Oracle Fusion Cloud Human Resources

How do I implement payroll interface for ADP Workforce Now?

FA Latest

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1 Setup Payroll Interface for ADP Workforce Now

Overview

Use this playbook to understand the setup and configuration tasks required for the payroll implementation of Oracle Fusion Outbound Interface for ADP Workforce Now V1 and V2.

Before defining the payroll interface with a third-party application, set up the basic organization structures.

Prerequisite tasks:

Complete all the setup tasks for implementing Human Resources and Global Payroll Interface, which include:

- Set up the elements.
- Define the balance definitions
- Define the payment methods
- Define the salary definitions.
- Define the fast formulas.
- Define the object groups.

Implementation Setup

To set up payroll interface for ADP-WFN, define the value sets and the object group for payroll relationship. Once you define the requirements for payroll relationship, associate the employees to payroll.

Defaulting the Company Code

Company codes are defined in value sets and assigned to employees through the assignment UI page. You can now default the company code using the **User-Defined Table** option.

If the company code is defined, the extraction fetches the value directly from the **User-Defined** Table.

Follow these steps to define the company code:

> **Note:** Create Company code values for a LDG.

> **Note: Navigator** > **My Client Groups** > **Payroll** > **User-Defined Tables**

1. Search for **Defaults for ADP Workforce Additional Data**.
2. Click **Edit**.

3. Click **Next** for navigating to User-Defined Table Values.
4. Add values in the generated row.
5. Click Submit and Save.
6. Click + icon or **Create** from Action drop-down list to add a user defined table value.

Define Value Sets

Create value sets for multiple company details. The application delivers the ORA_HRY_PAYROLL_COMPANY_CODE_VALUESET value set.

Here's how you can enter values for ORA_HRY_PAYROLL_COMPANY_CODE_VALUESET company code value set:

> **Note: Navigator** > **My Client Groups** > **Payroll** > **User-Defined Tables**

1. In the Setup and Maintenance work area, go to the **Manage Value Sets** task.
2. Search for and select the **ORA_HRY_PAYROLL_COMPANY_CODE_VALUESET** value set.
3. Click **Manage Values**.
4. On the **Manage Values** page, click **Create**.
5. Enter each company code as a new value.
6. Click **Save and Close**.

Associate Employees to Payroll

You can associate new and existing employees to provide additional assignment information. When hiring an employee using the HCM hire flow, specify the payroll to which the employee must be mapped in the Payroll Details sub section of the Assignment section.

On the Payroll Relationships page, you can associate newly-hired employees to the respective payroll.

> **Note: Navigator** > **My Client Groups** > **Payroll Relationships**

1. On the Payroll Relationships page, add a payroll for an employee in the Payroll Details section.

Manage Additional Employee Information

You can manage additional employment information for payroll interface for ADP in one of these ways:

1. Use the **New Person** task to hire an employee. Click the **New Person** quick action under the **My Client Groups** tab.
2. Use the Additional Person Info task for existing employees.

> **Note:** Ensure that the master list of applicable values provided by ADP is loaded into the HCM application before mapping employees to those values.

Contexts and Segments

The context and segments are delivered to accommodate the additional attributes.

This table shows the contexts that are available under the Assignment EIT Information EFF flexfield, which is associated with the respective **PER_ASSIGNMENT_EXTRA_INFO_M** table.

Context Name (for ADP Workforce Now V1)	Context Name (for ADP Workforce Now V2)	Use To
ORA_HRY_GPI_WFN_EMP_INFO	ORA_HRY_GPI_WFN_EMP_LOV_INFO	Capture employment details of employees at the assignment level
ORA_HRY_GPI_WFN_PAYROLL_ADDL_INFO	ORA_HRY_GPI_WFN_PAY_LOV_INFO	Accommodate additional payroll agreement custom field attributes.
ORA_HRY_GPI_WFN_JOB_INFO	ORA_HRY_GPI_WFN_JOB_LOV_INFO	Create the Compensation Defaulting Values, which is used for NAICS Compensation code at Employee level in Assignment UI.

You can enable and deploy these contexts for ADP Workforce Now V1:

FLEXFIELD NAME	PER_ASSIGNMENT_EIT_EFF	PER_ASSIGNMENT_EIT_EFF	PER_ASSIGNMENT_EIT_EFF
Flexfield Code	Assignment EIT Information EFF	Assignment EIT Information EFF	Assignment EIT Information EFF
Context Code (Code)	ORA_HRY_GPI_WFN_EMP_INFO	ORA_HRY_GPI_WFN_PAYROLL_ADDL_INFO	ORA_HRY_GPI_WFN_JOB_INFO
Context Name (Display Name)	GPI Workforce Now Expanded Employment Information	GPI Workforce Now Expanded Payroll Additional Information	GPI Workforce Now Expanded Job Information
Behavior	Single Row	Single Row	Single Row
Enabled	Yes	Yes	Yes

You can enable and deploy these contexts for ADP Workforce Now V2:

FLEXFIELD NAME	PER_ASSIGNMENT_EIT_EFF	PER_ASSIGNMENT_EIT_EFF	PER_ASSIGNMENT_EIT_EFF
Flexfield Code	Assignment EIT Information EFF	Assignment EIT Information EFF	Assignment EIT Information EFF
Context Code (Code)	ORA_HRY_GPI_WFN_EMP_LOV_INFO	ORA_HRY_GPI_WFN_PAY_LOV_INFO	ORA_HRY_GPI_WFN_JOB_LOV_INFO
Context Name (Display Name)	GPI Workforce Now Expanded Employment Information with LOV format	GPI Workforce Now Expanded Payroll Additional Information with LOV Format	GPI Workforce Now Expanded Job Information with LOV format
Behavior	Single Row	Single Row	

FLEXFIELD NAME	PER_ASSIGNMENT_EIT_EFF	PER_ASSIGNMENT_EIT_EFF	PER_ASSIGNMENT_EIT_EFF
Enabled	Yes	Yes	

Enable the Context

Here's how you can enable the delivered flexfield context:

> **Note:** Before you enable the context, consult with ADP.

