



# Interface Control Document (ICD)

## Phase 2

● Version 4.5 ● October 10, 2021

**Federal Authority for Government Human Resource  
HRMS\HRMI Integration**

## Revision History

Version	Author	Date	Change Description	Reviewer
1.0	Bassel Khachfeh	04/10/2015	Initial Creation	Project Team
1.1	Bassel Khachfeh	22/10/2015	Add Training details	Project Team
1.2	Bassel Khachfeh	02/11/2015	<ul style="list-style-type: none"> <li>Change PMO classification field name</li> <li>Job Sub Family Field Added</li> <li>Add auto mapping.</li> <li>Comments from FAHR on 03/11/2015</li> </ul>	Project Team
1.2.1	Bassel Khachfeh	04/11/2015	<ul style="list-style-type: none"> <li>Remove Nationality Category as per FAHR, it will be conducted from the nationality.</li> <li>Nationality\Emirate is mandatory</li> </ul>	Project Team
1.3	Bassel Khachfeh	16/11/2015	<ul style="list-style-type: none"> <li>Rephrase Suggested Design in Appendices</li> </ul>	Project Team
1.4	Bassel Khachfeh	01/12/2015	Add (LaterJobClassification) to promotion fields.	Project Team
1.4.1	Bassel Khachfeh	30/12/2015	Assignment Subtypes have been synced with FAHR Lookup codes	Project Team
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1.4.3	Basel Khachfeh	26/01/2016	ERD for web service agent has been updated (Data Model Diagram), we just changed the length of the following fields in TRANSACTIONS_RESPONSE_MSGS: <ol style="list-style-type: none"> <li>1- EMP_NO</li> <li>2- MSG_CODE</li> <li>3- TXN_ID</li> <li>4- MSG_DESC</li> </ol>	Project Team
1.5	Bassel Khachfeh	17/02/2016	<ul style="list-style-type: none"> <li>Add (DirectManagerNumber) in Promotion Transaction</li> <li>Class Status lookups</li> <li>Work Tel description added.</li> </ul>	Project Team
1.6	Bassel Khachfeh	24/02/2016	Education Category changed to optional & Certificate\Degree collection is now optional.	Project Team

1.7	Bassel Khachfeh	16/06/2016	Family Book details has been added to the following services: <ul style="list-style-type: none"> <li>• New Employee Hiring</li> <li>• Update employee master details</li> </ul>	Project Team
1.8	Bassel Khachfeh	05/09/2016	Performance evaluation transaction is limited to one year only per transaction	Project Team
1.9	Bassel Khachfeh	01/10/2016	<ul style="list-style-type: none"> <li>• Add missing field description in assignment (LaterPositionAr).</li> <li>• LaterPositionEn is optional not mandatory.</li> </ul>	Project Team
2.0	Bassel Khachfeh	16/10/2016	<ul style="list-style-type: none"> <li>• Course status doesn't support auto mapping</li> </ul>	Project Team
2.1	Bassel Khachfeh	18/04/2017	<ul style="list-style-type: none"> <li>• Leave ID has been added.</li> <li>• Leave period condition has been added</li> <li>• Remove 3-month age of leave condition</li> <li>• Leave Status Type has been added.</li> <li>• Transaction Subtype (D) has been added</li> </ul>	Project Team
3.0	Bassel Khachfeh	18/12/2019	<ul style="list-style-type: none"> <li>• Add new fields in some services (mentioned clearly)</li> <li>• Add new set of services for HRMI</li> </ul>	Project Team
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4.1	Bassel Khachfeh	15/03/2020	<ul style="list-style-type: none"> <li>• Add two 2 services: <ol style="list-style-type: none"> <li>1- Mission Registration خدمة المهمات الرسمية</li> <li>2- Emp Mission Registration خدمة تسجيل مهمة رسمية لموظف</li> </ol> </li> </ul>	Project Team

4.2	Bassel Khachfeh	28/05/2020	<ul style="list-style-type: none"><li>• Transaction subtypes for the new HRMS V2.0 services.</li></ul>	Project Team
4.3	Shruti Agarwal	20/07/20	<ul style="list-style-type: none"><li>• Added missing fields to JobBudgetDetails service request structure</li><li>• Added Lookup for Job Category</li><li>• Added lookup for skill level</li></ul>	Project Team
4.5	M.Abuelhaija	10/10/2021	<ul style="list-style-type: none"><li>• Add Expo leave</li></ul>	

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## 1 Brief Description

This document aims to provide the technical details that allow any External Authority (الجهات المستفيدة) to integrate with the Federal Authority for human resources (FAHR)

In order to provide FAHR with all employee HR details, including training, promotions, performance evaluation, leaves.

This document will describe the technologies that will be used in order to build a scalable, robust, standardized, simplified and flexible integration mechanism that will help FAHR to quickly and easily support business needs and scale with business growth.

### 1.1. FAHR Vision

Human Resources that enjoys high capabilities in Federal Government and assuming a vital role in achieving the vision of the Government of United Arab Emirates.

### 1.2. Target Business Case

Bayanati is currently the only HR-unified system deployed by FAHR and the Ministry of Finance (MOF). The project was led by a partnership between FAHR and MOF, as the both the entities were critical beneficiaries of the system.

MOF was responsible for the Payroll module during the implementation of Bayanati and recently MOF implemented its FMIS systems in the same Bayanati instance to unify HRMIS and FMIS in one instance called Federal ERP.

An Enterprise Service Bus (ESB) is going to be implanted in order to:

- 1- Enable FAHR's objective in integrating the authorities that have standalone HR systems with "Bayanati", in order to provide comprehensive and complete information about the human resources among the federal authority through "Bayanati" database, in order to support the decision makers in setting policies and rules related to federal human resource with higher quality data.
- 2- Enable FAHR to receive all the updates regarding the employees from the external authorities as it is an output of business process (live HR transactions), so the solution is business-to-business integration;  
For example:
  - a. New Employee HR event.
  - b. New Leave HR event.
  - c. New Work injury HR event.
- 3- Enable FAHR to share any required information across the external authorities in a central way in order to avoid the rework, special implementation for each integration, and double entry.
- 4- Easy to change based on any business process change.

- 5- The solution is extendable, so it is very easy to add new integration point, service, or new information later.
- 6- All business services will be securely integrated into FAHR's business needs

## 2 Changes List

ID	Description	Comments

## 3 Glossary & data dictionary

ID	Definition	Description
1.	SOA	Service Oriented Architecture, a set of principles and methodologies for designing and developing software in the form of interoperable services
2.	ESB	Enterprise Service Bus. Software architecture model used for designing and implementing communication between mutually interacting software applications in a service-oriented architecture (SOA). When we use ESB in this document, we mean FAH integration solution that each entity is going to integrate with.
3.	IIB	IBM integration Bus, Robust and flexible integration foundation based on enterprise service bus (ESB) technology.
4.	ADDA	Abu Dhabi Digital Authority
5.	External Authority	Any Government entity which will use the solution to exchange the data with FAHR using SOA architecture
6.	EA	External Authority
7.	Business partner	Any independent entity which will use the IBM integration bus in the future regardless of this integration project.
8.	ODS	Operational Data Store, the database which contains all the collected data from the external authorities in transactional shape. It is existed at FAHR premises.
9.	AUH Adnet	Abu Dhabi Net is a secured network interconnecting most the Abu Dhabi government entities.

10	Bayanati	Human Resources Management Information System (HRMIS) that was developed to include the best practices of HR departments at ministries and federal authorities.
11	Web Service Contract	Collection of metadata that describes various aspects of an underlying software program including: <ul style="list-style-type: none"> <li>• purpose and function of its operations</li> <li>• messages that need to be exchanged in order to engage the operations</li> <li>• data models used to define the structure of the messages</li> <li>• a set of conditions under which the operations are provided</li> <li>• information about how and where the service can be accessed</li> </ul>
12	HRMI	Human resources maturity index, The mechanism used to measure the maturity level of human resources into the four pillars according to HR competencies: <ul style="list-style-type: none"> <li>• Governance</li> <li>• Recruitment efficiency</li> <li>• Development</li> <li>• Engagement</li> </ul>

## 4 Assumptions

As a result of the meetings held with the stakeholders regarding the interface between FAHR and the external authorities, we come up with this Interface Control Document based on the following assumptions:

No	Description
1	All business services are going to be an action triggered by an external authority (service caller), so the caller government entity will be responsible for the <u>correctness of this data</u> and will be responsible for the data integrity based on its systems. The integration solution is not intended to do such kind of data cleansing or data verification jobs.
2	Correcting any wrong information that was sent by any external authorities is out of the scope, and transactions will be corrected and resent by an EA (external authority) as part of an operation process.
3	The ESB's work starts from the minute of successfully receiving the data from the external authorities, the ESB will return a clear report as a result of any call to explain the call result, so if the sent data is invalid; it is the external system's responsibility to resend the information again in a right way.
4	The integration bus must transfer the received data from the external authorities and reflect the changes into the <b>ODS</b> database.

