Break Level 2</b>	Select the required break levels to sort the report. You can sort by company or department. If you use multiple Break Levels, the system sorts first by Break Level 1 and then by Break Level 2.
<b>Page Break for Level 1 and</b>	Select this option to add a Page Break for the first level.

<b>Field or Control</b>	<b>Description</b>
<b>Page Break for Level 2</b>	<b>Page Break for Level 2</b>
<b>Sort Option</b>	Select a default method to sort the report.  Available options are: <ul style="list-style-type: none"> <li>• Employee ID</li> <li>• Employee Record Number</li> <li>• Employee Name</li> </ul>
<b>Page Break for Employee Level</b>	Select this option if you want to use a new page for each employee.
<b>Hide Null Lines</b>	Select this option to prevent printing lines with values equal to zero.

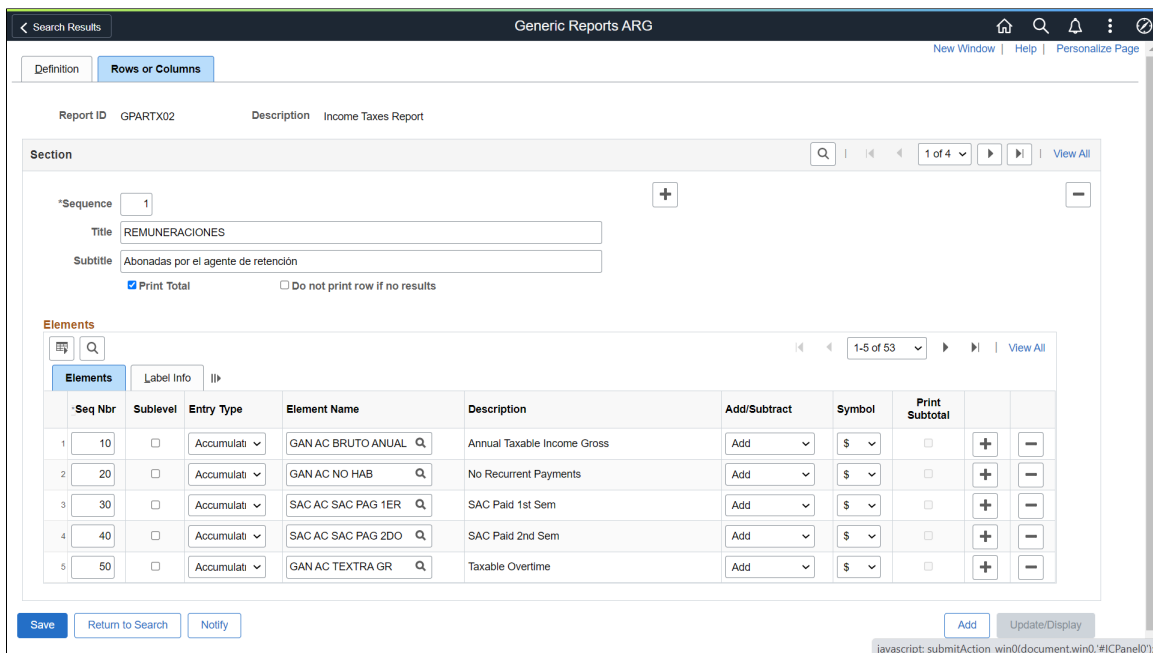
## Generic Reports ARG- Rows or Columns Page

Use this page to define rows and columns layout for the generic report.

Navigation:

**Setup HCM >Product Related >Global Payroll & Absence Mgmt > Reports > Generic Reports ARG > Rows or Columns**

This example illustrates the fields and controls on the Generic Reports ARG page.



<b><i>Field or Control</i></b>	<b><i>Description</i></b>
<b>Sequence</b>	Sequence number for the report.
<b>Title</b>	The title for each section in the report.
<b>Subtitle</b>	The subtitle for each section in the report.
<b>Print Total</b>	Select this option to print Totals before a Page Break.
<b>Do not print row if no results</b>	Select this option to avoid printing unnecessary rows in the report.

## Elements

Use the Elements section to select the elements to be printed on the report.