1. On the Home page, click the **Submit a Flow** quick action under the **My Client Groups** tab.
2. Select a US Legislative Data Group.
3. Search for and select the **Manage Global Payroll Interface Feature Usage** flow.
4. Click **Next**.
5. On the Enter Parameters page, complete these fields:

Flow Parameter	Value
Flow Parameter	Value
Payroll Flow Name	Meaningful name
Purpose	Enable Additional Data Capture for ADP Interfaces Disable Additional Data Capture for ADP Interfaces
Feature	Search for and select **Assignment EIT Information EFF**.
Component	Search for and select **GPI Workforce Expanded Employment Information** (for V1) Search for and select **GPI Workforce Now Extended Information with LOV format** (for V2)
Subcomponent	Select the required subcomponent: ◦ All ◦ Company Code ◦ Employee ID Override ◦ Benefits Eligibility Class ◦ Cancel Automatic Pay ◦ Hiring Source ◦ NAICS Workers Compensation Code ◦ Shift

Flow Parameter	Value
	◦ Lived Local Tax Code ◦ Local 4 Tax Code ◦ Local 5 Tax Code ◦ Worked Local Tax Code

6. Click **Submit**.
7. You can repeat steps 3 through 6 to enable **Extended Payroll Additional Information**.
8. Select these parameters.

Flow Parameter	Value
Payroll Flow Name	Meaningful name
Purpose	Enable Additional Data Capture for ADP Interfaces Disable Additional Data Capture for ADP Interfaces
Feature	Search for and select **Assignment EIT Information EFF** (for V1)
Component	Search for and select **GPI Workforce Extended Payroll Additional Information** (for V2)
Subcomponent	Select the required subcomponent.

9. Click Submit.
10. To enable **GPI Workforce Now Expanded Job Information**, repeat steps 3 through 6. Select the parameters as shown in this table:

Flow Parameter	Value
Payroll Flow Name	Meaningful name
Purpose	Enable Additional Data Capture for ADP Interfaces Disable Additional Data Capture for ADP Interfaces
Feature	Search for and select **Job EIT Information EFF**.
Component	Search for and select **GPI Workforce Now Expanded Job Information** (for V1)

Flow Parameter	Value
	Search for and select **GPI Workforce Now Expanded Job Information with LOV format** (for V2).
Subcomponent	Select the required subcomponent.

Deploy Extensible Flexfields

Here's how you can deploy extensible flexfields:

Note: Before you deploy the extensible flexfields, consult with ADP.

1. In the **Setup and Maintenance** work area, go to the **Manage Extensible Flexfields** task.
2. On the **Manage Extensible Flexfields** page, search for the **Assignment EIT Information EFF** flexfield.
3. Click **Deploy Flexfield**.
4. Ensure that the deployment completes successfully and the deployment status column displays a green tick mark.
5. Repeat the steps to deploy the Job Extra Flex fields.

Defaulting Compensation Code at Job Level

You can default compensation code at Job level to avoid repeating these steps for an employee for the same NAICS Compensation code at Assignment level. To change the NAICS compensation code other than the defaulted value, carry out the regular flow in the assignment level.

If the NAICS compensation code is blank and the default value is defined at the specific Job, the extraction fetches the NAICS compensation code.

Follow these steps to add the default Compensation code at the Job level:

1. Navigate to **My Client Groups** > **Workforce Structure** work area.
2. Click **Jobs**.
3. Search for the specific job for which you want to default a compensation code.
4. Enter the Compensation Code value in the **Code** field.

Lookups

The delivered LOVs are either lookup codes with specific lookup types or value sets. For example, Pay Frequency Code is a lookup code, but Company Code and Client Code are value set values.

Note: You can add lookup values to the extensible lookups or user defined lookups and not to system lookups.

Attribute	Oracle-LOVs	Description
Gender	• M • F	• Male • Female
Pay Frequency	• Bi Month • Bi Weekly • Calendar Month • Quarter • Semi Month • Semi Year • Week • Year	• Bimonthly • Biweekly • Monthly Calendar • Quarterly • Semimonthly • Semiannually • Weekly • Yearly
Education Level	• BACHELOR • CA_10 • CA_20 • CA_80 • DOCTORAL MASTERS	• Bachelor Degree • High school graduate • Associate Degree • Other education level • Doctorate Master Degree
EEO Ethnic Code	• 1 • 2 • 3 • 4 • 5 • 6 • 7 • 8	• White • Two or More races • Black or African • American • Hispanic or Latino Asian • Native Hawaiian or Other Pacific Islander • America Indian or Alaska native • Not disclosed
Salutation	• DR • MS • MISS • MRS • MR	• Doctor • Ms • Miss • Mrs • Mr
Actual Marital Status	• S • M • DE_FACTO • RDP • CL • CU • D • L	• Single • Married • Domestic Partner • Registered domestic partner • Common-Law • Civil union • Divorced • Legally Separated

Attribute	Oracle-LOVs	Description
	• W	• Widowed
EEOC Job Code	• FIR/MIDOFFICIAL • PROFESSIONAL • TECHNICIAN • SALES • ADMIN • CRAFTWORKER • OPERATIVE • LABOURER • SERVICE • EXECS • MIDLEVEL	• First, middle level officials and managers • Professionals • Technicians • Sales workers • Administrative support workers • Craft workers • Operatives • Laborers and helpers • Service workers • Executive or senior level officials and managers • First or mid level officials and managers
Employee Type	• PR • PT • FT • FR	• Part time regular • Part time temporary • Full time temporary • Full time regular
FLSA Code	• EXEMPT • NONEXEMPT	• Exempt • Nonexempt
Hire Reason	• CDD • CDI • NEWHIRE	• Fixed term - CDD • Permanent - CDI • Hire to fill vacant position.
Termination Reason	• WORK_RELATED • DISMISAL WORK_RELATED • REDUND_ECONOMIC • RESIGNATION • RESIGN_PERSONAL • RETIRE_VOLUNTARY • RETIRE_UNVOLUNTARY • WORK_RELATED • TERMINATE_END _CDD • TERMINATE_MUTUAL	• Work Incident or Work Related Illness • Dismissal work Incident or Work Related illness • Redundancy following economic recovery • Resignation • Personal Reasons • Voluntary retirement • Involuntary retirement • Work Incident or Work Related Illness • End of fixed term contract • Contract breach by mutual agreement
Bank Deposit Deduction Type	• CHECKING • MONEYMRKT • SAVINGS	• Checking • Money Market • Savings

2 Integration Requirements

Change Effective On (CEO)

ADP considers the **Change Effective On** date as a key field, that must be extracted from the HR system and included in all records.

The change effective on date refers to the transaction's effective date. For example, when a new employee joins the company, their start date serves as the change effective date.

