

# Oracle Fusion Cloud Human Resources

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**How do I set up payroll allowances  
for France?**



Oracle Fusion Cloud Human Resources  
How do I set up payroll allowances for France?

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## Get Help

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# 1 Seniority Allowance

## Overview of Seniority Allowances

A seniority allowance (FR: Prime d'ancienneté) is an allowance paid to an employee that varies depending on the seniority band they are in. This band is based on the collective agreement or company rules and according to their seniority within the enterprise.

The seniority calculation is performed according to the statutory French rules. This means the seniority of an employee is assessed based on the hire date (FR: ancienneté dans la société), or on the Enterprise Hire Date (FR: ancienneté dans le groupe). The seniority date can also be overridden at the employee level. During the payroll run, the employee's seniority is assessed as of the end of the payroll period.

The following types of seniority allowances can be configured:

- Percentage of a balance, typically (but not always) paid as a recurring amount.
- Flat amount payment as spot bonus.

## Create Balance Percentage Allowance Element

To create a balance percentage allowance element:

**Note:** My Client Groups > Payroll

1. Using the **Elements** task, click **Create** to create a new element.
2. In the Create Element window, create a Regular Earnings or Irregular Earnings element with Premium as the **Secondary Classification**. This can be either a recurring or non-recurring element to reflect your allowance requirements.
3. Select one of the following calculation rule types:
  - **Percentage of Earnings:** To create a balance to which the allowance percentage can be applied.
  - **Flat Amount:** To apply a percentage to another balance.
4. Leave the **What is the DSN code for this element?** question blank. The seniority allowance will be reported the same as other regular or irregular earnings in DSN section 51 or 52 respectively.
5. If you've created an element using the Flat Amount calculation rule type, you'll need to create a percentage input value using these details:

FIELD	VALUE
Name	Percentage (for example)
Special Purpose	Optional. For information purposes only
Unit of Measure	Number

FIELD	VALUE
Displayed	Optional. May leave this unchecked
Allow User Entry	
Create a Database Item	

## Create Calculation Value Definition for Seniority Allowance

To create a new calculation value definition to record the percentages for the allowance the employee will receive based on their seniority. You can create the value definition or create a new value definition group.

To create a new calculation value definition:

**Note:** My Client Groups > Payroll

1. Use the **Calculation Value Definition** task, click **Create**.
2. Enter the following details:

Field	VALUE
Value Definition Group	Use any predefined or user-defined existing value definition group or create your own group for this purpose
Calculation Type	Flat Amount
Retrieval Date	Date Earned

3. Record the calculation values, with the **From** and **To** values representing the number of seniority years and the allowance percentage when they reach that seniority **From** year. Example of Calculation Values:

From	To	Flat Amount
0	2	0.0
3	9	0.05
10	14	0.08
15	99	0.1



## Link Allowance Element to the Calculation Value Definition for Seniority Allowance

Create a calculation factor for the allowance element and link it to the calculation value definition created previously.

To link allowance element to the calculation value definition:

### Note: My Client Groups > Payroll

1. Using the **Elements** task, search for the allowance element.
2. Select Calculation Factors and click **Create** to create a new calculation factor.
3. Enter the **Calculation step** as Rate Amount.
4. Select the user-defined calculation value definition created previously.
5. Click **Save**.

## Balance Percentage Allowance Element Formula Changes

Using the Fast Formulas task, replace the text in the existing earnings element formula with the text shown below and recompile the formula.