5	FAHR ESB Integration should respect the standard communication with all the external authorities if it is there, for example: some authorities are talking with outsiders using <b>ESB</b> only, hence this integration should communicate with the ESB only in this case, not directly with that EA.
6	An employee should be uniquely identified by a unique number across of each EA, so if an EA has more than one system to integrate with FAHR ESB, they should provide one unique reference number for each employee across all its internal systems (Employee Reference No.)

## 5 FAHR ESB Integration Design

### 5.1. Design Goals

This section describes the system requirements and objectives that have some significant impacts on the architecture.

The key design goals are:

- Provide a standard communication method for any external authority to submit a person's information according to its relevance; this method should be fast, secured, and highly available.
- To provide a way to use different transport layer techniques, some entities will be connected through a secured **VPN**, the other entities will connect to our system using **ESB (Enterprise Service Bus)**.
- To provide a loosely coupled, distributed, reliable, and synchronous communication with FAHR integration system (the connection is not always up between FAHR and any external authority).
- Easy way to extend the structure to include more external entities in the future.
- Stability.
- Performance.
- Standards.

In this project, IBM Integration bus (IIB) is used as an implementation of service-oriented architecture (SOA), which manages all the employee HR information as business flows between the federal authority for human resources (FAHR), and the external authorities (EAs) that have their standalone HR systems.

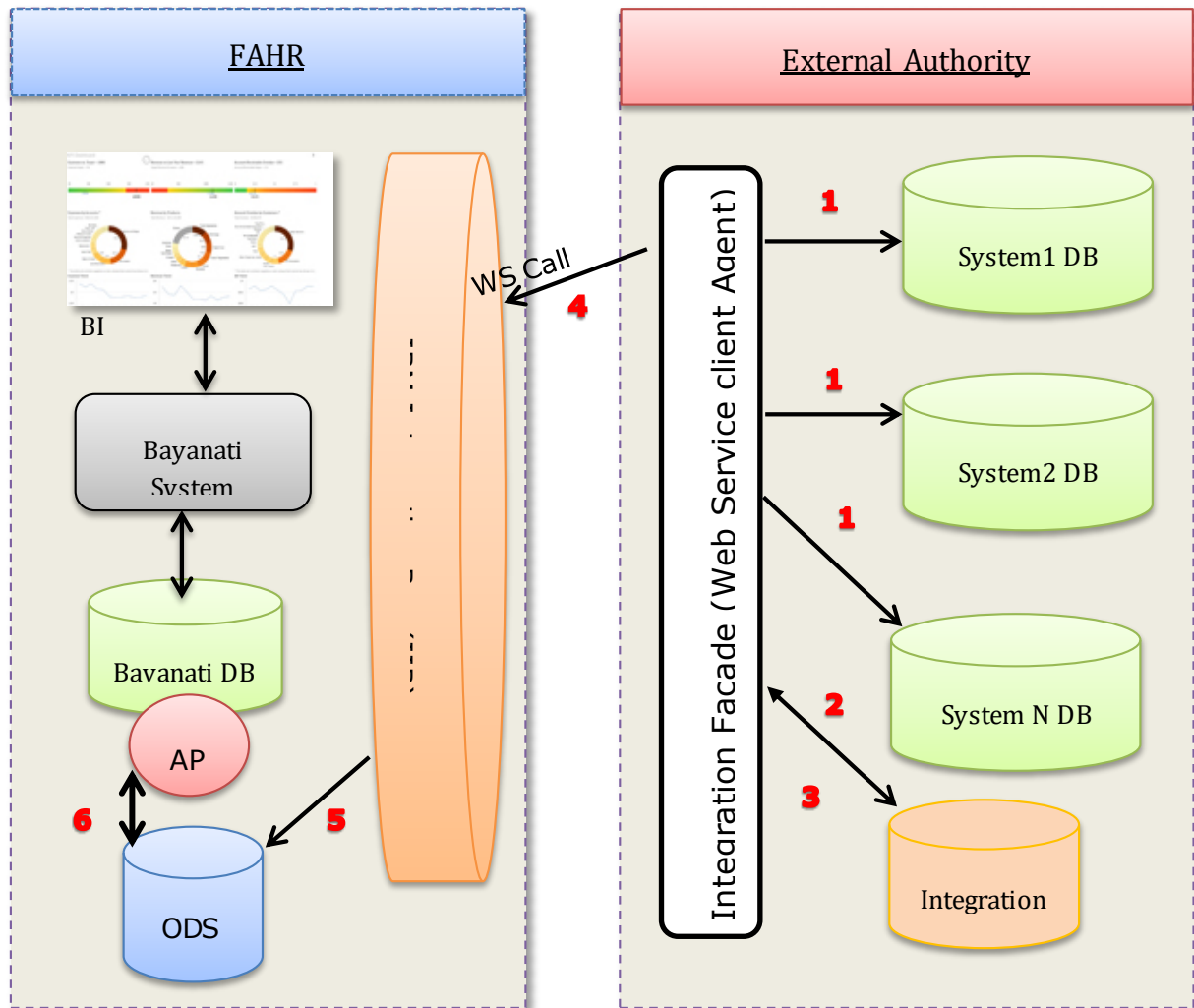
IIB support many important integration adapters including (but not limited):

- Web service
- IBM Message Queuing or any JMS technology
- File (Retrieve data from remote file)
- Web sphere adapters like (SAP, Seibel, and JDE).

We will explain three main integration scenarios in general; also, we will describe the integration requirements from an external authority in term of HW, Software, security, and connectivity.