For example, for the transactions listed below for employee David, the CEO will be the event's effective date.

CEO

Date Effective Transactions for employee David	Change Effective On (CEO)
David is a new hire	Hire Date
David receives a rate increase	Rate Effective Date
David starts leave	Leave Start Date
David returns from leave	Leave Return Date
David is terminated	Termination Date
Assignment	Assignment Start Date
Payments	Payments Start Date
Elements	Elements Start Date

Apart from the specified events mentioned above, the Change Effective Date will be determined based on the Process End Date or Effective End Date, which is passed through the flows parameter section.

Paid and Nonpaid Employee

The application extracts both paid and nonpaid employee categories in the same file. However, the required attributes have certain limitations.

This table describes these employee categories

Employee Category	Description
Paid Employee	Configured with payroll relationship and element mapping. The extraction passes the element entry values and payment details. Such details are used in third-party payroll system for processing and making payment.
Nonpaid Employee	The cloud HR application maintains nonpaid employees by assigning them to a payroll relationship. However, the application doesn't maintain the Compensation, Statutory, and Bank related details.

File ID

Each employee has a unique File ID for their employment record. The application stores this information in the Assignment Number field too.

You can store the File ID into the person number. In this scenario, the application automatically generates the Assignment Number and also restricts the field as non-editable. Use the File ID to derive the position ID.

Scenario 1

If you enter File ID in the Person Number field, the application automatically adds Employee Type with Person Number and generates the Assignment Number.

Scenario 2

When you enter File ID in the Assignment Number field, don't begin the entry with alphabets. The application supports multiple assignments

Scenario 3

This integration enables the capture of the File ID in the third-party identifier and populates it without disrupting the existing configuration. You don’t need to perform additional steps to do so.

- **Note:** When migrating the File ID into Third-party identifier, you **MUST** ensure that the terminated employee’s File ID is also populated. (Scenario 3 will get the preference over others)

Note: If you enter the File ID in all three fields as mentioned above, the **Third-party identifier** is given the highest preference.

File ID Captured in Third-party Identifier UI

1. Navigate to **Person Identifiers for External Applications** from the **Employment** work area.
2. Select **Third-party Payroll additional** from identifier type LOV. This option is designed for WFN customers to maintain an employee's corresponding File ID.
3. Select the effective start date, as **From Date** is required.
4. Click Submit.

Position ID

The Position ID is a unique 9 character attribute. The combination of Company Code and File ID derives the Position ID.

Note: The Position ID is derived from File ID.

You can identify the File ID in three ways

- Assignment Number as File ID: If Assignment Number doesn't start with alphabets, consider the File ID from the Assignment Number field
- Person Number as File ID: If the Assignment Number field start with letters, consider the Person Number as File ID.
- Third-Party Identifier as File ID: If the identifier type is **Third-Party Payroll Id** consider the Identifier as File ID and pick up the active record always.

The first 3 positions is Company Code and the next 6 positions is File ID.

- Position 1 to 3 => Company Code (Say 'T24')
- Position 4 to 9 => File ID (say 786, if the file ID is less than 6 digit, then pad with leading zeros)
- Position 10 => 'N' if the assignment status is Active- no payroll else blank.

The derived Position ID is T24000786N.

The application derives the Position ID from the Company Code, Assignment Number, and Assignment Status during extraction. If Assignment Status = Active-No Payroll, the application doesn't either display or store the Position ID.

3 Configure Payroll Data Extraction and Mapping

Use Extensible Fields for Additional Attributes

Use the configurable extensible fields to include additional attributes as needed.

You can configure fast formulas to determine the values for these attributes and map the formulas to the extensible fields.

A lookup type named **ORA_HRY_WFN_EXTND_FORMULA_MAP** has been delivered, allowing customers to add their own custom rule formulas in the meaning of the lookup codes created.

Lookup code **ORA_HRY_WFN_ENABLE_EXTD_VALUES** has been delivered in this lookup type to switch the extraction of extensible fields on or off.

This lookup code has a default meaning **N** which means the feature isn't enabled. To enable this feature and add custom logic, the customer must change the meaning of the lookup code, ORA_HRY_WFN_ENABLE_EXTD_VALUES to **Y**.

To use configurable extensible fields:

1. Create a rule formula of type **Extra Input** for each extensible attribute you want to extract.
2. Map the rule formula to the extensible attributes using the delivered lookup type **ORA_HRY_WFN_EXTND_FORMULA_MAP**.

Create Fast Formula for Rate 1 Amount

This attribute **Rate 1 Amount** retrieves the value defined in the salary basis and converts it based on the payroll frequency specified for an employee using a pre defined Fast Formula.

Whenever an employee's salary changes, the **Rate 1 Amount** is extracted and passed through this attribute. Since it's a date-effective transaction, a transactional record is created in the extraction file with the effective start date as the **Change Effective On (CEO)** date.

You can customize the conversion rate by modifying the Fast Formula.

To create the fast formula for Rate 1 follow these steps:

1. Create a fast formula with the name Rate_1 (example). Click the **Fast Formulas** quick action under the **My Client Groups** tab to create a fast formula of type **Extra** Input. The formula should return the logically determined salary amount value and description through a variable called l_computed_val. The variable returning the computed value should have the name l_computed_val. Ensure that the fast formula start date is sufficiently backdated, something like 1-Jan-1900.
2. Compile the formula successfully.

   Sample Formula:

```
DEFAULT FOR PER_ASG_ASSIGNMENT_NAME IS ' '

DEFAULT FOR CMP_ASSIGNMENT_SALARY_ANNUAL_AMOUNT IS 0 l_rate1
 =ROUND(CMP_ASSIGNMENT_SALARY_ANNUAL_AMOUNT,0)/10000
```

```
l_computed_val = TO_CHAR(l_rate3) return l_computed_val
```

Map the Rule Formula to the Lookup Type

1. In Setup and Maintenance, search for and select the **Manage Common Lookups** task.
2. On the Manage Common Lookups page, in the **Lookup Type** field, enter **ORA_HRY_WFN_EXTND_VALUES** and click **Search**.
3. In the ORA_HRY_EXTND_DATA_FORMULA_MAP > Lookup Codes section, for the **ORA_HRY_ENABLE_EXTND_VALUES** lookup code, enter **Y** in the **Meaning** field to enable this feature.
4. In the ORA_HRY_EXTND_VALUES Lookup Codes section, add these lookup codes:

Lookup Code	Start Date	End Date	Meaning
Salary	01-Jan-0001	31-Jan-4312	New Created Formula

5. Click **Save and Close**.
6. Recompile the formula.

Create Fast Formula for Rate 3 Amount

This attribute **Rate 3 Amount** is a user defined attribute defined by a fast formula for a user-calculated field.