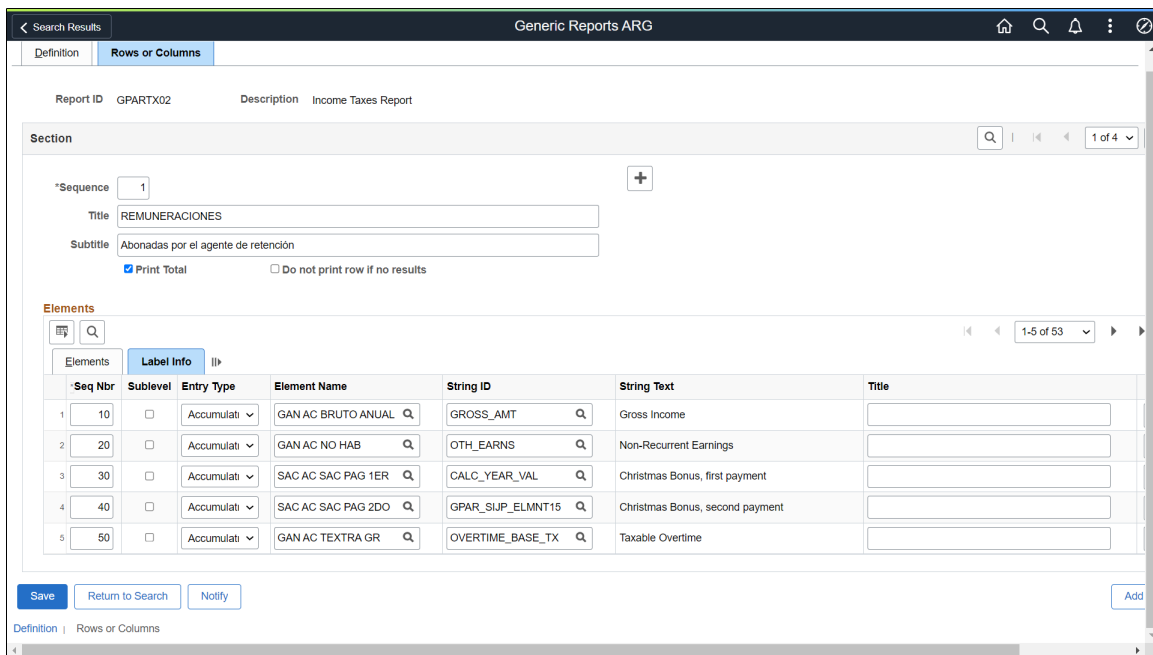
<b><i>Field or Control</i></b>	<b><i>Description</i></b>
<b>Seq Nbr</b>	Enter a sequence number for the detail in the section.
<b>Sub Level</b>	Select this option to indicate a Break within the Level. The fields Print Subtotal, String ID and Title is enabled only when this checkbox is selected.
<b>Entry Type</b>	Select the entry type for the element.  Available options are: <ul style="list-style-type: none"> <li>• Auto Assign</li> <li>• Accumulator</li> <li>• Deduction</li> <li>• Earnings</li> <li>• Variable</li> </ul>
<b>Element Name</b>	Select the required element name.
<b>Description</b>	Description for the element.
<b>Add/Subtract</b>	To indicate whether the elements are added or subtracted.

<b>Field or Control</b>	<b>Description</b>
<b>Symbol</b>	Select the symbol to be printed on the report.  Available options are: <ul style="list-style-type: none"> <li>• \$ (pesos)</li> <li>• % (percentage)</li> <li>• No Sign</li> </ul>
<b>Print Subtotal</b>	Select to print subtotals before a Break in the Sublevel.

### Label Info

Use the Label Info section to define label details for the report.

This example illustrates the General Reports ARG page.



<b>Field or Control</b>	<b>Description</b>
<b>String Id</b>	Select the String ID that replaces the Element’s description. The list of values displays values only if the Report Id matches with Program ID of Strings Table page.
<b>Title</b>	Enter the label that will be printed in the column when the associated element is not equal to 0. This value overrides the element's description mentioned in the Elements section.

**Note:** For details regarding rest of the fields displayed on the Label Info tab, see Elements section.

## Setting Up Legal Codes

This topic lists the page used to set up legal codes.

### Page Used to Setup Legal Codes

<i>Page Name</i>	<i>Definition Name</i>	<i>Usage</i>
Legal Codes ARG page	GPAR_LGL_CODE	To set the Legal Code provided by AFIP to be used in the Legal Book report.

