

Oracle Fusion Cloud Human Resources

**How do I default salary from grade
ladder rates?**



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Contents

Get Help	i
<hr/>	
1 How do I default salary from grade ladder rates?	1
Default Salary Amounts from Grade Ladder Rates	1
FTE Adjustments for Salary Amounts Determined by User	1
FTE Adjustments for Salary Amounts Determined by Simple Components	2
Grade Step Progression Settings for Defaulting Salary from Grade Ladder Rates	3
Situations When Salary Won't Default from the Grade Ladder	3

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1 How do I default salary from grade ladder rates?

Default Salary Amounts from Grade Ladder Rates

Here's how you can populate someone's salary amount from grade ladder rates during HR actions that change their grade ladder, grade, or step. Examples of these HR actions are Hire, Transfer, and Promote.

1. *Create a progression grade ladder.*

Include these settings:

- Set Include Salary Updates to **Yes**.
- Set Salary Calculation Method to **Use grade step rate**.

2. Make sure that people have a salary basis where the salary amount is determined by user or simple component. If you select any other salary basis type, the grade ladder won't default the salary amount.

If it uses simple components, the salary basis needs to include a Progression grade ladder rate component. You configure salary bases using the Salary Basis task.

3. Include the Salary section in your HR action. You might need to use Visual Builder Studio to make the section visible.

Note: For new hires, the salary amount defaults from the grade ladder after the grade ladder, grade, step, and salary basis are selected.

4. Include the Grade Ladder, Grade, and Step attributes in your HR action. You might need to use Visual Builder Studio to make the section visible. If your grades don't have steps, you don't need to include the Step attribute in your HR actions.

FTE Adjustments for Salary Amounts Determined by User

HR actions prorate the salary amount for FTE changes according to the salary adjustment type set for the grade ladder, when the salary basis type is salary amount determined by user.

You can configure the calculations to use FTE or Adjusted FTE when prorating the salary amount. Use the ORA_CMP_USE_AFTE_INSTEAD_FTE profile option and set the site-level profile value.

- If the profile option value is No, the calculations use FTE from the assignment.
- If the profile option value is Yes, the calculations use the Adjusted FTE value from the assignment. If the Adjusted FTE is NULL or 0, FTE from the assignment is used instead.

Here's what happens for each Salary Adjustment Type option if the calculations use FTE:

- FTE less than 1 only: HR actions adjust the salary amount only when FTE is less than 1.

- FTE not equal to 1: HR actions adjust the salary amount only when FTE is less than or greater than 1.
- blank: HR actions don't adjust the salary amount.

When FTE is 1, HR actions ignore the salary adjustment type and don't adjust the salary amount.

Here's what happens for each Salary Adjustment Type option if the calculations use Adjusted FTE:

- FTE less than 1 only: HR actions adjust the salary amount only when Adjusted FTE is less than 1.
- FTE not equal to 1: HR actions adjust the salary amount only when Adjusted FTE is less than or greater than 1.
- blank: HR actions don't adjust the salary amount.

When Adjusted FTE is 1, HR actions ignore the salary adjustment type and don't adjust the salary amount.

HR actions adjust the salary amount even when people don't change the grade and step, such as in Change Working Hours. But if you deselect **Update salary if proposed salary is less than current salary**, any HR action that would result in a lower salary can't default the lower amount. But people can still manually adjust the amount lower.

FTE Adjustments for Salary Amounts Determined by Simple Components

When simple components decide the salary amount, HR actions ignore the salary adjustment type selected for the grade ladder. The actions always prorate the progression grade ladder rate component for FTE changes, along with other components.

You can configure the calculations to use FTE or Adjusted FTE when prorating the amount. Use the `ORA_CMP_USE_AFTE_INSTEAD_FTE` profile option and set the site-level profile value.

- If the profile option value is No, the calculations use FTE from the assignment.
- If the profile option value is Yes, the calculations use the Adjusted FTE value from the assignment. If the Adjusted FTE is NULL or 0, FTE from the assignment is used instead.

Here's what happens if the calculations use FTE:

- HR actions adjust all component amounts, including the progression grade ladder rate component, when FTE isn't equal to 1.
- HR actions don't adjust the component amounts when FTE is 1.

Here's what happens if the calculations use Adjusted FTE:

- HR actions adjust all component amounts, including the progression grade ladder rate component, when Adjusted FTE isn't equal to 1.
- HR actions don't adjust the component amounts when Adjusted FTE is 1.

The HR actions prorate the progression grade ladder rate component amount, even when the grade and step aren't changed. For example, the Change Working Hours action always prorates the amount. But if you deselect **Update salary if proposed salary is less than current salary**, any HR action that would result in a lower component amount can't default the lower component amount. But people can still manually adjust the amount lower.

Grade Step Progression Settings for Defaulting Salary from Grade Ladder Rates

To specify the behavior of defaulting salary from grade ladder rates, use the grade step progression settings. Go to **My Client Groups > Compensation > Grade Step Progression Settings**.

Update Salary If Proposed Salary Is Less Than Current Salary

During HR actions, such as Hire and Promote default salary amounts when proposed salary amounts are less than the current salary amounts. Also default salary amounts when proposed component amounts are less than the current component amounts.

Outcome Wanted	Salary Basis Type	Option to Select
Defaulted proposed salary amount can be less than the current salary amount	Salary amount is determined by user	Update salary if proposed salary is less than current salary
Defaulted simple component amount can be less than the current component amount	Salary amount is determined by simple components	

Prevent Salary Default When Salary Record Exists with a Future Date

When there's a future record during HR actions, such as Change Assignment and Promote, default the salary or component amount. Control whether the amount defaults from the grade ladder when there's a future salary record, with the **Prevent salary default when salary record exists with a future date** setting. A salary record with a date after the transaction date is considered a future salary record.

- Enable the setting to prevent the salary from defaulting when there's a future salary record.
- Disable the setting to default the salary when there's a future salary record.

Situations When Salary Won't Default from the Grade Ladder

Salary won't default from the grade ladder rates in these situations:

- The proposed salary isn't greater than the current salary, when the salary basis configuration has salary amount determined by user
- The proposed component amount isn't greater than the current component amount, when the salary basis has salary amount determined by simple components
- A future salary exists
- The grade ladder configuration calculates salary using a formula
- The legislative data groups of the salary basis and the grade ladder aren't the same

- The currencies of the salary basis and the grade ladder aren't the same
- The grade ladder is missing the rate

Warning messages let you know when these situations occur. You can still manually update the amount and submit your HR action to update the salary.

In some cases, the salary might also fail to default from the grade ladder, but warning messages aren't shown. These scenarios include:

- The assignment is missing a grade.
- The assignment is missing a step.
- The step isn't valid for the specified grade.
- The grade isn't valid for the selected grade ladder.

To identify these scenarios in advance, you can run Grade Step Progression Diagnostics.