ASCEND 2021

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Expand your payroll flows

HCM Cloud

Demonstration

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Agenda

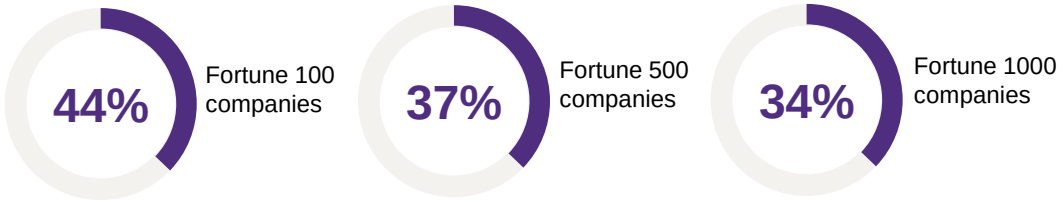
- About Grant Thornton
- Customize payroll flows
  - Copy of US simplified payroll cycle
  - Report only flow
  - “After processes” flow
- Group security
- Real life example

About Grant Thornton

About Grant Thornton

Thriving since 1924, our U.S. firm is people-focused and purpose-driven. We believe business should be more personal and that the strongest results start with trust.

Who we serve:



$1.92bn
in revenue

8,459
people, including 595 partners

53
offices

* Statistics as of July 31, 2020

PRODUCED BY

Grant Thornton Solutions

Audit

Financial statement audits
- SEC registrants (public companies)
- Private companies
- Employee benefit plans
- Not-for-profit organizations
- Government

Accounting advisory services
- Accounting change
- Transaction support
- On-call technical advice

Public finance services
- Cash flow and yield verification
- Arbitrage rebate compliance

Tax

Regulatory & reporting compliance
- U.S. federal, state & local and international tax compliance
  - Co-sourcing / outsourcing (rightsized to your unique needs)
  - Loan staffing
- Tax provision preparation or review
- Income tax outsourcing / RAR
- Indirect tax compliance (leased property, compliance, business licenses, property tax outsourcing, sales tax outsourcing, payment processing, VAT, premium tax)
- Global compliance & reporting services
- Expatriate compliance services

Strategic consulting & risk management
- Compensation & benefits (including executive compensation)
- Federal Tax
  - Accounting & tax methods
  - R&D credit services
  - Fixed asset services
  - Employment tax
- State and local tax
  - Credits & incentives analysis
  - Income & franchise tax services
  - Indirect tax
- International Tax
  - Cross-border planning
  - Transfer pricing consulting and documentation services
  - Advanced pricing agreements and tax controversy
  - Withholding and reporting
- M&A / divestiture planning
- Bankruptcy / restructuring
- Post merger integration and value creation
- Tax function optimization and automation, including analytics , visualization, blockchain and OCR solutions

Advisory

Strategy
- Customer & Brand Strategy
- Corporate & Growth Strategy

Mergers & Acquisitions
- Acquisitions
- Divestitures

Corporate Finance
- Restructuring & Turnaround
- Forensics
- Valuation & Modeling

Finance Transformation
- Cost & Performance Management
- Financial Modernization
- Shared Services

Operational & Organizational Transformation
- Agile & Program Management
- Business Change Enablement
- HR Transformation
- Operations Transformation
- Sourcing & Supply Chain Management

Technology Transformation
- Digital Services & Innovation
- Technology Strategy
- Enterprise Information Management
- Infor
- Oracle
- Workday
- Enrich

Cybersecurity & Privacy
- Strategy & Management
- Cyber Defense
- Identify & Access Management
- Privacy & Data Protection
- Third Party Risk

Risk, Compliance & Controls
- Risk Management
- Regulatory Compliance Consulting
- Financial Crimes & Fraud Analytics
- Internal Audit
- Sarbanes Oxley
- Controls Consulting
- Controls Loan Staff
- Controls Test Automation

Strategic Assurance & SOC Services
- SA&S Readiness Consulting Services
- SOC 1
- SOC 2, 3
- Other SSAE 18 Attest Services
- IT Certifications