## 5.2. Integration Scenarios

### 5.2.1. Web Service Integration Scenario



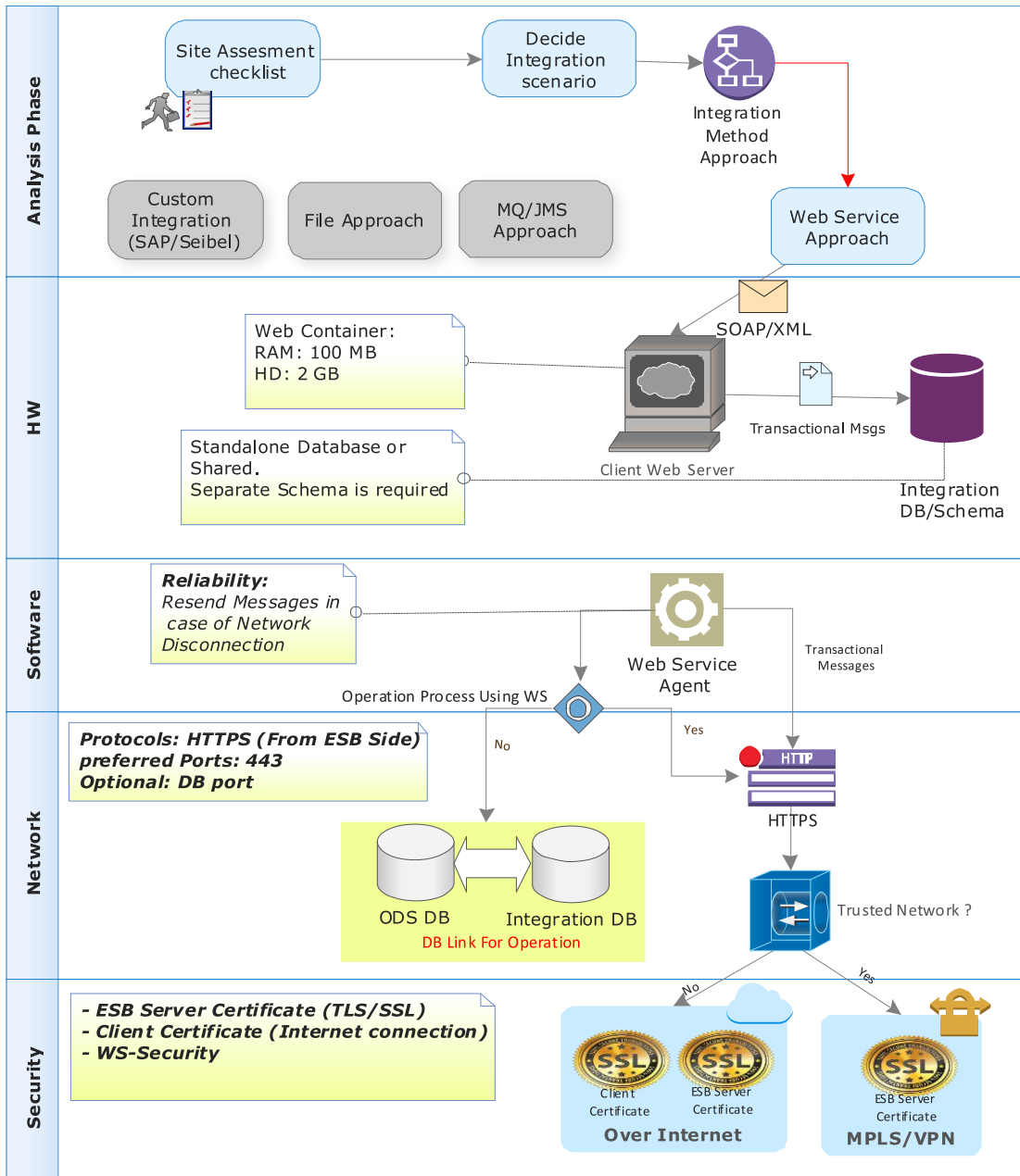
- 1- An AE may have more than an internal system to integrate with FAHR ESB, for example:
  - HR System.
  - Learning Management System.
  - Performance System
- 2- An integration middleware is required from an EA side in order to manage all the integration touch points with the ESB.
- 3- The integration middleware shall periodically check all new transactions and collect them from the related internal system(s) **(Step 1)**.
- 4- Generate the proper XML message for each event and save those messages in a schema or database called Integration DB **(Step 2)**
- 5- An EA shall run an internal job on the integration middleware in order to retrieve the new messages **(Step 3)** and push them to the ESB using web service call (SOAP over HTTPS) **(Step 4)**.
- 6- The IIB shall do the following tasks internally:
  - a. Extract the message.
  - b. Authentication.
  - c. Authorization.
  - d. Data type validation.
  - e. Business Rule validation.
  - f. Audit Trail & Message Logging.
  - g. Data virtualization.
  - h. Message flow and service composition (if required), for example: Call EIDA web service to verify the IDN.
- 7- Message will be saved into an intermediate DB or schema (ODS DB) **(Step 5)**
- 8- Bayanati will retrieve the updated details of employee details & required transactions.

External authority shall host & implement an operation web service with rich operations, and this will be explained later in this document.

- a. An access to the integration DB (AE's integration DB) (Not recommended)
- FAHR shall have access to the integration DB, so they can do the operation from their end by using the remote integration DB directly (Not recommended).
- May require an access to internal system's view for more operation investigation.

### 5.2.1.1. Web Service Integration Requirements

The following Diagram depicts the requirement to integrate with an EA (From an external authority's side only) by using a web service approach:



- 1- Web server is required (HW) in order to deploy the web service client agent (WS client Agent) (Software).

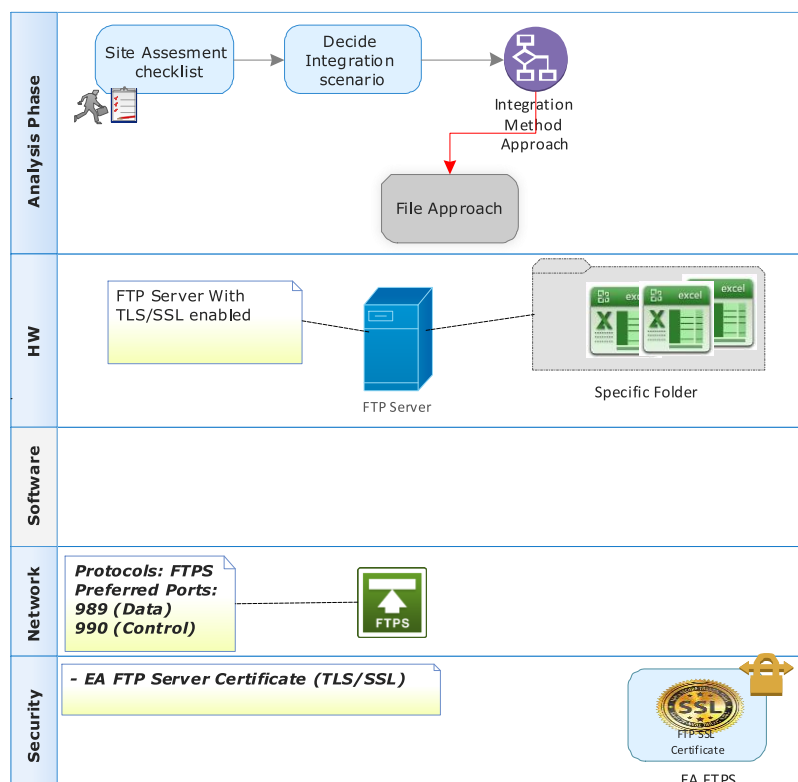
An external authority can use an already existed web server, so they can deploy this agent as a web application (WAR).

- This web application requires 200 MB RAM at MAX.
  - This web application requires 2 GB storage at MAX.
- 2- Table space is required from each entity which will use the web service pattern, they can use an already existed DB and create separate schema, or they can use a separate DB server.
    - The storage size is 10 GB at max yearly.
    - The messages that are sent successfully can be purged after 3 months.
    - Messages can be zipped and saved into this DB so we can reduce the required space.
  - 3- HTTPS Port (Preferred: 443) should be available between external authority and FAHR ESB in order to use HTTPS protocol for communication.
  - 4- If the network is not trusted (through Internet), an EA needs to use client certificate provided by FAHR.
  - 5- DB or View access should be established between FAHR-External entities for operation process if the second approach of operation process is applied (will be explained in detail later).
  - 6- In order to assure message delivery (QOS) and avoid message lose; if an agent failed to call the ESB due to network disconnection; the agent will save the error type (Network disconnection) in the integration DB at their premises, and retry to push the message next interval as if it was a new message (Will be explained in details later).

### **5.2.2. Remote File Integration**

- 1- An EA shall put all the required data as excel files with predefined template in a specific folder.
- 2- An EA shall install an FTP server with an SSL certificate in order to enable the secured protocol (FTPS).
- 3- FAHR ESB will regularly check if there is any available excel file in the remote folder to poll it (Step 1)
- 4- FAHR ESB will do the following as usual:
  - a. Extract the data from the excel file.
  - b. Data type validation.
  - c. Business Rule validation.
  - d. Audit Trail & Message Logging.
  - e. Data virtualization.
  - f. Message flow and service composition (if required), for example: Call EIDA web service to verify the IDN.
- 5- Message will be saved into an intermediate DB or schema (ODS DB) **(Step 2)**
- 6- Bayanati will retrieve the updated details of employee details & required transactions **(Step 3)**.
- 7- **Message delivery:** Network disconnection is not an issue here, ESB will check if the remote FTP server is not responding, or disconnected; it will issue a new error log record and save it into an ODS database, and as soon as the connection is getting up, the ESB will Poll the files from the remote specific folder using FTPS protocol.