**Note:** The sample formula shown here calculates the seniority allowance using the SALAIRE\_DE\_BASE balance. This balance holds the value for this assignment and run. Replace SALAIRE\_DE\_BASE text with the name of the balance that your allowance uses.

```

/*****
FORMULA NAME: PRIME_ANCIENNETE_EARN
FORMULA TYPE: Payroll
DESCRIPTION:
This is an example formula for calculating the amount of a percentage based
seniority allowance.
It retrieves the percentage based on the range values held in the corresponding
value definition and then multiplies this percentage by the specified
earning balance.
Formula Results:
  l_value Value of the seniority allowance.
  l_rate Value of the percentage used for the calculation.

*****/
DEFAULT FOR ORA_HRX_FR_SENIORITY_IN_YEARS is 0
DEFAULT FOR SALAIRE_DE_BASE_ASG_RUN is 0
l_seniority = ORA_HRX_FR_SENIORITY_IN_YEARS
l_rate=0
change_contexts(PART_NAME = 'ORA_RATE_AMOUNT')
(
  SET_INPUT('BASE',l_seniority )
  EXECUTE('CALL_CALC_VALUE')
```

```
l_rate = GET_OUTPUT('DED_AMOUNT',0)
)
l_log = PAY_INTERNAL_LOG_WRITE('l_rate : '||TO_CHAR(l_rate))
l_monthly_earnings = SALAIRE_DE_BASE_ASG_RUN
l_seniority_allowance = (l_monthly_earnings) * l_rate
l_log = PAY_INTERNAL_LOG_WRITE(' l_seniority_allowance_dbi : '||TO_CHAR(l_seniority_allowance ))
l_value = l_seniority_allowance
return l_value,l_rate
/* End Formula Text */
```

## Create Flat Amount or Spot Bonus Element

You can create a flat amount or spot bonus element.

To create a flat amount or spot bonus element:

### Note: My Client Groups > Payroll

1. Using the Elements task, click **Create** to create a new element.
2. In the **Create Element** window, create a Regular Earnings or Irregular Earnings element with Premium as the **Secondary Classification**. This can be either a recurring or non-recurring element to reflect your allowance requirements.
3. Select the Flat Amount calculation rule type.
4. Leave the **What is the DSN code for this element?** question, blank.

**Note:** The seniority allowance will be reported the same as other regular or irregular earnings in DSN section 51 or 52 respectively.

5. Click **Save**.

## Create Calculation Value Definition for Seniority Allowance

To create a new calculation value definition to record the percentages for the allowance the employee will receive based on their seniority. You can create the value definition or create a new value definition group.

To create a new calculation value definition:

### Note: My Client Groups > Payroll

1. Use the **Calculation Value Definition** task, click **Create**.

2. Enter the following details:

Field	VALUE
Value Definition Group	Use any predefined or user-defined existing value definition group or create your own group for this purpose
Calculation Type	Flat Amount
Retrieval Date	Date Earned

3. Record the calculation values, with the **From** and **To** values representing the number of seniority years and the allowance percentage when they reach that seniority **From** year. Example of Calculation Values:

From	To	Flat Amount
0	2	0.0
3	9	0.05
10	14	0.08
15	99	0.1

## Link Allowance Element to the Calculation Value Definition for Spot Bonus

Create a calculation factor for the flat amount allowance element and link it to the calculation value definition created previously:

To create a calculation value definition for spot bonus:

**Note:** My Client Groups > Payroll

1. Using the **Elements** task, search for the flat amount allowance element.
2. Select Calculation Factors and click **Create** to create a new calculation factor.
3. Enter the **Rate Amount** as Calculation Step.
4. Select the user-defined calculation value definition created previously.
5. Click **Save**.

## Flat Amount or Spot Bonus Earnings Formula Changes

Using the Fast Formulas task, replace the text in the existing earnings element formula with the text shown and recompile the formula.

```
DEFAULT FOR ORA_HRX_FR_SENIORITY_IN_YEARS is 0
l_effective_date = '0001/01/01 00:00:00' (Date)
l_effective_date = GET_CONTEXT(EFFECTIVE_DATE,l_effective_date)
l_effective_date_last_month = add_months(l_effective_date,-1)
l_seniority_last_month =0

CHANGE_CONTEXTS(EFFECTIVE_DATE = l_effective_date_last_month)
(
l_seniority_last_month = floor(ORA_HRX_FR_SENIORITY_IN_YEARS)
l_log = PAY_INTERNAL_LOG_WRITE(' (GLBEARN) l_seniority_last_month : '||TO_CHAR(l_seniority_last_month ))
)
l_seniority = floor(ORA_HRX_FR_SENIORITY_IN_YEARS)
l_log = PAY_INTERNAL_LOG_WRITE(' (GLBEARN) DHRX_Flat_l_seniority : '||TO_CHAR(l_seniority ))

if l_seniority > l_seniority_last_month then
(
l_seniority_allowance =0
change_contexts(PART_NAME = 'ORA_RATE_AMOUNT')
(
SET_INPUT('BASE',l_seniority )
EXECUTE('CALL_CALC_VALUE')
l_seniority_allowance = GET_OUTPUT('DED_AMOUNT',0)
)
l_log = PAY_INTERNAL_LOG_WRITE(' (GLBEARN) DHRX_Flat_l_seniority_allowance : '||
TO_CHAR(l_seniority_allowance ))
l_value = l_seniority_allowance
return l_value
/* End Formula Text */
```