Our Oracle Practice

ERP and SCM

Financials | Revenue management | Accounting hub | Project accounting | Risk management | Project execution
Procurement | Inventory management | Cost management | Maintenance | Manufacturing | Order management | Product lifecycle and data management | Supply chain collaboration and planning

EPM Analytics

Planning and budgeting | Profitability and cost management | Financial close and consolidation | Tax reporting and provisioning
Management and operational analytics | Narrative reporting | Account reconciliation | Enterprise data management

HCM

Culture journey | Talent acquisition | Workforce administration | Talent management | Workforce development
Alumni network

Data governance & cloud integration

PaaS

Solution delivery center (off-shore and on-shore)

Industries

Construction, Real Estate & Hospitality	Consumer And Industrial Products	Energy	Financial Services	Healthcare And Life Sciences	Not-For-Profit Organizations	Private Equity	Public Sector	Technology

Customize payroll flows

Why Customize?

- Streamline processing
- Enhance overall functionality
- Add value to specific business needs
- Utilize copies of delivered payroll flows to leverage parameters

- Critical:
  - Understand the parameters and what drives them
  - Review existing flow parameters

How to understand parameters

Payroll Flow Patterns

Flow Pattern: Run Gross-to-Net Report
Description: Submit a report to view totals for the results calculated from payroll runs, and payroll reversals by elements of pay.
LDG Required: Yes

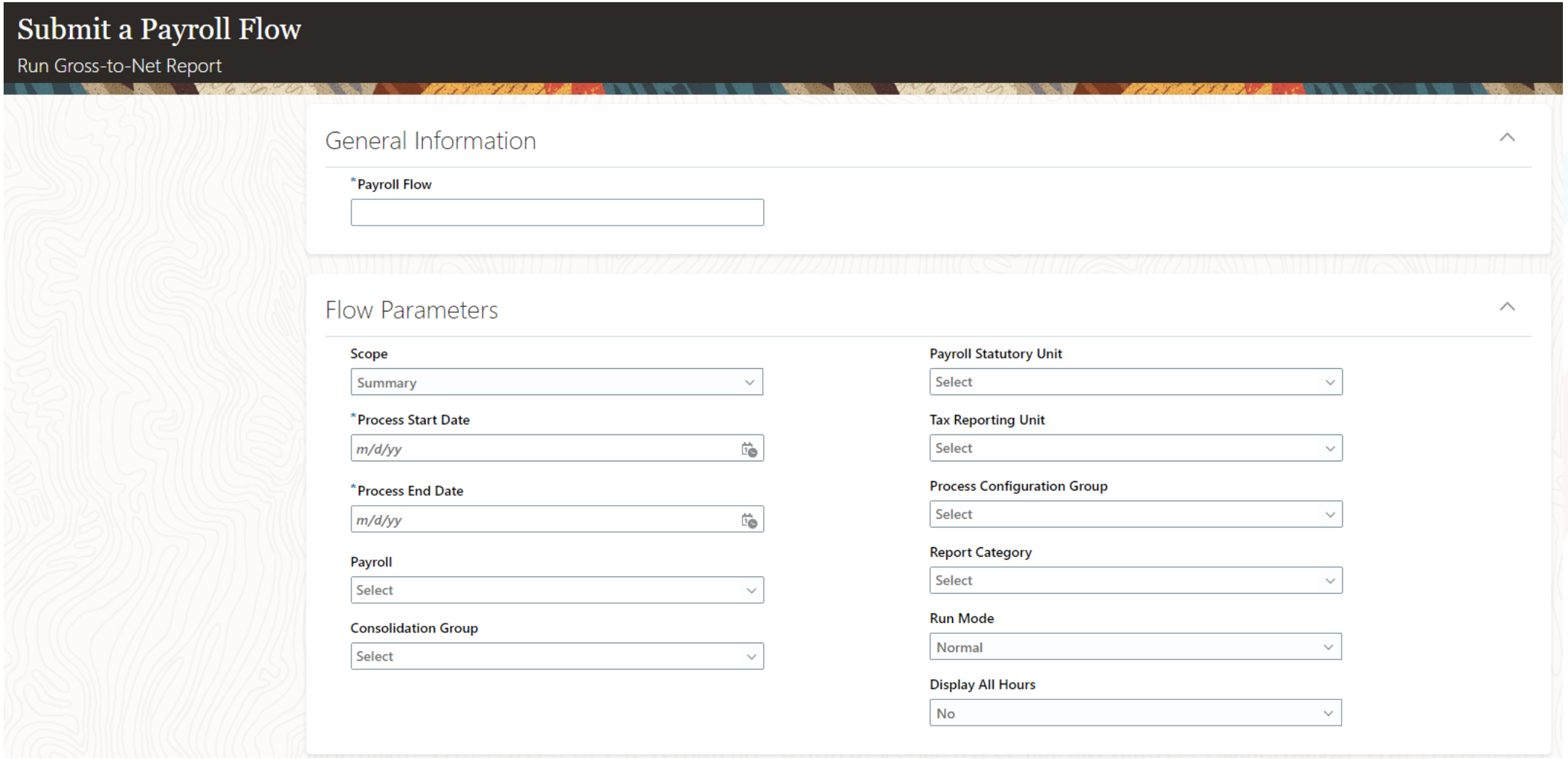
Flow Status: Active
Connector Status: Parameters Only
Connector Name: Run Gross-to-Net Report | GROSS_TO_NET