### 5.2.2.1. Remote File Integration Requirements



### Remote File Based Integration Requirements

- 1- Specific folder should be defined by an EA in order to push the data as excel files into it.
- 2- FTP server at an EA's premises, with an SSL enabled.
- 3- TCP Port (990 ,989) should be established between an external authority and FAHR ESB as follows:
  - a. TCP Port 989: FTPS Protocol (data), FTP over TLS/SSL
  - b. TCP Port 990: FTPS Protocol (control), FTP over TLS/SSL

## 6 Integration Scope of work

**Note:** Added in V3.0

The HRMS\HRMI integration scope of work includes the following services :

Module	Service Name	Released
HRMS	New Employee Hiring Registration	V2.0
HRMS	Update Employee Master Data Registration	V2.0
HRMS	Update Employee Relatives Registration	V2.0
HRMS	New Payroll Registration	V2.0
HRMS	Assignment Transaction Registration	V2.0
HRMS	Promotion Registration	V2.0
HRMS	End of Service Registration	V2.0
HRMS	Work Injury Registration	V2.0
HRMS	Leave Registration	V2.0
HRMS	Awarding Registration	V2.0
HRMS	Complaint Registration	V2.0
HRMS	Appeal Registration	V2.0
HRMS	Individual Development Plan Registration	V2.0
HRMS	Degree Certificate Issuance Registration	V2.0
HRMS	Performance Evaluation Registration	V2.0
HRMS	Employee Training Registration	V2.0
HRMS	Training Course Registration	V2.0
HRMS	Submit Organization Structure	V2.0
HRMS	Attachment Upload Registration	V3.0
HRMS	Employee Volunteer Registration	V3.0

HRMS	Employee attendance Registration	V3.0
HRMS	Hiring efficiency	V3.0
HRMI	Job Budgeting Registration	V3.0
HRMI	Job Budgeting details registration	V3.0
HRMI	iRecruitment Candidate Registration	V3.0
HRMS	Mission Registration	V3.0
HRMS	Employee Mission Registration	V3.0

## 7 FAHR Integration Web Service Contract

A Web service contract is essentially a collection of metadata that describes various Aspects of an underlying software program, including:

- The purpose and function of its operations
- The messages that need to be exchanged in order to engage the operations
- Data models used to define the structure of the messages (and associated validation.
- Rules used to ensure the integrity of data passed to and from the messages
- Set of conditions under which the operations are provided
- Information about how and where the service can be accessed

This integration is handled by one web service:

- 1- FAHR Employee service (Hosted at FAHR ESB)

### 7.1. FAHR Employee service (Hosted at FAHR ESB)

This web service is intended to allow an EA to submit employee related details based on the required HR services.

It contains all required operations that are required to transmit any information that is related to an "Employee", for example:

- Submit new leave for an employee.
- Submit work injury for an employee.
- End of service for an employee.
- ...

### **7.1.1. FAHR Employee Service Integration Overview**

#### **7.1.1.1. Business Service to WS operation mapping**

This service will be hosted on FAHR ESB, the web service operations are designed depends on the required business services as following

Service Code	Business service name	WS operation name
1	New Employee Registration خدمة تسجيل موظف جديد	newEmployeeHiringRegistration
2	Employee details update Registration خدمة تعديل بيانات موظف	employeeMasterDataUpdate
3	Employee Relatives Change Registration خدمة تعديل بيانات معالين مرتبطين بموظف	updateEmployeeRelativesRegistration
4	Payroll Registration خدمة تسجيل حركة إصدار راتب	newPayrollRegistration
5	Assignment Transaction Registration (Update organization unit/Position/Grade) خدمة تنقلات موظف تعديل المنصب/الوحدة التنظيمية/درجة وظيفية لموظف	assignmentTransactionRegistration
6	Promotion Registration خدمة ترقية موظف	promotionRegistration
7	End of Service Registration خدمة إنهاء خدمة موظف	endOfServiceRegistration
8	Work Injury Registration خدمة تسجيل إصابة عمل	workInjuryRegistration
9	Leave Registration خدمة تسجيل إجازة	leaveRegistration
10	Employee Awarding Registration خدمة تسجيل حركة جائزة أو تكريم لموظف حسب نظام المكافآت والحوافز	awardingRegistration
11	Complaint Registration خدمة تسجيل حركة مخالفة لموظف	complaintRegistration

12	Appeal Registration خدمة تسجيل حركة تظلم موظف	appealRegistration
16	Individual Development Plan Registration خدمة تسجيل خطة تطوير فردية لموظف	individualDevelopmentPlanRegistration
17	Certificate\Degree Issue Registration (vocational, professional, educational) خدمة تسجيل شهادة مهنية أو تخصصية أو علمية	degreeCertificateIssuanceRegistration
18	Performance Evaluation Registration (3 phases) خدمة تسجيل وثيقة أداء موظف بمراحلها الثلاث	performanceEvaluationRegistration
13	Training Course Registration خدمة تسجيل برنامج تدريبي (غير مرتبطة بموظف/مرتبطة بدورة تدريبية)	trainingCourseRegistration
15	Employee Training Registration خدمة تسجيل حركة تدريب موظف	employeeTrainingRegistration
19	Organization Hierarchy Change Registration خدمة تعديل الهيكل التنظيمي لجهة اتحادية (غير مرتبطة بموظف)	submitOrganizationStructure
-	Rollback Employee Transaction	rollbackEmployeeTransaction
65	Attachment Upload Registration خدمة إضافة مرفقات للموظف	attachmentUploadRegistration (Added in V3.0)
66	Volunteer Registration خدمة التطوع للموظف	volunteerRegistration
67	Attendance Registration خدمة الحضور والانصراف للموظف	attendanceRegistration
68	Hiring Efficiency Registration خدمة التوظيف الفعال للموظف	hiringEfficiencyRegistration

69	Job Budgeting Registration خدمة الميزانيات العامة - نظام نضج الموارد البشرية	jobBudgetingRegistration
70	job Budget Details Registration خدمة ميزانيات الوظائف - نظام نضج الموارد البشرية	JobBudgetDetailsRegistration
73	iRecruitment Candidate Registration - IRecruitment خدمة التوظيف الالكتروني - نظام التوظيف الالكتروني	iRecruitmentCandidateRegistration
74	workforce Planning Registration- HRMI خدمة تخطيط القوى العاملة - نظام نضج الموارد البشرية	workforcePlanningRegistration
83	Mission Registration – HRMS خدمة تسجيل المهمات الرسمية	missionRegistration
84	Employee Mission Registration – HRMS خدمة تسجيل المهمات الرسمية للموظف	employeeMissionRegistration

#### 7.1.1.2. Communication Protocols

In order to use this service, you need to communicate with FAHR ESB using SOAP XML of HTTPS

Protocol	Port
Https	443

If an external authority is connected to FAHR ESB through a trusted network (MPLS/VPN) then; an EA will not use SSL client certificate to communicate with FAHR ESB service.

If an external authority is connected to FAHR ESB through none trusted network (over Internet), then a special SSL client certificate should be used by an EA in order to securely talk with FAHR ESB, this certificate will be provided by FAHR.

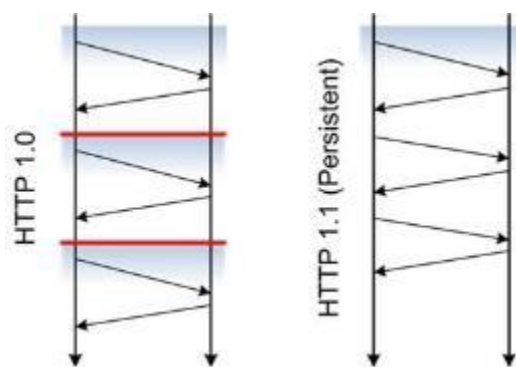
**HTTP 1.1** MUST to be used when an EA is communicating with FAHR ESB.

One of the most important features that HTTP 1.1 supports is persistent connections which mean that you can have more than one request/response on the same HTTP connection; it will avoid client re-authentication for every request.

In HTTP 1.0 you had to open a new connection for each request/response pair, and after each response the connection would be closed. This will lead to some big efficiency problems because of TCP Slow start.

HTTP 1.1 has a lot more features; you can find them [here](#) for more details.

The following diagram depicts the persistency difference between HTTP 1.0 and HTTP 1.1.