## Create an Element Entry for the Flat Amount Allowance Element

You need to create an element entry for the flat amount allowance element created.

To create an element entry:

### Note: My Client Groups > Payroll

1. Using the **Element Entries** task, create an element entry. Don't enter values into the input values.
2. Click **Done**.

**Note:** The seniority calculation is assessed as of the last day of the period. So, the seniority allowance should be processed in the payroll for an employee who meets this seniority criteria in the payroll period.

3. Run the payroll and verify the result.

## 2 UnitByRate Allowances

### Overview of UnitByRate Allowances

A Unit by Rate allowance is an allowance paid to an employee that is calculated multiplying a number of units by a rate of payment for these units.

The rate can be a fixed rate for all employees or could vary based on certain criteria. There are two standard patterns:

1. **Allowances with a Fixed Rate that Applies to All Employees:** For every day that you work from the office you get an allowance that is equal to 1/10th of your daily salary (Monthly Base Salary / 21.67) / 10. So, the rate is common across employees.
2. **Allowances with a Rate that Varies Based on Employee Criteria:** For every day that you work from the office you get an allowance that is equal to 1/10th of your daily salary (Monthly Base Salary / 21.67) / 10 and that gets further multiplied by a factor that depends on your work location: Paris 1.2 / Lyon 1.1 / Lille 1.05, and any other location, 1.

### Allowances with a Fixed Rate Applicable to All Employees

#### Create a UnitByRate Element for Allowances Applicable to All Employees

You need to create a UnitByRate Element for allowances applicable to all employees.

To create a UnitByRate element:

**Note:** My Client Groups > Payroll

1. Using the Elements task, click **Create** to create a UnitByRate regular element.
2. In the **Create Element** window, create a Regular Earnings or Irregular Earnings element with secondary classification as Premium.

**Note:** This can be either a recurring or non-recurring element to reflect your allowance requirements.

3. Select the UnitByRate **Calculation rule type**.
4. Leave the **What is the DSN code for this element?** question blank.

**Note:** This allowance is reported the same as other regular or irregular earnings in the DSN section 51 or 52 respectively.

5. Create an open Element Eligibility criterion, that is with no condition (All Employees).
6. Modify the **Days Input Value** to **Nombre de jours au bureau**.
7. Click **Save**.

## Update Fast Formula for Allowances Applicable to All Employees

Using the Fast Formulas task, replace the text in the earnings element formula for this newly created element Prime de Presence au bureau with the code shown and recompile the formula.

The sample formula shown here calculates the prime de presence au bureau by multiplying one tenth of the daily Salaire de Base (= Monthly SALAIRE\_DE\_BASE / 21,67) by the nombre de jours au bureau input value (=10 days in this example). This balance holds the value for this assignment.