Tasks | Task Sequence | **Parameters** | Connected Flows | Review

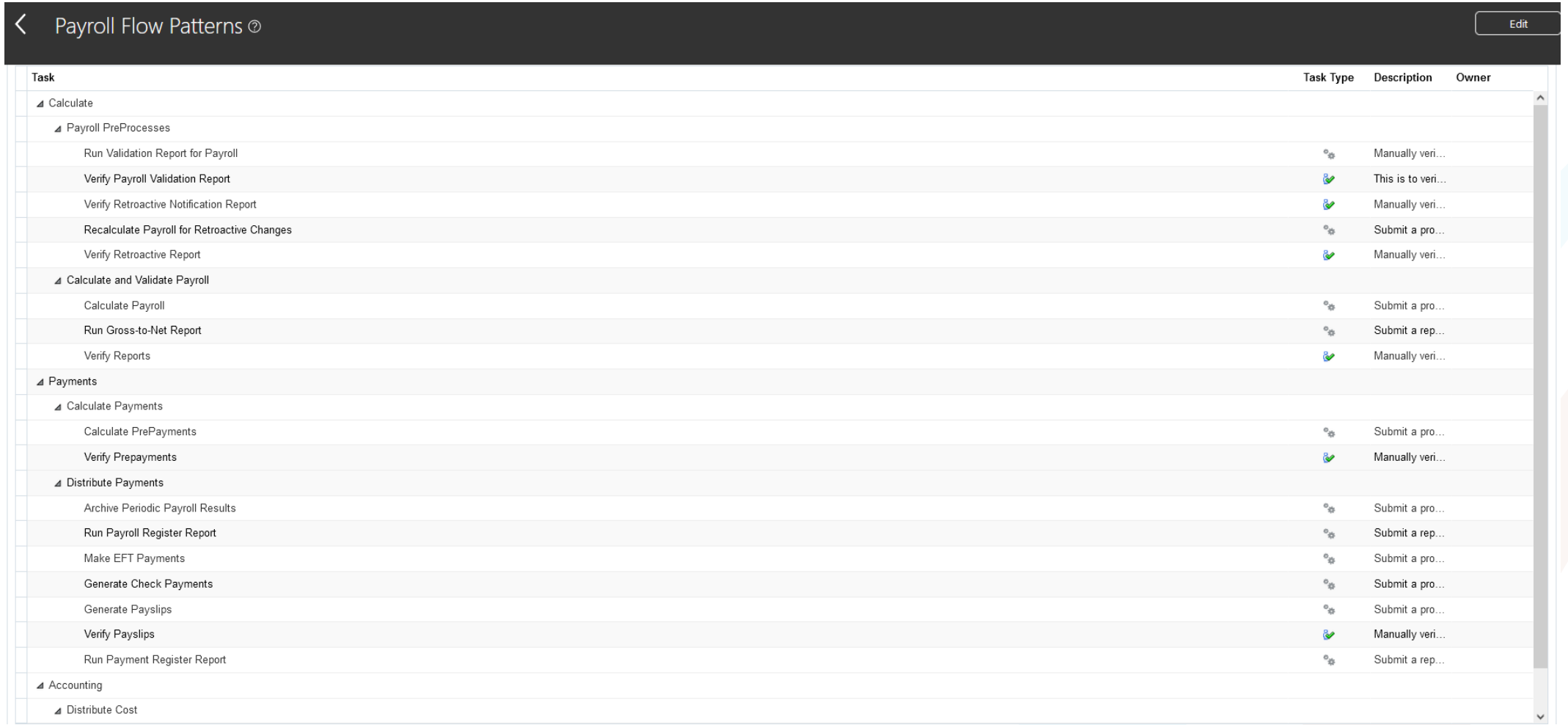
Actions ▾ View ▾

*Flow Parameter	BaseFlowParameterName	*Display	*Display Format	Lookup	Sequence	Parameter Basis	Basis Value	Customized	Key Parameter
Process Start Date	START_DATE	Mandatory	Date		3				
Process End Date	EFFECTIVE_DATE	Mandatory	Date		4				Process Date
Scope	SCOPE	Yes	Lookup Choice List	*GLB_PAY_PAYMENT_REG_REP_TYPE	2	Constant Bind	PAYMENT_SU…		
Payroll	PAYROLL	Yes	Smart LOV	*Payroll Name|PayrollNamePVO	5				Payroll
Consolidation Group	CONSOLIDATION_GROUP	Yes	Smart LOV	*Consolidation Group|Consolidation	7				
Payroll Statutory Unit	PAYROLL_STATUTORY_UNIT	Yes	Smart LOV	*Legal Employer|PayrollStatutoryUn	10				
Tax Reporting Unit	TAX_REPORTING_UNIT	Yes	Smart LOV	*Tax Reporting Unit|TaxReportingUni	11				
Process Configuration Group	PROCESS_CONFIGURATION_GR…	Yes	Smart LOV	*Process Configuration Group|Actio	17	Post SQL Bind	select to_char…		
Report Category	REPORT_CATEGORY	Yes	Smart LOV	*Report Category|OverridingReport(	197	Post SQL Bind	select to_char…		
Run Mode	DELETE_ARCHIVE	Yes	Lookup Choice List	*ORA_PAY_RPT_RUN_MODE	200	Constant Bind	CLOB		
Display All Hours	INCLUDE_HOURS	Yes	Lookup Choice List	*YES_NO	910	Constant Bind	N		
Payroll Period	PAYROLL_PERIOD	No	Smart LOV	*Pay Period|TimePeriodPVO	8				
Location	LOCATION	No	Smart LOV	*Location|LocationNamePVO	15				
Base Extract Name	BASE_EXTRACT_NAME	No	Text		196	Constant Bind	Gross to Net …		

How to understand parameters



US simplified payroll cycle



Utilize delivered flows

- Copy the US simplified payroll flow
  - This flow contains all required payroll processes: retro, calc, prepayments, archive, EFT, check, and payslips with the correct parameters and task details
  - Remove tasks that are not applicable to your business (e.g., accounting activities)
  - Add calculation validation reports to flow (e.g., payroll activity report, element results register, statutory deduction register)
  - Utilize “process after error” checkbox – addition of payroll messages report
  - Add manual steps for processes outside Oracle Cloud

- Note: Delivered flows may be updated periodically, those updates will not carry over to copied flows