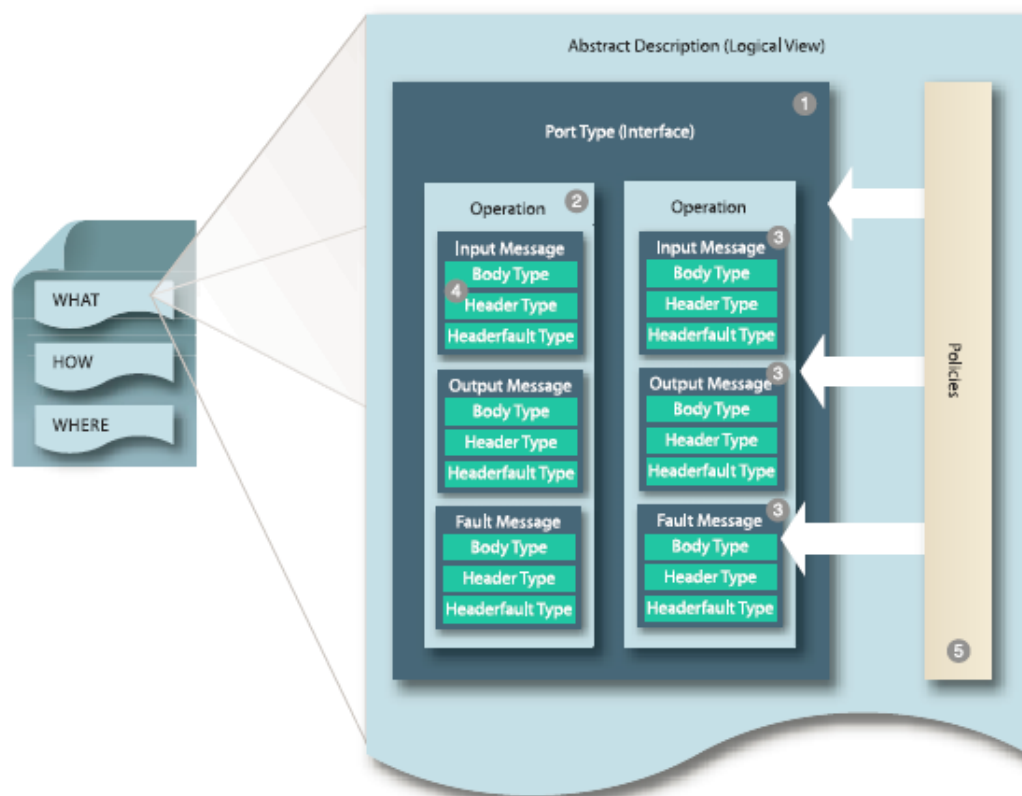
#### **7.1.1.3. WS Message Exchange Pattern (MEP)**

FAHR Employee web service follows the simple MEP which called Synchronous style (Request-Reply MEP), where the caller will call a service through the integration bus, the request will be blocked until it gets served, and returns the response back.

The response represents the acknowledgment; it has also the rule validation result.

#### **7.1.1.4. Web Service Definitions**

The following diagram shows logical view of all parts that comprise the abstract description of the Employee service; this diagram will be followed as map of service explanation.



#### 7.1.1.5. Web Service Operations

The following operations are available for FAHR Employee web service:

##### 7.1.1.5.1. New Employee Hiring Registration

Title	Description
Operation Name	newEmployeeHiringRegistration
Operation Name AR	خدمة تعديل بيانات موظف
Service Code	1
What (Brief Description)	This operation shall submit any newly hired employee with his information.

<b>When (Touch Point Integration)</b>	When an employee <u>starts his job</u> and joining date has been set in EA's system.
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• "C": Create</li> </ul>
<b>Notes</b>	<ul style="list-style-type: none"> <li>• In case of employee Re-hiring (Employee has resigned and newly re-hired again), the other web service operation (updateEmployeeMasterData) must be used with "NULL" end of service details, and new joining date.</li> </ul>
<b>Actors</b>	External Authority
<b>Basic Flow 1</b>	<ol style="list-style-type: none"> <li>1. EA call this operation to submit a newly hired employee details once he started his work (Joined already).</li> <li>2. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>3. FAHR ESB does the following: <ol style="list-style-type: none"> <li>3.1 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the message primary key fields: <ul style="list-style-type: none"> <li>➤ Service Code (1)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA's internal system)</li> <li>➤ Transaction Subtype [C]: only "Create" subtype is available here.</li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of inserting this transaction in EA's internal system(s).</li> <li>➤ Event Transaction Date: Employee Joining Date.</li> </ul> </li> <li>3.3 Message data type validation (field lengths, mandatory, optional, type).</li> <li>3.4 Message Logging.</li> <li>3.5 Check if an employee was already saved before.</li> <li>3.6 FAHR ESB creates (new Employee) records with the following substructures:</li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>○ Identification: Emp No, IDN, Unified No...</li> <li>○ Name details</li> <li>○ Birth details</li> <li>○ Gender</li> <li>○ Disability details (if any)</li> <li>○ Religion Details</li> <li>○ Nationality</li> <li>○ Marital\Family Support status (will be explained later)</li> <li>○ Passport details</li> <li>○ Assignment Details (Grade, Position, Job family,)</li> <li>○ Employee contract details.</li> <li>○ Organization unit details</li> <li>○ Qualification details</li> <li>○ Vocational/Professional Certificate/Educational Degrees</li> <li>○ Basic salary</li> <li>○ Total salary</li> <li>○ Family Relatives.</li> <li>○ Address details</li> <li>○ Contact details</li> <li>○ Direct Manager</li> </ul>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s).</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul> </li> </ul>

<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u></li> <li>❖ Transaction Log has been saved successfully with Message Header.</li> <li>❖ Transaction Details has been saved successfully with employee details.</li> <li>❖ New Employee with his full details has been saved successfully.</li> </ul> <ul style="list-style-type: none"> <li>• <u>Error conditions</u></li> <li>❖ Transaction Log has been saved with Message Header in FAHR Integration system.</li> <li>❖ Response message has been returned to the WS caller with all errors and warnings.</li> <li>❖ Transaction will be accepted or not, depends on the error's severity:               <ol style="list-style-type: none"> <li>1. Critical: Employee profile will not be saved in FAHR integration system.</li> <li>2. Warning: Employee profile will be saved in FAHR integration system with some missing information that has issues.</li> </ol> </li> </ul>
<b>Business Rules</b>	<ul style="list-style-type: none"> <li>❖ Employee was already existed in the system               <ul style="list-style-type: none"> <li>- New Error Message will be recorded in FAHR ESB logging system.</li> <li>- Error message will be returned to the caller with (Not accepted flag).</li> </ul> </li> </ul>

#### 7.1.1.5.2. Update Employee Master Data Registration

Title	Description
<b>Operation Name</b>	updateEmployeeMasterDataRegistration
<b>Name AR</b>	خدمة تعديل بيانات موظف