- FORMULA NAME:PRIME\_DE\_PRESENCE\_AU\_BUREAU\_EARN
- FORMULA TYPE: Payroll
- DESCRIPTION: This is a sample formula for processing a unit x rate earning element. The formula assumes that that units (in this case, the number of days in the office) are available in element entries.
- Formula Results: l\_value Direct Result for Earnings Pay Value.

```
/* Default for Database Items */

DEFAULT FOR SALAIRE_DE_BASE_ASG_RUN is 0

/* Default for Inputs */

DEFAULT for pay_value is 0
DEFAULT for DAYS is 0
DEFAULT for rate is 0

INPUTS ARE Days

/* Declarations */
l_value = 0
l_nombre_de_jours_au_bureau = 0
l_rate = 0

l_nombre_de_jours_au_bureau = Days
l_log = PAY_INTERNAL_LOG_WRITE(' (l_nombre_de_jours_au_bureau : ' || TO_CHAR(l_nombre_de_jours_au_bureau))

l_monthly_earnings = SALAIRE_DE_BASE_ASG_RUN
l_rate= l_monthly_earnings/21.67/10
l_prime_de_presence_au_bureau = l_monthly_earnings/21.67/10 * l_nombre_de_jours_au_bureau
l_log = PAY_INTERNAL_LOG_WRITE(' l_prime_de_presence_au_bureau : ' || TO_CHAR(l_prime_de_presence_au_bureau ))
l_log = PAY_INTERNAL_LOG_WRITE(' l_rate : ' || TO_CHAR(l_rate ))

l_value = l_prime_de_presence_au_bureau
return l_value
/* End Formula Text */
```

## Element Entries and Quickpay for Allowances Applicable to All Employees

You need to make element entries and run the quick pay for the allowances with the fixed rate.

### Enter Element Entries

To enter element entries:

**Note: My Client Groups > Payroll > Element Entries task**

1. Create an element entry for the **Prime de presence au bureau** element.
2. Enter the **Number of days in the office** (nombre de jours au bureau) as applicable.
3. Click **Save**.

## Run a Quickpay

The employee EK was hired on 1/1/2022. The element entry of 10 days is made for the Dec23 payroll. A payroll is run for Dec 2023 and the prime de presence is correctly calculated:  $10 * (3000/21.67/10) = 138.44$  euros.

# Allowances with a Rate Applicable Based on Employee Criteria

## Set Up Values Defined by Criteria

When a Value Defined by Criteria is created, the system automatically creates a Value Definition behind the scenes and links both.

The value definition will be then associated to the allowance processing element, manually, via a calculation factor.

To create set up values defined by criteria:

**Note: My Client Groups > Payroll > Values Defined by Criteria.**

1. In the **Value Definition Criteria** window, create a Value Defined by Criteria: Pourcentage Prime Bureau.
2. Add a name, select the **Value Definition Group** as Primes and a **Retrieval Date**.

**Note:** The Value Defined By Criteria is represented at the top of the tree and each node below is a criteria. Below each criteria there is the value for each location.

3. Select the top row and add a criterion for each of the locations: Paris, Lyon, Lille and Default.
4. Click **OK**.
5. In the **Create Value** window, select each criterion row and add percentage values for each of the locations.
6. Select the **Calculation Type** and the **Rate** associated with the relevant location.

**Note:** Location-wise applicable rates:

- Paris: 1.2
- Lyon: 1.1
- Lille: 1.05
- Other locations: 1

7. Click **OK**.

## Rate Definition for Allowances Based on Employee Criteria

You need to define rates for the allowances which are specific to certain criteria.

To define rates for allowances:

**Note:** My Client Groups > Payroll > Rate Definitions

1. Create a rate with the **Category** as Value By Criteria.
2. Link this rate to the previously created **Pourcentage Prime Bureau** Value by Criteria.

**Note:** The name of the rate is defaulted from the name of the Value by Criteria.

3. Click **Submit**.

## Create a UnitByRate Element for Allowances Based on Employee Criteria

You need to create a UnitByRate Element for allowances based on certain specific employee criteria.

**Note:** My Client Groups > Payroll

1. Using the Elements task, click **Create** to create a UnitByRate regular element.
2. In the **Create Element** window, create a Regular Earnings or Irregular Earnings element with secondary classification as Premium.

**Note:** This can be either a recurring or non-recurring element to reflect your allowance requirements.

3. Select the UnitByRate **Calculation rule type**.
4. Leave the **What is the DSN code for this element?** question blank.

**Note:** This allowance is reported the same as other regular or irregular earnings in the DSN section 51 or 52 respectively.

5. Create an open Element Eligibility criterion, that is, with no condition.
6. Modify the **Days Input Value** to **prime de presence au bureau**.
7. Click **Save**.

## Element Calculation Factor for Allowances Based on Employee Criteria

Create a calculation factor for the allowance element Prime de presence au bureau and link it to the calculation value definition generated from the Value Defined By criteria.