Customize to add payroll calculation validation reports

Task	Task Type	Description
Recalculate Payroll for Retroactive Changes		Submit a process to calculate retrospective changes that were not included in the original payroll run.
Verify Retroactive Entries Report		Manually verify a task. Reuse it as often as needed in the flow pattern for the calculate activity, entering a unique name for each occurrence.
◢ Calculate and Validate Payroll		
Calculate Payroll		Submit a process to calculate the payroll run results such as the gross to net results.
Verify No Errors		
Run Gross-to-Net Report		Submit a report to view totals for the results calculated from payroll runs, and payroll reversals by elements of pay.
Run Periodic Payroll Activity Report		
Run Element Results Register		
Run Statutory Deduction Register Outside Flow		
Run Deduction Report		
Send Reports to HR and Benefits		
Verify Reports		Manually verify a task. Reuse it as often as needed in the flow pattern for the calculate activity, entering a unique name for each occurrence.
◢ Payments		
◢ Calculate Payments		
Calculate PrePayments		Submit a process to calculate payment distributions based on payment types such as cash, check, and electronic fund transfer.
Verify Prepayments		Manually verify a task. Reuse it as often as needed in the flow pattern for the payment activity. Enter a unique name for this checklist task.
◢ Distribute Payments		
Archive Periodic Payroll Results		Submit a process to archive the payroll results, which are used for reporting purposes.
Run Payroll Register Report		Submit a report to view the balances for earnings, deductions, and taxes.
Make EE EFT Payments		Submit a process to generate electronic payments for employees or third parties.
Generate EE Check Payments		
Submit TP EFT Outside Flow		
Run Last Check Number RPT then Submit TP Checks Outside Flow		
Run Payment Register Report		Submit a report to view the payment details such as the payment amount, payslip advice or check number, bank name, account number and account type.
Generate Payslips		Submit a process to generate payslips for employees.

Create a report only flow

- Create a payroll flow that contains all reports used to validate the payroll calculation
  - Gross-to-net report
  - Periodic payroll activity report
  - Element results register
  - Periodic statutory deduction register
  - Deduction report
  - Costing report

Payroll calculation validation reports

After processes flow

- Payroll flow begins with calculate prepayments task and contains all after processes

- Example #1: For any QuickPays run, link those to the after processes flow (must be linked or flow will not pick up QPs)
  - Link from calculate QuickPay task to calculate prepayments

- Example #2: Separate calculations example
  - Payroll flow begins with calculate prepayments task and contains all after processes
  - Payroll processing was separated by staff for three distinct divisions

After processes flow

Tasks | Task Sequence | Parameters | Connected Flows | **Review**

Actions ▾ View ▾ Detach

Task	Task Type	Description	Owner
◢ Payments			
◢ Calculate Payments			
Calculate PrePayments		Submit a pro…	
Verify Prepayments		Manually veri…	
Run Payroll Register Report		Submit a rep…	
◢ Distribute Payments			
Archive Periodic Payroll Results		Submit a pro…	
Make EFT Payments		Submit a pro…	
Generate Check Payments		Submit a pro…	
Generate Payslips		Submit a pro…	
Verify Payslips		Manually veri…	
Run Payment Register Report		Submit a rep…	