### Legal Codes Page

Use the Legal Codes page to set the Legal Code provided by AFIP to be used in the Legal Book report.

Navigation:

**Setup HCM >Product Related >Global Payroll & Absence Mgmt > Reports > Legal Codes ARG > Rows or Columns**

This example illustrates the Legal Codes page.

<i>Field or Control</i>	<i>Description</i>
<b>Effective Date</b>	Effective date of the record.



<b><i>Field or Control</i></b>	<b><i>Description</i></b>
<b>Status</b>	Select the required status.  Available options are: <ul style="list-style-type: none"><li>• Active</li><li>• Inactive</li></ul>
<b>Description</b>	Meaningful description for the legal code.
<b>Short Description</b>	Short description for the legal code. If any description was entered, the description will be trimmed.



## Chapter 9

# Global Payroll for Argentina Reports

## Global Payroll for Argentina Reports: A to Z

This table lists the Global Payroll for Argentina reports, sorted alphanumerically by report ID.

For more information about running these reports, refer to:

- The corresponding topics in the product documentation.
- *PeopleTools: PeopleSoft Process Scheduler*
- *PeopleTools: BI Publisher for PeopleSoft*
- *PeopleTools: SQL Language Reference for PeopleSoft*

For samples of these reports, see the [Report Samples](#) that are published with this online documentation.

<b>Report ID and Report Name</b>	<b>Description</b>	<b>Navigation</b>	<b>Run Control Page</b>
GPARTX01 Form 649 Report	Detailed income tax retentions and deductions for annual withholding taxes. This report can also be delivered for a terminated employee.	<b>Global Payroll &amp; Absence Mgmt &gt; Taxes &gt; Form 649 ARG &gt;Form 649 Report ARG Page</b>	GPAR_RC_F649
GPARTX02.SQR F-1357 Report	Create the Income tax liquidation report and the F-1357 flat file that should be delivered to the AFIP.	<b>Global Payroll &amp; Absence Mgmt &gt;Taxes &gt; Income Tax Liquidation ARG</b>	GPAR_RC_TAX
GPAR_EFT EFT Interface	Creates an electronic flat file to be transferred to the bank and a printed report.	<b>Global Payroll &amp; Absence Mgmt &gt; Payment Processing &gt; Create EFT Payment File ARG &gt;Create EFT Payment File ARG</b>	GPAR_RC_EFT
GPAR_SICORE SICORE Report	Displays information related to earnings and withholdings that should be delivered to the SICORE (Retentions Control System).	<b>Global Payroll &amp; Absence Mgmt &gt; Absence and Payroll Processing &gt; Reports &gt; SICORE Report ARG &gt; SICORE Report ARG</b>	GPAR_RC_SICORE

<b>Report ID and Report Name</b>	<b>Description</b>	<b>Navigation</b>	<b>Run Control Page</b>
GPAR_SIJP SICOSS Report	Displays information that should be transferred to the integrated system of Retirement and Pension required by Argentina government.	<b>Global Payroll &amp; Absence Mgmt &gt; Absence and Payroll Processing &gt; Reports &gt; SICOSS Report ARG &gt; SICOSS Report ARG</b>	GPAR_RC_SIJP
GPARLB01 Legal Book	Monthly report required by Argentina government with details regarding employees' earnings and deductions.	<b>Global Payroll &amp; Absence Mgmt &gt; Absence and Payroll Processing &gt; Reports &gt; Legal Book ARG &gt; Legal Book ARG</b>	GPAR_RC_LGLBOOK
GPARPYSL Payslips Process ARG	Generates payslips.	<b>Global Payroll &amp; Absence Mgmt &gt; Payslips &gt; Print Payslips ARG &gt; Create/ Print Payslips ARG</b>	GPAR_RC_PAYSLIP
GPAR_MYSIMP My Simplification ARG	Generates text files (five total) for Mi Simplificación (My Simplification).	<b>Global Payroll &amp; Absence Mgmt &gt; Absence and Payroll Processing &gt; Reports &gt; My Simplification ARG</b>	GPAR_RC_MYSIMP

## Related Links

[Setting Up Income Tax Parameters](#)

[Setting Up SICOSS Report Parameters](#)

[Setting Up My Simplification Report Parameters](#)