To create the fast formula for Rate 3 Amount follow these steps:

1. Click the **Fast Formulas** quick action under the **My Client Groups** tab to create a fast formula of type **Extra** Input. The formula should return the logically determined salary amount value and description through a variable called l_computed_val. The variable returning the computed value should have the name l_computed_val. Ensure that the fast formula start date is sufficiently backdated, something like 1-Jan-1900.
2. Compile the formula successfully.

   Sample Formula:

```
DEFAULT FOR PER_ASG_ASSIGNMENT_NAME IS ' '

DEFAULT FOR CMP_ASSIGNMENT_SALARY_ANNUAL_AMOUNT IS 0 l_rate3
 =ROUND(CMP_ASSIGNMENT_SALARY_ANNUAL_AMOUNT,0)/10000
l_computed_val = TO_CHAR(l_rate3) return l_computed_val
```

Map the Rule Formula to the Lookup Type

1. In Setup and Maintenance, search for and select the **Manage Common Lookups** task.
2. On the Manage Common Lookups page, in the **Lookup Type** field, enter **ORA_HRY_EXTND_DATA_FORMULA_MAP** and click **Search**.
3. In the ORA_HRY_EXTND_DATA_FORMULA_MAP > Lookup Codes section, for the **ORA_HRY_ENABLE_EXTND_VALUES** lookup code, enter **Y** in the **Meaning** field to enable this feature.
4. In the ORA_HRY_EXTND_DATA_FORMULA_MAP: Lookup Codes section, add these lookup codes:

Lookup Code	Meaning
ASG_EXTENDED_FIELD_RATE3	Valid rule formula name to populate the value for the attribute Extensible Field 1. Eg: Value For Extensible Field1

Lookup Code	Meaning

5. Click **Save and Close**.

Considerations for Termination and Rehire

When you terminate an employee, the application updates payroll records of the employee accordingly. These scenarios explain the impact of a termination.

HR Records

- The status of the employee records remains Active on and before the actual termination date.
- The status of the employee records becomes Inactive from the next day of the termination date.

Payroll Records

The duration until which the payroll relationship remains open depends on the payroll relationship rule that the respective country defines.

For countries that have the rule:

- **I**, the payroll relationship ends on the next day after the actual termination date.
- **L**, the payroll relationship remains active endlessly.
- **C**, the payroll relationship becomes inactive from the next day after the ATD.

The application end dates the regular earnings on the ATD (=LSED). However, you can add severance pay related element to an employee till the Final Close date. The application processes the employee in a payroll till their Final Close date.

When terminating employees, choose the final close date in such a way that the application can process employee's severance pay a few days or months after their last working day.

Update The Final Close Date

- Navigate to **My Client Groups** > **Quick Actions** > **Payroll Relationships**.
- Search for an employee and enter the Final Close date.
- Click Save.

> **Note:** You can re-extract the updated termination details after the initial extraction to the third-party application. However, you can't reverse the termination process as the integration supports only deleted transactions for Elements and Bank accounts. Reversing a termination process might be considered in future releases.

Rehire

If the hire date is within the current extract period, the application extracts the employee. In case of rehire, the application considers the work relationship of that rehire process. If the hire date of this work relationship is within the current extract period, the application includes the employee in the extract. The application retains person number of the employee if they're rehired within the Legal Employer.

> **Note:** You must enter the employee's prior employment final close date before you rehire employees.

Transfer

In case of a transfer of an employee, the application terminates the current work relationship and creates a new work relationship. In this case, the extraction file includes two records.

To initiate an employee's Global transfer, go to **Employment** UI from **Person Management** work area. Update the assignment and select the Global Transfer from the action list.

The Global Transfer starts a process in the system as follows:

- The existing work relationship automatically terminates and you can create the work relationship to the new Legal Employer
- The current assignment automatically ends and you can create an assignment for the new legal employer.
- You need to reassign the direct reports if the transferred employee has any direct reports.
- The LSPD (Last Standard Process Date) should be on or later to the Global Transfer date. Ensure that this date is accurately maintained in Fusion application; otherwise, the extraction will ignore the termination details.

Recommendation

Ensure that the employee's prior employment final close date is entered in the previous payroll relationship. Place the final close date in the end of the specific payroll period.

Leave Information

The Absence application records the leave information as a single record. But when the interface application extracts the details the Absence application separates the leave information as a separate transaction.

Absence Information

Absence information for employees is captured in the Absence records task. This task allows employees to define their Absence transaction based on the specific leave type.

Workforce Now integration supports sending absence information defined on the Absence Records page.

For Payroll Interface customers, the default leave module with minimal features is licensed for use in the Personal Management work area. Users can enter absence records through the **Absence Records** menu item, under the **Absence** menu.

Before using the Absence Records, the user must configure the necessary prerequisite items for the Absence module.

- Absence Certifications
- Absence Reasons
- Absence Plans

- Absence Types
- Absence Categories

Rate Type Change

The application supports Hourly and Salaried (monthly) Rate types.

- For Hourly basis, enter the scheduled hours with the rate 1 amount for hourly rate. Leave the Standard Hour field blank.
- For Salaried Rate type, enter the standard hours with the rate 1 amount for month frequency.

In case of any change in the rate type, change the respective standard or schedule hours automatically. Hence the existing rate type has a delete record and a new record for the proposed change rate type in the extractions.

4 Split Personal Payment Methods

Split Personal Payment Methods

You can enter bank account details for existing banks and branches on the Personal Payment Methods page. But you can't create any banks and branches details. Payroll Managers, Payroll Administrators, and Payroll Coordinators can only enter account details for the employees they handle.

Note:

- To enable the create option for any of these roles, add the Bank and Branch Management duty role to the relevant role.
- You can't edit bank and branch details on the Personal Payment Methods page.
- Use the Set Up Bank, Branches, and Accounts task list to edit existing banks and branches.

These scenarios illustrate multiple ways to split up payment methods.

Use Fixed Amount Payments

Barbara Franklin wants to save $600 before the next holiday season and wants the money transferred electronically as part of her regular payroll payment processing. She is paid semimonthly and can afford to put aside 100 each payroll period.