Payroll flow group security

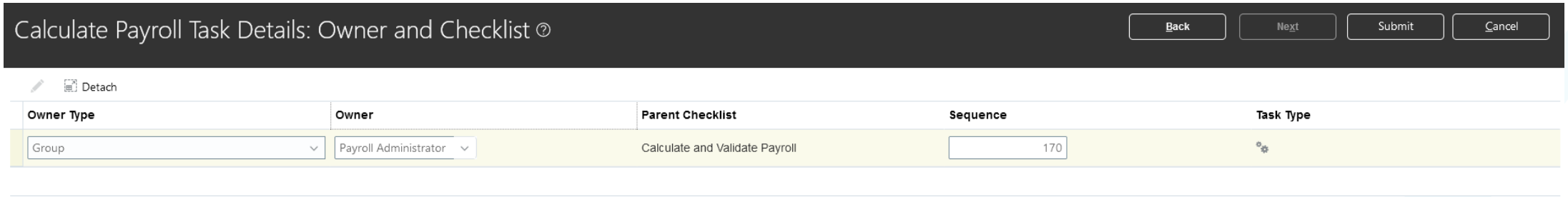
Considerations

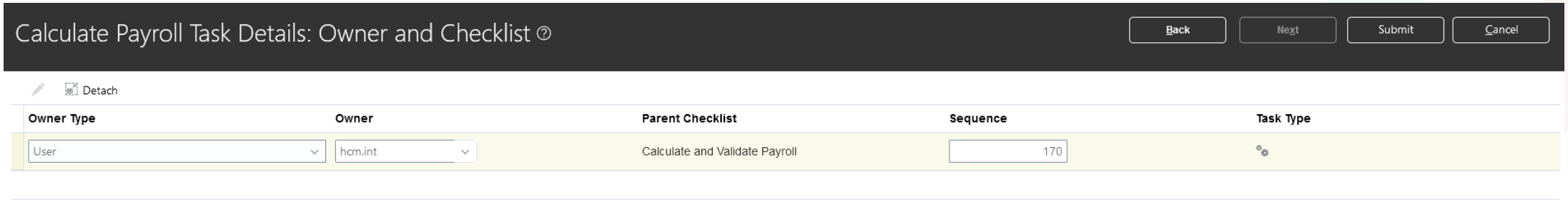
- Who is running the payroll flows?
- Are multiple users involved in running a payroll flow?
- Can the payroll flow, payroll calculation, be continued without sign-off from a specific individual? Costing, deductions

Group security

- Payroll flow security is assigned through roles (group) or users (username)
- Security must be assigned to each individual task
  - Tasks that remain unassigned have the “owner” designated as the user who submitted the flow
- Group security allows any user with the assigned role to progress the payroll flow and have access to file output
- Group security is valuable for payroll teams that have multiple employees processing payrolls
- Another benefit is if the user who submitted the flow has an unexpected absence, another person can pick up where they left off

Payroll flow security





Real life example

Client with multiple time integrations

- Client has two different time keeping systems for a biweekly payroll
  - One system sends time files in the morning
  - The other system sends time files in the afternoon
- An initial payroll calculation and verification reports (Gross-to-net, payroll activity, element results register, deduction reports) are run after the first time files are loaded
- After the second system's time files are loaded, the payroll is marked for retry and retried, manual steps were created for each task, and the verification reports are rerun in the flow
- Rather than run the reports individually outside of the flow, there are two versions of the calculation verification reports to support the two time systems

Multiple validation reports

Task	Task Type	Description
◢ Calculate		
◢ Calculate and Validate Payroll		
Calculate Payroll		Submit a process to calculate the payroll run results such as the gross to net results.
Verify No Errors		
Run Gross-to-Net Report - First		Submit a report to view totals for the results calculated from payroll runs, and payroll reversals by elements of pay.
Run Periodic Payroll Activity Report - First		
Run Element Results Register - First		
Run Statutory Deduction Register Outside Flow - First		
Run Deduction Report - First		
Second Time File Processes Complete?		
Mark Retry and Retry Payroll Calculation Outside Flow		
Run Gross-to-Net Report - Second		
Run Periodic Payroll Activity Report - Second		
Run Element Results Register - Second		
Run Statutory Deduction Register Outside Flow - Second		
Run Deduction Report - Second		
Send Reports to HR and Benefits		
Verify Reports		Manually verify a task. Reuse it as often as needed in the flow pattern for the calculate activity, entering a unique name for each occurrence.

Demo

Helpful links

- Add a custom BI report to a Payroll Flow
  - Fusion Global Payroll: How to Run a Custom BI Report From a Payroll Task Flow? **(Doc ID 1948037.1)**
  - Adding a BI analysis is on the roadmap
- Administer Payroll Flows:
  - https://docs.oracle.com/en/cloud/saas/human-resources/21c/faupf/submit-and-monitor-flows.html#FAUPF3943258
- Sequence numbers
  - In MOS, utilize a SQL query to pull sequence numbers in a report, rather than clicking into individual tasks
  - Fusion Applications - Global Payroll - How to create a custom payroll flow and provide task sequence? **(Doc ID 2512855.1)**

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2021

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