<b>Unique Service Code</b>	2
<b>What (Brief Description)</b>	<p>This operation updates an employee details, it acts as a synchronization point for all employee's master data between the integrated systems.</p> <p>Any change in an employee master data at EA's internal system(s) can be reflected to FAHR integration system using this operation.</p>
<b>When (Touch Point Integration)</b>	<ul style="list-style-type: none"> <li>Basically, when any field in an employee's master data has been changed and successfully saved, <u>if</u> the change needs approval from the manager, this operation should be called after the <u>changes have been approved</u>.</li> </ul> <p>for example:</p> <ul style="list-style-type: none"> <li>An Employee has logged in to the HR self-service and changed his marital status, passport information, religion, address, contacts details...</li> <li>If Re-Hiring process is implemented in EA's, this operation should be called in order to submit the employee's master data with the new joining date, with empty (NULL) end of service details.</li> <li><u>In order to assure data sync between the both integrated systems</u>; an internal job can be run weekly, get all active employees, go through them one by one, get his fresh master details, and submit it to FAHR ESB integration system by using this operation.</li> </ul>
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"> <li>"CU": Create/Update</li> </ul>
<b>Notes</b>	<ul style="list-style-type: none"> <li>Full employee master data should be submitted, <b><u>NOT only the delta changes</u></b>.</li> </ul> <p>Example: if marital status has been changed, the caller should call this operation and fill ALL employee's personal details not only marital status, because Employee master data will be <u>overwritten</u> with the new submitted details, not only the delta changes.</p> <ul style="list-style-type: none"> <li>Employee Master Data includes: <ul style="list-style-type: none"> <li>Organization unit details</li> <li>Qualification details</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Vocational/Professional Certificate/Educational Degrees</li> <li>○ Basic salary</li> <li>○ Total salary</li> <li>○ Family Relatives.</li> <li>○ Address details</li> <li>○ Contact details</li> <li>○ Direct Manager</li> </ul> <ul style="list-style-type: none"> <li>• The Transaction Reference Number for this operation should be unique overall the system, you can use the following pattern to generate it: Txn Ref No = "Employee No/Timestamp of the change"</li> </ul>
<b>Actors</b>	External Authority
<b>Basic Flow 1</b>	<ol style="list-style-type: none"> <li>1. EA calls this operation to submit the updated employee profile.</li> <li>2. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>3. FAHR ESB does the following: <ol style="list-style-type: none"> <li>3.1 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the primary key fields: <ul style="list-style-type: none"> <li>➤ Service Code (2)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (Unique Ref No for this transaction, it can be EmpNumber\timestamp of change)</li> <li>➤ Transaction Subtype [CU]: only "Create/Update" subtype is available here.</li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of profile update in EA's internal system(s).</li> <li>➤ Event Transaction Date: same as transaction date.</li> </ul> </li> <li>3.3 Message data type validation (field lengths, mandatory, optional, type).</li> <li>3.4 Message Logging.</li> </ol> </li> </ol>

	<p>3.5 Check if an employee was already saved before.</p> <p>3.6 FAHR ESB updates (overwrite the old details) the master employee details</p>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s).</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure validation issues <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all issues as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul> </li> <li>❖ <b>A3.5.1</b> if an employee doesn't exist in FAHR ESB integration system, new employee with the attached details will be created into the system.</li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u> <ul style="list-style-type: none"> <li>❖ Transaction Log has been saved successfully with Message Header.</li> <li>❖ Transaction Details has been saved successfully with employee details.</li> <li>❖ Employee with his master details has been updated successfully.</li> </ul> </li> <li>• <u>Error conditions</u> <ul style="list-style-type: none"> <li>❖ Transaction Log has been saved with Message Header in FAHR Integration system.</li> <li>❖ Response message has been returned to the WS caller with all errors and warnings.</li> <li>❖ Transaction will be accepted or not, depends on the error's severity:</li> </ul> </li> </ul>

	<p>3. Critical: Employee profile will not be updated in FAHR integration system.</p> <p>4. Warning: Employee profile will be updated in FAHR integration system with some missing information that has issues.</p>
<b>Business Rules</b>	N/A

## 7.1.1.5.3. Employee Relatives Change Registration

Title	Description
<b>Operation Name</b>	updateEmployeeRelativesRegistration
<b>Operation Name AR</b>	خدمة تعديل بيانات معالين مرتبطين بموظف
<b>Service Code</b>	3
<b>What (Brief Description)</b>	<p>Update the employee family relatives' details, please be informed that we need only the relatives who have financial effect on an employee's salary</p> <p>نحتاج فقط للمعالين الذي لهم تأثير مالي على راتب الموظف</p>
<b>When (Touch Point Integration)</b>	<p>This operation shall be used when any of an employee's family relative details have been changed and successfully saved into the EA's internal system, example:</p> <ul style="list-style-type: none"> <li>- Add new relative</li> <li>- Update relative details.</li> <li>- Unlink Relative member <span>تسجيل انتهاء معال</span></li> </ul>
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• "C" Create: it is used in case of submitting the <u>new relatives only</u>.</li> <li>• "U" Update: It is used to submit the fresh list of all the relatives regardless of part of them are new, or modified (<u>Family Relative Sync</u>)</li> </ul>

<b>Notes</b>	<ul style="list-style-type: none"> <li>Employee relative details is part of Employee master data, so the EA can use “updateEmployeeMasterDataRegistration” WS operation in order to update the relative details, <u>or</u> it can use this operation to submit only the relative details, it is easier for the EA to submit the relative data using this operation if it knows that only family relative details have been changed.</li> </ul>
<b>Actors</b>	External Authority
<b>Basic Flow</b>	<ol style="list-style-type: none"> <li>EA call this operation to submit the family relatives for an employee.</li> <li>FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>FAHR ESB does the following: <ol style="list-style-type: none"> <li>3.1 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the message primary key fields: <ul style="list-style-type: none"> <li>➤ Service Code (3)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA’s internal system)</li> <li>➤ Transaction Subtype: [C] or [U]</li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of update in EA’s internal system(s).</li> <li>➤ Event Transaction Date: same as transaction date.</li> </ul> </li> <li>3.2 Message data type validation (field lengths, mandatory, optional, type).</li> <li>3.3 Message Logging.</li> <li>3.4 Check if an employee was already saved before.</li> <li>3.5 FAHR ESB creates or updates family relatives of an employee based on the transaction subtype.</li> </ol> </li> </ol>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields</li> </ul>

	<ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s).</li> </ul> <p>❖ <b>A3.3.1</b> if the message has some message structure violations</p> <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u></li> </ul> <p>❖ Transaction Log has been saved successfully with Message Header.</p> <p>❖ Transaction Details has been saved successfully with employee details.</p> <p>❖ If Transaction Subtype is "C": All submitted relatives will be <b>ADDED (Amended to the existing relatives)</b> to the employee family relatives.</p> <p>❖ If Transaction Subtype is "U": All existed relative will be cleared (removed), and the new full fresh list of family relatives will be fully added.</p> <ul style="list-style-type: none"> <li>• <u>Error conditions</u></li> </ul> <p>❖ Transaction Log has been saved with Message Header in FAHR Integration system.</p> <p>❖ Response message has been returned to the WS caller with all errors and warnings.</p> <p>❖ Transaction will be accepted or not, depends on the error's severity:</p> <ol style="list-style-type: none"> <li>5. Critical: Employee family relatives will not be updated in FAHR integration system.</li> <li>6. Warning: Employee family relatives will be updated with some missing information with warnings.</li> </ol>
<b>Business Rules</b>	<p>❖ Employee was not existed in the system</p> <ul style="list-style-type: none"> <li>- New Error Message will be recorded in FAHR ESB logging system.</li> </ul>

	- Error message will be returned to the caller with (Not accepted flag).
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## 7.1.1.5.4. New Payroll Registration

Title	Description
<b>Operation Name</b>	newPayrollRegistration
<b>Operation Name AR</b>	خدمة تسجيل حركة إصدار راتب
<b>Service Code</b>	4
<b>What (Brief Description)</b>	Transfer the monthly payroll transaction to FAHR ESB for all employees monthly.
<b>When: Touch Point Integration</b>	When monthly payroll has been submitted.
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• "C" Create only.</li> </ul>
<b>Notes</b>	
<b>Actors</b>	External Authority
<b>Basic Flow</b>	<ol style="list-style-type: none"> <li>1. EA call this operation to submit the monthly payroll for an employee.</li> <li>2. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>3. FAHR ESB does the following: <ol style="list-style-type: none"> <li>3.1 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the message primary key fields: <ul style="list-style-type: none"> <li>➤ Service Code (4)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA's internal system).</li> <li>➤ Transaction Subtype: [C]</li> </ul> </li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of payroll EA's internal system(s).</li> <li>➤ Event Transaction Date: same as transaction date.</li> </ul> <p>3.3 Message data type validation (field lengths, mandatory, optional, type).</p> <p>3.4 Message Logging.</p> <p>3.5 Check if an employee was already saved before.</p> <p>3.6 FAHR ESB integration project creates new record with the monthly payroll details.</p>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not be reflected to the integration system.</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul> </li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u></li> <li>❖ Payroll transaction Log has been saved successfully with Message Header.</li> <li>❖ Payroll details have been saved successfully.</li> <li>• <u>Error conditions</u></li> <li>❖ Payroll transaction Log has been saved with Message Header in FAHR Integration system.</li> </ul>