Calculation factors create an association between a payroll element, a calculation step (optional), and a calculation value definition. A **Calculation Step** denotes part of a payroll calculation and is typically used to set the context (PART\_NAME) from within the execution formula, before the call to the CALL\_CALC\_VALUE function is made.

To create a calculation factor:

**Note: My Client Groups > Payroll**

1. Using the **Elements** task, search for the allowance element.
2. Select Calculation Factors and click **Create** to create a new calculation factor.
3. Leave the calculation step blank since this calculation has only one step.

**Note:** If a calculation has several steps involving potentially several value definitions, then the change\_contexts(PART\_NAME = 'XYZ') command within the formula is used to point to the XYZ step.

4. Select the **Value Definition** generated from the Value Defined by Criteria: **Pourcentage Prime Bureau**.
5. Click **Save**.

## Update Fast Formula for Allowances Based on Employee Criteria

Using the Fast Formulas task, replace the text in the earnings element formula for this newly created element Prime de Presence au bureau with the code shown and recompile the formula.

The sample formula shown here calculates the prime de presence au bureau by multiplying one tenth of the daily Salaire de Base (= Monthly SALAIRE\_DE\_BASE / 21,67) by the nombre de jours au bureau input value (=10 days in this example). This balance holds the value for this assignment.

- FORMULA NAME: PRIME\_DE\_PRESENCE\_AU\_BUREAU\_EARN
- FORMULA TYPE: Payroll
- DESCRIPTION: This is a sample formula for processing a unit x rate earning element. The formula assumes that that units (in this case, the number of days in the office) are available in element entries.
- Formula Results: l\_value Direct Result for Earnings Pay Value.

```
/* Default for Database Items */

DEFAULT FOR SALAIRE_DE_BASE_ASG_RUN is 0

/* Default for Inputs */

DEFAULT for pay_value is 0
DEFAULT for DAYS is 0
DEFAULT for rate is 0

INPUTS ARE Days

/* Declarations */
l_value = 0
l_nombre_de_jours_au_bureau = 0
l_rate = 0

SET_INPUT('BASE',0)
EXECUTE('CALL_CALC_VALUE')
l_amount = GET_OUTPUT('DED_AMOUNT',0)
```

```
l_nombre_de_jours_au_bureau = Days
l_log = PAY_INTERNAL_LOG_WRITE(' (l_nombre_de_jours_au_bureau : '||TO_CHAR(l_nombre_de_jours_au_bureau))

l_monthly_earnings = SALAIRE_DE_BASE_ASG_RUN
l_rate= l_monthly_earnings/21.67/10 * l_amount
l_prime_de_presence_au_bureau = l_monthly_earnings/21.67/10 * l_amount * l_nombre_de_jours_au_bureau
l_log = PAY_INTERNAL_LOG_WRITE(' l_prime_de_presence_au_bureau : '||TO_CHAR(l_prime_de_presence_au_bureau ))
l_log = PAY_INTERNAL_LOG_WRITE(' l_rate : '||TO_CHAR(l_rate ))

l_value = l_prime_de_presence_au_bureau
return l_value
/* End Formula Text */
```

## Element Entries and Quickpay for Allowances Based on Employee Criteria

You need to make element entries and run the quick pay for the allowances with the fixed rate.

### Enter Element Entries

To enter element entries:

#### **Note:** My Client Groups > Element Entries task

1. Create an element entry for the **Prime de presence au bureau** element.
2. Enter the **Number of days in the office** (nombre de jours au bureau) as applicable.
3. Click **Save**.

### Run a Quickpay

#### Example:

The element entry of 10 days is made for the Dec 23 payroll. A payroll is run for Dec 2023. The employee EK is located in Paris (Work Location = Paris) so when the database item from the ValueByCriteria (PER\_ASSIGNMENT\_LOCATION\_NAME) is executed, it retrieves the employee's work location and is then matched against the criteria list to retrieve the multiplication factor from the Value Defined by Criteria (1.2 for Paris).

The prime de presence is correctly calculated:  $10 * (3000/21.67/10) * 1.2 = 166.13$  euros.