

Implementing OTL for Multiple Business Groups

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Presented By

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Introduction

About Polk County Florida

Multiple Business Groups

Layout customization

Weekly timecard and Bi-weekly limits

Resources

Questions and Answers



- One of the largest counties in FL with a land mass larger than the state of Rhode Island
- Manages a budget exceeding \$1.6 billion
- Employs over 2,200 employees
- Contracted with AST to implement a full suite, 20 modules, of Oracle ERP applications in the areas of HCM, Financials, Budgeting and Procurement over a 20 month time period
- During the implementation the Clerk of the Courts for Polk County was added to the scope requiring a second Business Group

■ HCM

- ❖ Human Resources
- ❖ Advanced Benefits
- ❖ Payroll
- ❖ OTL
- ❖ Employee Self Service
- ❖ iRecruitment

■ Reporting

- ❖ Daily Business Intelligence
 - Financial
 - Purchasing
 - Commodities
- ❖ Discoverer

■ Financial and Procurement

- ❖ General Ledger
- ❖ Accounts Receivables
- ❖ Accounts Payables
- ❖ iExpense
- ❖ Cash Management
- ❖ Fixed Assets
- ❖ Purchasing
- ❖ iProcurement
- ❖ iSupplier
- ❖ Sourcing
- ❖ Grants
- ❖ Public Sector Budgeting

- Maintained a custom developed time entry system
- No real HR system
- No tracking of benefits by internal systems
- Calculation of Overtime for FLSA requirements was manual
- Accumulation of PTO was programmatic but was delayed by 2 weeks due to batching of data

- This is best treated as two separate implementations
- Create OTL Administrator responsibility based on Business group
- Consider Fast Formula messages in Payroll instead of Configuration in OTL
- Preferences are very important when you have other modules installed
- Adding preference trees after going live can be laborious work

- Create Time Entry Rule Groups independent of Time Entry Rules needed
- Create Rotation plans and Earning groups independent of Business groups. They are not shared.
- Create Payroll Elements by Business Group if too many differences exist
- Consider creating dummy employee if same employee is timekeeper for multiple Business group
- Make use of Alternate names extensively

- Added four custom fields
- Added Custom LOV for three fields
- Removed In and Out Time entries
- Added one field with freeform text
- Timecard, Review and Confirmation layouts
- Minor difference between Business Groups
- Custom field values used in Payroll module

- Created PL/SQL Function to compare sum of previous and current week hours with Limit values
- Created a custom Fast Formula and called the custom function
- Created messages and registered in Application developer
- Attached Fast Formula to the Time Entry Rule
- Added Time Entry Rule to Time Entry Rule Group

- PTO and Other Hourly Limits enforced by pay period.
- Timecard is entered and approved weekly.
- Time Entry Rules consider only timecard period in context.

- Preferences
- Retro Pays
- Explosions including Holidays and Working days.
- Test importing transactions from OTL
- Test Post Termination and Rehire scenarios
- Basically Test Everything.
- Then Test it again!

- Oracle Time and Labor Implementation Guide, September 2006 (Part No. B15865-03)
- Metalink Doc ID 304340.1
- OraHRMS-L Listserv
- AST Corp Resources

Questions and Open Discussions



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