When Barbara wants the transfers to start, she adds an electronic funds transfer (EFT) payment method for her savings account and sets the amount to $100. Because Barbara's net payment amount is approximately $1,000 each payroll period, the remaining amount of approximately $900 would be paid using her default payment method, which transfers her payroll payment to her checking account. Before the holiday season, when Barbara decides to stop the transfers to her savings account, she deletes the payment method.

Use Percentage Payments

Terry Smith has a college fund set up for his children and wants to contribute to it each payroll period. Because Terry frequently receives bonuses and sales commissions, his net payment amount is always changing. So, he decides to add a payment method that allocates four percent of his pay to the fund. By using a percentage rather than a fixed amount, Terry can contribute to the fund at the same rate that he earns.

5 Create Payroll Elements

Considerations for creating Payroll Elements

This example shows how to define elements for a US legislative data group where the country extension is set to Payroll Interface.

Below are the key decisions for each element that you define and the options for the decisions for this example.

Decision to Consider	Options In This Example
What's the primary classification?	One of these options: • Standard Earnings • Supplemental Earnings • Taxable Benefits • Pretax Deductions • Voluntary Deductions • Involuntary Deductions • Prestatutory Deductions Information elements aren't supported.
At which employment level should this element be attached?	Select the appropriate level. Typical examples are: • Payroll relationship level for deductions and benefits elements • Assignment or terms level for salary, pension, and social insurance elements • Assignment level for overtime rules, rates, and bonus elements Verify whether your third-party payroll provider can handle terms-level information.
Does this element recur each payroll period, or does it require explicit entry?	Select **Recurring** or **Nonrecurring** as needed.
What are the values to enter for deduction elements?	Period Deduction Amount Goal Amount

Define an Element

Before you define an element, set your country extension to **Payroll Interface** on the Features by Country or Territory page. This setting controls the behavior of important payroll-related features, such as element templates.

To create an element:

Note: My Client Groups > **Elements** > **Create**

1. Select your Legislative Data Group.
2. Select the primary classification that matches the purpose or use of the payroll element.

Element	Example	Primary Classification
Recurring base pay	Annual salary, hourly earnings	Standard Earnings
Recurring payments	Allowance	Standard Earnings
Nonrecurring payments	Bonus	Supplemental Earnings
Recurring or nonrecurring voluntary deductions	Savings plans, charitable contributions, or uniform deposit	Voluntary Deductions

3. In the **Category** field, select **Standard**.
4. Select the secondary classification that corresponds to the selected primary classification.

Example Purpose or Use	Secondary Classification
Recurring base pay	Regular
Nonrecurring payment	Bonus
Recurring voluntary deduction	Select the relevant choice. If there is none, leave it blank.

5. Click **Continue**.
6. On the **Basic Information** page, complete these fields. Click **Next**.

Field	Sample Value
Name	Annual Salary Hourly Wages Allowance Spot Bonus Red Cross Contribution
Reporting Name	Enter the name that you want to display on reports for this earnings or deduction payroll element.

Field	Sample Value
Effective Date	1/1/1951 Enter an early date so that the payroll element is available for use immediately.
Currency	US Dollar
Should every person eligible for the element automatically receive it?	No
What is the earliest entry date for this element?	First Standard Earnings Date
What is the latest entry date for this element?	Last Standard Process Date
At which employment level should this element be attached?	Select the appropriate level, such as terms or assignment level for salary.
Does this element recur each payroll period, or does it require explicit entry?	Recurring or Nonrecurring
Process the element only once in each payroll period?	Yes
Can a person have more than one entry of this element in a payroll period?	No
Process and pay element separately or with other earnings elements?	Does this element have a limit on the amount which is exempt from Federal Tax?
Does this element have a limit on the amount which is exempt from Federal Tax?	No
Does this element have a limit on the amount which is exempt at state level?	No

7. Click **Next**.
8. On the **Additional Details** page, complete these details:

Field	Value
What is the default periodicity of this element?	Bimonthly
Periodicity Conversion Rule	Standard Rate Annualized

Field	Value

9. Verify whether the information is correct, click **Submit**.

Set Up Element Eligibility

On the **Element Summary** page, update the newly defined element detail for eligibility.

1. From the Edit menu, select **Update**.
2. In the Element Overview hierarchy, select **Element Eligibility**.
3. From the Actions menu, select **Create Element Eligibility**.
4. n the **Element Eligibility** name field, enter the element name with the suffix as **Open**.
5. In the **Eligibility Criteria** section, select **All payrolls eligible**.
6. Save and submit the element.

Set Up Values for Deduction Elements

Configure values for deductions and select the special purpose **Primary Input Value** as one of the values.

Specify a value that limits the amount deducted for a value using a goal amount for recurring elements.

1. On the **Element Summary** page, **Element Overview** hierarchy, select **Input Values**.
2. From the Actions menu, select **Create Input Values**.
3. For all deduction elements, enter these values:

Field	Value
Name	Name of the value, such as Period Deduction Amount
Display Sequence	1
Special Purpose	Primary input value or Percentage
Unit of Measure	Money
Create a Database Item	Yes

4. For recurring deduction elements with a goal amount, name the value **Goal Amount**
5. Click **Save**.
6. Click **Submit**.

Adjust Change Effective On for Elements Deletions

Adjust the value of **Change Effective On** attribute in Run Payroll Interface for ADP Workforce Now when elements are end dated or deleted to ensure element deletions happen correctly on ADP Workforce Now.

You can optionally adjust the value of **Change Effective On** attribute in **Run Payroll Interface for ADP Workforce Now** when elements are end dated or deleted in Oracle HCM Cloud. This ensures that elements are deleted on the correct date in ADP Workforce Now.

Follow these steps to enable this feature:

> **Note: Navigator** > **My Enterprise** > **Setup and Maintenance** > **Manage Implementation Projects** > **User-Defined Tables**

1. Search for **Profile Options For Payroll Interfaces** and click on it.
2. In the User-Defined Tables page, click on **Edit**. When Next button is enabled, click on **Next**.
3. In the **Edit User-Defined Table: User-Defined Table Values** page, click on the "+" icon under User-Defined Table Values section.
4. In the **Add User-Defined Table Values** popup, select **Adjust Change Effective On for Elements Deletions** and click on **OK**.
5. Under **Value** column set the value to **Yes**.
6. Submit the changes.