	<ul style="list-style-type: none"> <li>❖ Response message has been returned to the WS caller with all errors and warnings.</li> <li>❖ Transaction will be accepted or not, depends on the error's severity:               <ol style="list-style-type: none"> <li>7. Critical: Payroll transaction will not be updated in FAHR integration system.</li> <li>8. Warning: Payroll transaction will be updated with some missing information with warnings.</li> </ol> </li> </ul>
<b>Business Rules</b>	<ul style="list-style-type: none"> <li>❖ Employee was not existed in the system               <ul style="list-style-type: none"> <li>- New Error Message will be recorded in FAHR ESB logging system (Employee doesn't exist).</li> <li>- Error message will be returned to the caller with (accepted flag = false).</li> </ul> </li> </ul>

#### 7.1.1.5.5. Assignment Transaction Registration (Update organization unit/Position/Grade)

Title	Description
<b>Operation Name</b>	assignmentTransactionRegistration
<b>Operation Name AR</b>	خدمة تنقلات موظف تعديل المنصب/الوحدة التنظيمية/درجة وظيفية لموظف
<b>Service Code</b>	5
<b>What (Brief Description)</b>	<p>Update the assignment details of an employee, these details include:</p> <ul style="list-style-type: none"> <li>- Grade الدرجة الوظيفية</li> <li>- Position المنصب أو المسمى الوظيفي</li> <li>- Basic Salary الراتب الأساسي</li> </ul>

	- Organization Unit الوحدة التنظيمية للموظف
<b>When:</b> <b>Touch Point Integration</b>	As soon as the above details have been successfully approved and saved into an EA's system.
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• 2: Internal Deputation - ندمب داخلي</li> <li>• 3: External Deputation - ندمب خارجي</li> <li>• 4: Secondment - إعاره</li> <li>• 5: Internal Transfer - نقل داخلي</li> <li>• 6: External Transfer - نقل خارجي</li> <li>• 7: Change Position - تعديل منصب</li> <li>• 8: Settlement - تعديل وضع</li> <li>• 99: Not Defined - غير معروف</li> </ul>
<b>Notes</b>	<ul style="list-style-type: none"> <li>• Promotion (الترقية الوظيفية) has its own WS operation, it is a special case, and the promotion details has some additional information like: <ul style="list-style-type: none"> <li>- Promotion Type</li> <li>- Appraisal result mapping which cause the promotion to happen, here an EA will map its rank levels to FAHR levels. <ol style="list-style-type: none"> <li>1- Needs Improvement.</li> <li>2- Meet Expectations.</li> <li>3- Above Expectations</li> <li>4- Outstanding performance</li> </ol> </li> <li>- AppraisalResult: the actual result for appraisal, e.g. 60% → AppraisalResult = 60.</li> <li>- AppraisalReferenceValue: The full mark reference value, e.g. 60% → AppraisalReferenceValue = 100.</li> </ul> </li> <li>• Transaction subtype (7) is not business oriented, however; it is used in case of changing one of the above assignment details in an EA's HR system.</li> <li>• If the assignment doesn't change the above details, so no need to submit it to FAHR ESB system (مثال: ممكن حصوله في حالة الإعاره لمدة معينة)</li> <li>• If any of the assignment transaction details have been changed, the caller should submit <b><u>ALL the assignment details</u></b>, not only the delta changes.</li> </ul>

Actors	External Authority
<b>Basic Flow</b>	<ol style="list-style-type: none"> <li>1. EA call this operation to submit assignment changes for an employee.</li> <li>2. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>3. FAHR ESB does the following: <ol style="list-style-type: none"> <li>3.1 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the message primary key fields: <ul style="list-style-type: none"> <li>➤ Service Code (5)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA's internal system).</li> <li>➤ Transaction Subtype: one of the above types.</li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: Date of assignment txn تاريخ القرار.</li> <li>➤ Event Transaction Date: Date of applying the decision تاريخ تفعيل تطبيق القرار</li> </ul> </li> <li>3.3 Message data type validation (field lengths, mandatory, optional, type).</li> <li>3.4 Message Logging.</li> <li>3.5 Check if an employee was already saved before.</li> <li>3.6 FAHR ESB integration system updates the assignment details for the respective employee.</li> </ol> </li> </ol>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> Authentication\Authorization Issue <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields</li> </ul>

	<ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not be reflected to the integration system.</li> </ul> <p>❖ <b>A3.3.1</b> if the message has some message structure violations</p> <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u></li> </ul> <p>❖ Assignment Transaction Log has been saved successfully with Message Header.</p> <p>❖ Assignment Transaction details have been saved successfully.</p> <ul style="list-style-type: none"> <li>• <u>Error conditions</u></li> </ul> <p>❖ Assignment Transaction Log has been saved with Message Header in FAHR Integration system.</p> <p>❖ Response message has been returned to the WS caller with all errors and warnings.</p> <p>❖ Transaction will be accepted or not, depends on the error's severity:</p> <p>9. Critical: Assignment Transaction will not be updated in FAHR integration system.</p> <p>10. Warning: Assignment Transaction will be updated with some missing information with warnings.</p>
<b>Business Rules</b>	<p>❖ Employee was not existed in the system</p> <ul style="list-style-type: none"> <li>- New Error Message will be recorded in FAHR ESB logging system (Employee doesn't exist).</li> <li>- Error message will be returned to the caller with (accepted flag = false).</li> </ul>

#### 7.1.1.5.6. Promotion Registration

It is the same as Assignment Transaction Registration Service.

The only difference is:

- Service Code: 6.
- Transaction subtype: "C" only one subtype for Promotion.

#### 6.1.1.5.7 End of ServiceRegistration

Title	Description
<b>Operation Name</b>	endOfServiceRegistration
<b>Operation Name AR</b>	خدمة إنهاء خدمة موظف سواء بالاستقالة أو الإقالة أو أي سبب آخر
<b>Service Code</b>	7
<b>What (Brief Description)</b>	Submit the end of service details for an Employee to FAHR ESB integration system.
<b>When: Touch Point Integration</b>	End of service date & reason have been approved and submitted to an EA's system.
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• "CU" Create\Update only.</li> </ul>
<b>Notes</b>	
<b>Actors</b>	External Authority
<b>Basic Flow</b>	<ol style="list-style-type: none"> <li>1. EA call this operation submit the end of service details for an employee.</li> <li>2. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>3. FAHR ESB does the following: <ol style="list-style-type: none"> <li>3.1 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the message primary key fields: <ul style="list-style-type: none"> <li>➤ Service Code (7)</li> <li>➤ Site ID (Check the Lookup excel file)</li> </ul> </li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>➤ Transaction Ref No (PK in EA's internal system), it can be generated like: EmpNumber\timestamp of change</li> <li>➤ Transaction Subtype: [CU]</li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of inserting EOS details in EA's system.</li> <li>➤ Event Transaction Date: The actual end of service date. تاريخ تفعيل قرار نهاية الخدمة.</li> </ul> <p>3.3 Message data type validation (field lengths, mandatory, optional, type).</p> <p>3.4 Message Logging.</p> <p>3.5 Check if an employee was already saved before.</p> <p>3.6 FAHR ESB integration creates\update the end of service details &amp; mark the employee as inactive.</p>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not reflect to the integration system.</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul> </li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u></li> <li>❖ EOS (end of service) transaction Log has been saved successfully with Message Header.</li> </ul>

	<ul style="list-style-type: none"> <li>❖ EOS details have been saved successfully.</li> <li>❖ Employee has been marked as inactive. <ul style="list-style-type: none"> <li>• <u>Error conditions</u></li> </ul> </li> <li>❖ EOS transaction Log has been saved with Message Header in FAHR Integration system.</li> <li>❖ Response message has been returned to the WS caller with all errors and warnings.</li> <li>❖ Transaction will be accepted or not, depends on the error's severity: <ol style="list-style-type: none"> <li>11. Critical: EOS transaction information will not be reflected into employee profile in FAHR integration system.</li> <li>12. Warning: EOS transaction will be updated with some missing information with warnings.</li> </ol> </li> </ul>
<b>Business Rules</b>	<ul style="list-style-type: none"> <li>❖ Employee was not existed in the system <ul style="list-style-type: none"> <li>- New Error Message will be recorded in FAHR ESB logging system (Employee doesn't exist).</li> <li>- Error message will be returned to the caller with (accepted flag = false).</li> </ul> </li> </ul>

#### 6.1.1.5.8 Work Injury Registration

Title	Description
<b>Operation Name</b>	workInjuryRegistration
<b>Operation Name AR</b>	خدمة تسجيل إصابة عمل لموظف
<b>Service Code</b>	8
<b>What (Brief Description)</b>	Submit work injury details of an employee as soon as it happened and logged into an EA's internal system.

