

# Oracle Fusion Cloud Human Resources

---

**How do I create progression rules?**



Oracle Fusion Cloud Human Resources  
How do I create progression rules?

G42353-01

*Copyright* © 2021,2025, Oracle and/or its affiliates.

Author: Srinivas Vellikad

# Contents

|                                                 |          |
|-------------------------------------------------|----------|
| <b>Get Help</b>                                 | <b>i</b> |
| <hr/>                                           |          |
| <b>1 How do I create progression rules?</b>     | <b>1</b> |
| Create Progression Rules                        | 1        |
| Example Progression Rules Applied at Each Level | 1        |



# Get Help

There are a number of ways to learn more about your product and interact with Oracle and other users.

## Get Help in the Applications

Some application pages have help icons  to give you access to contextual help. If you don't see any help icons on your page, click your user image or name in the global header and select Show Help Icons. If the page has contextual help, help icons will appear.

## Get Training

Increase your knowledge of Oracle Cloud by taking courses at [Oracle University](#).

## Join Our Community

Use [Cloud Customer Connect](#) to get information from industry experts at Oracle and in the partner community. You can join forums to connect with other customers, post questions, suggest [ideas](#) for product enhancements, and watch events.

## Share Your Feedback

We welcome your feedback about Oracle Applications user assistance. If you need clarification, find an error, or just want to tell us what you found helpful, we'd like to hear from you.

You can email your feedback to [oracle\\_fusion\\_applications\\_help\\_ww\\_grp@oracle.com](mailto:oracle_fusion_applications_help_ww_grp@oracle.com).

Thanks for helping us improve our user assistance!



# 1 How do I create progression rules?

## Create Progression Rules

You can enable or restrict progression between grades and steps using progression rules. These rules are used by the Run Grade Step Progression batch process.

1. *Create a progression grade ladder.*
2. Create eligibility profiles to identify the workers who can or can't progress between grades and steps.
  - a. Go to **My Client Groups > Compensation > Eligibility Profiles**.
    - o Set Profile Type to **Participant**.
    - o Set Profile Usage to **Compensation**.

You can't use the same eligibility profile more than once in a level--grade ladder, grade, or step. This is true even if the progression rule is end-dated. For example, a progression rule at the Grade Ladder level that ends on Dec 31, 2023 can't be added again at the Grade Ladder level with a date of Jan 1, 2025. To reuse a progression rule, you need to create another eligibility profile with the same criteria.

For more information about eligibility profiles, see *How do I configure benefits eligibility?*

3. Create progression rules using the eligibility profiles from step 2.
  - a. Go to **My Client Groups > Compensation > Progression Rules**.
  - b. Select the grade ladder you created in step 1.

You can define a rule at one of these levels:

- **Grade ladder:** Controls whether an assignment is eligible to be evaluated for any progression. Not everyone uses this type of rule.
- **Grade:** Controls whether the assignment can move to that particular grade. You might not need grade rules if you define all your rules at the Step level. But you can use them in combination.
- **Step:** Controls whether the assignment can move to that particular step.

### Related Topics

- *How You Can Propose Progression and Salary Update According to Eligibility*

## Example Progression Rules Applied at Each Level

These scenarios show at what level you apply various rules to enable or restrict progression.

### Minimum Time Required to Progress

You want factory workers to progress automatically through steps. You create a progression grade ladder with step-level rules that define how much time needs to elapse between progressions. Here's how you apply the rules in the ladder.

| Rule Level                           | Example Rule       |
|--------------------------------------|--------------------|
| Ladder: Western Region Manufacturing | None               |
| Grade: Job Assembly II               | None               |
| Step 1                               | 6 Months in a Step |
| Step 2                               | 6 Months in a Step |
| Step 3                               | 6 Months in a Step |

## Performance Rating Required to Progress

You want administrative workers to progress to the next grade level only if their performance evaluation meets or exceeds expectations. You create a progression grade ladder where the final step for each grade includes a progression rule that evaluates worker performance. Here's how you apply the rules in the ladder.

| Position                      | Example Rule                                      |
|-------------------------------|---------------------------------------------------|
| Ladder: Support Services      | None                                              |
| Grade: Administrative Clerk I | None                                              |
| Step 1                        | 6 Months in a Step                                |
| Step 2                        | 6 Months in a Step                                |
| Step 3                        | 6 Months in a Step<br>Meets or Exceeds Evaluation |

## Certification Required to Progress

You don't want programmers to progress to the next step unless they have a technical certificate. You create a progression grade ladder that requires a certificate to progress to the next step. Here's how you apply the rules in the ladder.

| Position                    | Example Rule                     |
|-----------------------------|----------------------------------|
| Ladder: Software Developers | None                             |
| Grade: Programmer III       | None                             |
| Step 1                      | Java SE Fundamentals Certificate |
| Step 2                      | Java SE Advanced Certificate     |
| Step 3                      | Java SE Optimization Certificate |