6 Configure ADP Workforce Now Payroll Interface V2

Overview and Uptake of ADP Workforce Now Payroll Interface V2

The delivered payroll interface for ADP Workforce Now V2 contains:

- An extract definition named as **US ADP Workforce Now Payroll Interface V2**
- An ESS flow named as **Run Payroll Interface for ADP Workforce Now V2**

The **US ADP Workforce Now Payroll Interface V2** extract definition retains all the functionalities and features delivered in the earlier version. The enhanced version includes these enhancements:

- Allows you to work with customer-specific payload rules to select and deselect attributes and data groups from within the master data set as per the data requirements agreed with the ADP-WFN implementation team. It also ensures that the configured data adheres to data protection policies.
- Has newly delivered LOV based context, that is enhanced from the existing context and flexfields in the assignment page for V1.
- Supports only seniority date V3. ADP Workforce Now V1 supports Seniority Date V1.
- Includes state level information in Calculation cards, which accommodates the newly delivered form W-4 attributes.

Uptake Recommendations for ADP Workforce Now V2 Extract

- If you're already using the standard **US ADP Workforce Now Payroll Interface**, we strongly recommend that you reach out to Oracle by logging a service request and to ADP by logging a ticket, for key considerations before planning a move to the enhanced version.
- If you're planning to start using the standard **US ADP Workforce Now Payroll Interface**, we recommend that you review and use the **US ADP Workforce Now Payroll Interface V2** version.

How to Uptake US ADP Workforce Now Payroll V2 Extract

Use the steps given in this section, only if you're moving to **US ADP Workforce Now Payroll Interface V2** after due confirmation from both Oracle and ADP Global Payroll.

1. Recreate in the **US ADP Workforce Now Payroll V2** extract definition, the following configurations performed on the earlier version:
    - Additional delivery options (for example, to enable SFTP delivery)

   Following configurations performed on the earlier version are automatically applied in ADP Workforce Now Payroll V2 version:

- Lookup Codes
- Value Sets
- Fast Formulas
- Element Groups
- Payroll Relationship Groups
- Object Groups
- Values in the **Profile Options for Global Payroll Interface** user-defined table

2. On the day you plan to move over to the new version, follow these steps and perform a baseline run using the **Run Payroll Interface for ADP Workforce Now V2** flow:
   a. Complete the regular **Run Payroll Interface for ADP Workforce Now** flow and transfer the output file to ADP Global Payroll.
   b. Submit a baseline run using the new **Run Payroll Interface for ADP Workforce Now V2** flow across all LDGs in scope.
   c. Validate that the baseline run completed successfully and processed all employees within the LDGs as expected. If the results are as expected, proceed to the next step.

      If you face any issues in the baseline run, create an Oracle service request. Continue with the regular interface runs with the earlier version until the issue with the new version is resolved by Oracle Support.
3. If you have created an automatic scheduler for your regular interface runs, end the existing scheduler as on the date you plan to move over to the new version.
4. Use the new **Run Payroll Interface for ADP Workforce Now V2** process flow and create a new schedule to start from the day after the date you move over to the new version. All your existing configurations around scheduling like **Process Start Date** and **Process End Date** offsets get automatically incorporated into the new schedule.
5. If you're executing your regular interface runs manually, start using the new **Run Payroll Interface for ADP Workforce Now V2** process flow in your regular runs from the day after the date you move over to the new version. Incremental changes are picked up automatically ensuring zero break in interfacing.

Value Sets

The following value sets need to be populated by the customer to use the delivered LOV contexts.

Field Name	Value Set Name
Benefits Eligible Class	ORA_HRY_PAYROLL_BENEFITS_ELIGIBILITY_CLASS_VALUESET
Cancel Automatic Pay	ORA_HRY_PAYROLL_CANCEL_AUTOMATIC_PAY_VALUESET
Clock	ORA_HRY_PAYROLL_CLOCK_VALUESET
Company Code	ORA_HRY_PAYROLL_COMPANY_CODE_VALUESET

Field Name	Value Set Name
Data Control	ORA_HRY_PAYROLL_DATA_CONTROL_VALUESET
Hiring Source	ORA_HRY_PAYROLL_HIRING_SOURCE_VALUESET
Pay Group	ORA_HRY_PAYROLL_PAY GROUP_VALUESET
Shift	ORA_HRY_PAYROLL_SHIFT_VALUESET

Note: Enter the required values in the value set, which shows in the assignment page context for user's selection in the respective LOVs.

Configure Payroll Interface Properties

Configure Payroll Interface properties allows the customer to map and enter the override values to the respective area which are supported in Workforce Now integration.

Follow these steps to configure payroll interface properties:

Note: Home Page > **My Client Groups** > **Data Exchange** > **Data Exchange Configurations** > **Configure Payroll Interface Properties**

- On the Home page, click the **Data Exchange** quick action under the My Client Groups tab.
- Select **Configure Payroll Interface Properties** under **Data Exchange Configurations** on the **Data Exchange** page.
- On the **Interfaces** page select **ADP Workforce Now**. A list of configurations/properties associated with the interface is displayed in the Payroll Interface Properties page.
- Click on the Edit icon with ellipses on the right side.
- A list of configurations/properties associated with the interface is displayed in the Payroll Interface Properties page.

You can configure the below properties on the basis of LDG and Payroll level according to your requirement.

Region Name	Property	Description
Additional Assignment Details	Company Code	Default company code, so the this is not required to entered at employee level.
Data Filters	Element To be Interfaced	
Offsets	• Start Date Offset	

Region Name	Property	Description
	• End Date Offset	
Salary Component Details	• Rate 1 Amount • Rate 3 Amount	Write your own fast formula and attach them here.
Extensible Fields	• Extensible Field 1 o :Column Header o :Override Value • Extensible Field 2 o :Column Header o :Override Value • Extensible Field 3 o :Column Header o :Override Value • Extensible Field 4 o :Column Header o :Override Value • Extensible Field 5 o :Column Header o :Override Value	

Configure and Enable the LOV format Contexts

The following contexts for **US ADP Workforce Now Payroll Interface V2** capture the onboarding attributes data in LOV format:

- GPI Workforce Now Expanded Payroll Additional Information with LOV format.
- GPI Workforce Now Extended Employment Information with LOV format.
- GPI Workforce Now Expanded Job Information with LOV format.

Customers using the standard ADP Workforce Now Payroll Interface and the Text version of the contexts, may need to disable the below available contexts using the **Manage Global Payroll Interface Usage** task.

- GPI Workforce Now Extended Employment Information
- GPI Workforce Now Extended Payroll Additional Information

- GPI Workforce Now Expanded Job Information

Here's how you can enable the context:

Note: Before you enable the context, do consult with ADP Workforce Now.

Follow these steps to enable the **GPI Workforce Now Expanded Payroll Additional Information with LOV format** context:

Note: Home Page > **My Client Groups** > **Data Exchange** > **Submit a Flow**

1. Select the relevant Legislative Data Group.
2. Search for and select the **Manage Global Payroll Interface Feature Usage** flow.
3. Click Next.
4. On the Enter Parameters page, complete these fields:

Flow Parameter	Value	Description
Payroll Flow Name	Provide a meaningful name.	
Purpose	Select **Enable Additional Data Capture for ADP Interfaces**.	
Feature	Search for and select .**Assignment EIT Information EFF**	
Component	Search for and select: **GPI Workforce Now Expanded Payroll Additional Information with LOV format**.	
Subcomponent	Available subcomponent values are: ◦ All ◦ Date 1 to Date 15 ◦ Clock ◦ Customer-defined Area 1 to Area 4 ◦ Data Control ◦ Pay Group ◦ Special Account 1 and Special Account 2	Select the required subcomponent.

5. Click Submit.

Repeat steps 3 through 6 to enable the **GPI Workforce Now Extended Information with LOV format** context. In step 5, on the parameters page, complete these fields:

Flow Parameter	Value	Description
Payroll Flow Name	Provide a meaningful name.	
Purpose	Select **Enable Additional Data Capture for ADP Interfaces**.	
Feature	Search for and select .**Assignment EIT Information EFF**	
Component	Search for and select: **GPI Workforce Now Extended Information with LOV format**.	
Subcomponent	Available subcomponent values are: • All • Company Code • Employee ID Override • Benefits Eligibility Class • Cancel Automatic Pay • Hiring Source • NAICS Workers Compensation Code • Shift • Lived Local Tax Code • Local 4 Tax Code • Local 5 Tax Code • Worked Local Tax Code • Assign Onboarding Experience • E-Verify Work Location • Will Worker Complete Form I-9	Select the required subcomponent.

Repeat steps 3 through 6 to enable the **GPI Workforce Now Expanded Job Information with LOV format** context.

Deploy Extensible Flexfields

Here's how you can deploy extensible flexfields:

Note: Before you deploy the extensible flexfields, consult with ADP.

1. In the **Setup and Maintenance** work area, go to the **Manage Extensible Flexfields** task.
2. On the **Manage Extensible Flexfields** page, search for the **Assignment EIT Information EFF** flexfield.
3. Click **Deploy Flexfield**.
4. Ensure that the deployment completes successfully and the deployment status column displays a green tick mark.

Add Delivery Option and Configure a FTP server-V2

Perform these steps to add a new delivery option:

1. Click Extract Delivery Options and add a new extract delivery option.
2. If the **Delivery Type** is FTP,ensure that you have already configured the FTP server as mentioned in the Configure a FTP Server section. Add the server details in the **Additional Details** section as mentioned in the next steps.
   a. **Secure FTP**: True
   b. **Remote Directory**: SFTP Destination Folder Name
   c. **Server Name**: SFTP server name as entered in BIP
3. Click Submit
   .

Configure a FTP Server

To configure ADP's secured FTP server for automatic file delivery, follow the instructions provided in **How to set up SFTP Server for BI Publisher (Doc ID 1526505.1)**.

Configure Payload Rules

Follow these steps to configure payroll rules:

> **Note: Home Page** > **My Client Groups** > **Data Exchange** > **HCM Extracts** > **Payload Rules**

Select data components and attributes for HCM extracts batch mode integration to configure Oracle HCM Cloud data integrated with ADP Workforce Now.

Here's what you need to do:

- Choose the payload content for batch processing flow, and the mandatory and optional attributes that are applied for the flow.
- Include or exclude specific data elements for a given entity. For example, you can exclude **Middle Name**from the payload, if it isn't required or consumed for processing payroll in **US ADP Workforce Now V2**.

Define the payload rules to select the objects and their attributes in a payload that you want to send to ADP Workforce Now. The HCM Extracts template, which is the source template, defines the objects and their attributes that are available for your selection. The Legislative Data Group associated with these rules defines and includes the legislation-specific content in the payload.

Use the **Payload Rules** task under **HCM Extracts** to perform these tasks:

- Include or exclude an object from the payload for batch processing flow.
- Identify mandatory attributes for objects that are included.
- Identify available filters for objects that are included in the payload.

The Payload Rules page lists all the available rules defined in the application. You can also create a rule set for an LDG.

Here's how you can create a rule set:

1. Click **Add** on the **Payload Rules** page.
2. Provide a name for the payload rule set. This name will appear in the flow parameter for user selection.
3. Choose a legislative data group for which the rules are defined.
4. Select the template that lists the objects and attributes for **US ADP Workforce Now Payroll Interface V2**. When the template is loaded, you will find a list of default objects and attributes that are available in the template. You can find the Business Objects in the left pane and the Attributes for the selected objects in the right pane.
    - Select the **Business Objects** you want to include in the data that you send to ADP Workforce Now.
    - Select the **Attributes** that are available in each business object as **Required**. The mandatory attributes are selected by default and shown in a non-editable mode. If you select an attribute to be **Required**, the data is sent to ADP Workforce Now even if the attribute has no value. You can also include attributes in your payload by selecting the **Include** check box.
    - Use **Filter Criteria** to select specific types of an entity or object to be sent in the payload. For example, you can select Seniority Date to only include home address in the payload sent to ADP Workforce Now.
5. Click **Save**.

Adjust Change Effective On for Elements Deletions-V2

Adjust the value of **Change Effective On** attribute in Run Payroll Interface for ADP Workforce Now V2 when elements are end dated or deleted to ensure element deletions happen correctly on ADP Workforce Now.

You can optionally adjust the value of **Change Effective On** attribute in **Run Payroll Interface for ADP Workforce Now V2** when elements are end dated or deleted in Oracle HCM Cloud. This ensures that elements are deleted on the correct date in ADP Workforce Now.

Follow these steps to enable this feature:

> **Note: Navigator** > **My Client groups** > **Data Exchange**

1. Select **Configure Payroll Interface Properties** under **Data Exchange Configurations** on the **Data Exchange** page.
2. Select ADP Workforce Now interface and open the Configure Payroll Interface Properties in Edit mode. The page displays a list of configurations or properties specific to the selected payroll interface.
3. Under **Feature Switches** section, set the Override Value for Adjust Change Effective On for Elements Deletions to Yes.
4. Submit the changes.

7 Run Payroll Interface Process for ADP Workforce Now

Flow to be Used

Some recommendations while processing the ADP Workforce Now interface.

Flow to be used: **Run Payroll Interface for ADP Workforce Now**

- **Run Payroll Interface for ADP Workforce Now**: For V1
- **Run Payroll Interface for ADP Workforce Now V2**: For V2

Initial Extracts

Extract information for all employees based on the **Process End Date** parameter in the initial Workforce Now interface extract. This process establishes a baseline record in the extraction history table.

The baseline record is intended for internal use only and can't be uploaded to a third-party system.

We advise not to use the Full mode extraction.

You can run the initial extract with the Changes option set to 'No', and execute following regular extracts with the Changes option set to 'Yes'.

Extraction Window

Use the date range parameters to retrieve employee changes within the specified period.

Determine The Extraction Window

You must provide **Process Start Date** and **Process End Date** values, as data changes made during this period will be extracted.

Consider the following factors to determine the extraction window:

- Frequency of payment. For example, Monthly, Weekly, Bi-Weekly.
- Frequency of the extract files sent to ADP Workforce Now payroll.e

> **Note:** ADP Workforce Now recommends setting the extraction window to a rolling pattern of 14 days into the past and 7 days into the future.

Schedule The Extraction

Follow these steps to configure your extraction schedule:

1. Navigate to Payroll Checklist work area and select the **Submit a Flow** task.
2. Select the specific Legislative data group.
3. Select the **Run Payroll Interface for ADP Workforce Now** flow.
4. In the process flow parameters, enter all the parameters that need to be used in scheduled runs except the Process Period Start date and Process period End date (to accommodate automatic date increment as mentioned below)
5. Specify the schedule frequency.
6. Submit the process.

Note:
1. 1. When scheduling or executing ADP Workforce Now payroll interface runs, ensure that the **Process end date** parameter is not set to a date that's earlier than the **Process End Date** parameter of any of the previous runs. The **Process End Date** must be same or later than the previous runs **Process End Date**.
2. 2. When scheduling the extractions for the first time, you must leave the Start Date and End Date parameters blank for the setting to be effective.

Increment Process Dates Automatically

The data reported in the ADP Workforce Now payroll interface depends on the extract Process Start Date and Process End Date, which is the extraction window submitted in the interface flow.

The recommended extraction window is 21 days. The **process start date** being 14 days before the current system date and **process end date** being 7 days after the current system date.

This might vary based on the implementation requirements.

When this extraction is scheduled to run daily, the start and end dates adjust dynamically based on the rolling system date.

Here's how you can set up configurations to enable the automatic increment of the window period:

Note: My Client Groups > **Payroll** > **Search** > **User-Defined Tables**

1. Perform a search using the following criteria:

   Name: Profile option for Payroll Interface.

   Legislative Data Group: Specify the appropriate LDG name.

   Note: In implementations with multiple LDGs, the ADP Workforce Now Interface process must be run within the context of a specific LDG. Therefore, you can configure the schedule settings for each LDG based on its requirements.

2. Click the table name in the search results.

3. Ensure that the effective as of date is set according to the specified requirement.
4. Click Edit, then click Next to open the User Defined Table Value page.
5. Click the "+" button in the user defined table value section.

   Select **ADP Workforce Now Payroll Interface Flow Parameter Start Date Offset**.
6. Click **OK**.
7. In the **Value** field, enter the number of days by which you need to offset the start date. Typically, set this value to the number of days by which you want to move the start date from the date of execution. To move the start date into the past, prefix the value with a minus sign. To move the start date forward, prefix the value either with a + sign or don't provide any sign. For example, to set the start date 14 days into the past, set the value as -14. Repeat this step for **ADP Workforce Now Payroll Interface Flow Parameter End Date Offset**
8. Click **Submit**.

Note:
1. Ensure that the end date is later than the start date. If not, the process will not return any records.
2. If the offset values aren't set, the default value of 0 is applied to both. As a result, the start date and end date will default to the system date for daily extraction.
3. When scheduling the extraction for the first time, leave the start date and end date parameters blank. In the process flow parameters, enter all other parameters required for the scheduled runs, except for the Process Start Date and Process End Date parameters.

Add Delivery Option and Configure a FTP server

Here are the steps to add Delivery Option To generate extract files For FTP.

Note: My Client Groups > **Data Exchange** > **Extract Definitions**

1. Search for and select **US ADP Workforce Now Payroll Interface** under US Legislative Data Group.
2. Click **Deliver** option from the left panel and then click '+' button to create the new delivery option.
3. Enter these details:
   - Delivery Option Name : Any name.
   - Delivery Type: FTP
   - Report: /Human Capital Management/Payroll Interface/Workforce Now Payroll Interface.xdo
   - Template Name: Transform Template 2
   - Output Name: ADP_%de_%y%m%d%H%M%S
4. Click **Submit**.

Configure a FTP Server

Configure a FTP Server to post the files through BI Publisher.

To configure ADP's secured FTP server for automatic file delivery, follow the instructions provided in **How to set up SFTP Server for BI Publisher** (Doc ID 1526505.1).

Convert An Extract File From .Txt To .Csv

By default, the application generates the extracted file with a .txt extension. Manually change the file extension to .csv when saving it to locally.

For scheduled extract flows with an FTP server, the file conversion doesn't happen automatically. Therefore, you can create a custom Fast Formula to convert the files into the required format.

Follow these steps to create a custom formula for file naming conversion:

1. Search for and select **Fast Formulas** in **My Client Groups**.
2. Click '+' to create a fast formula.
3. Enter these values:
   a. Enter Formula Name: Any Name (Use the WFN File Name).
   b. Type: Extract Rule.
   c. Description: Enter the description.
   d. Legislative Data Group: Enter your LDG name
4. Click **Continue** and enter the following logic in the text editor:

```
DEFAULT FOR RULE_VALUE IS ' '
l_dob = DATE_TO_TEXT(GET_SYSDATE(),'MM_DD_YY_HH_MM_SS')
l_final_value='WFNUVI_EE_'+l_dob +'.csv' RULE_VALUE = l_final_value
RETURN RULE_VALUE
```

5. Compile the formula.