<b>When:</b> <b>Touch Point Integration</b>	<p>As soon as it is approved and saved successfully into an EA's internal system.</p> <p>The trigger will be the last step in the workflow process.</p> <p>عندما تحدث إصابة العمل ويتم تخزينها في النظام والموافقة عليها من المدير (ان وجدت هذه الخطوة ضمن مرحلة سير العمل)</p> <p><b><u>OR when you make sure that this injury is freezed and approved and not be modifiable.</u></b></p>
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• "C" Create: it is used in case of submitting the <u>new work injury</u>.</li> <li>• "U" Update: It is used to submit the fresh list of all work injuries (<u>Work Injury data Sync</u>)</li> </ul>
<b>Notes</b>	
<b>Actors</b>	External Authority
<b>Basic Flow</b>	<ol style="list-style-type: none"> <li>1. EA call this operation submit the work injury details for an employee.</li> <li>2. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>3. FAHR ESB does the following:             <ol style="list-style-type: none"> <li>3.1 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the message primary key fields:                 <ul style="list-style-type: none"> <li>➤ Service Code (8)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA's internal system), it can be the work injury Ref No.</li> <li>➤ Transaction Subtype: [C] or [U]</li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of inserting the work injury details in EA's system.</li> <li>➤ Event Transaction Date: Same as Txn Date.</li> </ul> </li> <li>3.3 Message data type validation (field lengths, mandatory, optional, type).</li> <li>3.4 Message Logging.</li> </ol> </li> </ol>

	<p>3.5 Check if an employee was already saved before.</p> <p>3.6 FAHR ESB integration creates\update based on the transaction subtype.</p>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not reflect to the integration system.</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul> </li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u></li> <li>❖ Work Injury transaction Log has been saved successfully with Message Header.</li> <li>❖ Work Injury details have been saved successfully.</li> <li>❖ If Transaction Subtype is "C": The submitted work Injury will be <b>ADDED (Amended to the existing set)</b> to the employee work injury.</li> <li>❖ If Transaction Subtype is "U": All existing work injury records will be cleared (removed), and the new full fresh list will be fully added.</li> <li>• <u>Error conditions</u></li> </ul>

	<ul style="list-style-type: none"> <li>❖ Work Injury Log has been saved with Message Header in FAHR Integration system.</li> <li>❖ Response message has been returned to the WS caller with all errors and warnings.</li> <li>❖ Transaction will be accepted or not, depends on the error's severity: <ul style="list-style-type: none"> <li>13. Critical: Work Injury transaction information will not be reflected into employee profile in FAHR integration system.</li> <li>14. Warning: Work Injury transaction will be updated with some missing information with warnings.</li> </ul> </li> </ul>
<b>Business Rules</b>	<ul style="list-style-type: none"> <li>❖ Employee was not existed in the system <ul style="list-style-type: none"> <li>- New Error Message will be recorded in FAHR ESB logging system (Employee doesn't exist).</li> <li>- Error message will be returned to the caller with (accepted flag = false).</li> </ul> </li> </ul>

## 6.1.1.5.9 Leave Registration

Title	Description
<b>Operation Name</b>	leave Registration
<b>Operation Name AR</b>	خدمة تسجيل إجازة
<b>Service Code</b>	9
<b>What (Brief Description)</b>	Submit leave details of an employee.
<b>When: Touch Point Integration</b>	<p><del>After 2 months of return back from leave, we don't expect any later change on transaction later.</del></p> <p><del>In this case we can avoid managing special cases like:</del></p> <ul style="list-style-type: none"> <li><del>• Leave extension.</del></li> </ul>

	<ul style="list-style-type: none"> <li><del>Absence for more than 10 sequential days or 20 nonsequential days.</del></li> </ul> <p><del>OR the minute you can make sure that this vacation is freezed and it will be no longer updatable and done already.</del></p> <p>Added in V2.1</p> <ul style="list-style-type: none"> <li>If the leave type is (Study Leave, National Service Leave):</li> </ul> <p>Send All approved leaves <u>where</u> (last update date &lt; today) and leave start date &lt;&gt; null.</p> <p><i>Note: when the leave data is changed like (End date is set) or status is changed to (Closed) for example, then the last update date will change, and the updated leave shall be transmitted again to FAHR.</i></p> <ul style="list-style-type: none"> <li>In case of all other leave type:</li> </ul> <p>Send all approved leaves where last update date &lt; today and end date &lt; today (<u>End date is set</u>).</p> <p><u>In V2.1, we assume that unique leave it is passed, if it is not passed, then leave data will NOT BE CHANGED and new leave will be always added to the system.</u></p>
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"> <li>“C” Create: it is used in case of submitting the <u>new leave(s) only</u>.</li> <li>“U” Update: It is used to submit the fresh list of all leaves for last year (<u>Leave data Sync</u>)</li> <li>“D”: <b>Added in 2.1</b>: it is used to notify the ESB to delete the provided leave based on its unique reference no.</li> </ul> <p><b>Added in V2.1</b></p> <ul style="list-style-type: none"> <li>If leave id is passed, the system will check if leave exists:             <ul style="list-style-type: none"> <li>If yes → update the leave details always, regardless of transaction subtype.</li> <li>If no → create new leave with the provided unique ref number.</li> </ul> </li> </ul>
<b>Notes</b>	
<b>Actors</b>	External Authority

<b>Basic Flow</b>	<ol style="list-style-type: none"> <li>1. EA call this operation submit the leave(s) details for an employee.</li> <li>2. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>3. FAHR ESB does the following:             <ol style="list-style-type: none"> <li>3.1 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the message primary key fields:                 <ul style="list-style-type: none"> <li>➤ Service Code (9)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA's internal system), it can be the leave PK.</li> <li>➤ Transaction Subtype: [C] or [U]</li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of inserting the leave details in EA's system.</li> <li>➤ Event Transaction Date: Actual start date of leave (without hours\minutes).</li> </ul> </li> <li>3.3 Message data type validation (field lengths, mandatory, optional, type).</li> <li>3.4 Message Logging.</li> <li>3.5 Check if an employee was already saved before.</li> <li>3.6 FAHR ESB integration creates\update employee's leave(s) based on the transaction subtype.</li> </ol> </li> </ol>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service             <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields             <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not reflect to the integration system.</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations</li> </ul>

	<ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u> <ul style="list-style-type: none"> <li>❖ Leave transaction Log has been saved successfully with Message Header.</li> <li>❖ Leave transaction details have been saved successfully.</li> <li><del>❖ If Transaction Subtype is "C": The submitted Leave(s) will be ADDED (Amended to the existing set) to the employee leaves.</del></li> <li><del>❖ If Transaction Subtype is "U": All existing leaves records will be cleared (removed), and the new full fresh list will be fully added, and here we are talking about last year leaves.</del></li> </ul> </li> <li>❖ Added in V2.1</li> <li>Based on Leave ID:</li> <li>If leave existed already → Update the leave details</li> <li>If leave not exist → create new leave</li> <li>If Transaction Subtype = "D" → system will delete the leave based on its leave id.</li> <li>• <u>Error conditions</u> <ul style="list-style-type: none"> <li>❖ Leave Log has been saved with Message Header in FAHR Integration system.</li> <li>❖ Response message has been returned to the WS caller with all errors and warnings.</li> <li>❖ Transaction will be accepted or not, depends on the error's severity: <ul style="list-style-type: none"> <li>15. Critical: Leave transaction information will not be reflected into employee profile in FAHR integration system.</li> <li>16. Warning: Leave transaction will be updated with some missing information with warnings.</li> </ul> </li> </ul> </li> </ul>
<b>Business Rules</b>	<ul style="list-style-type: none"> <li>❖ Employee was not existed in the system</li> </ul>

	<ul style="list-style-type: none"><li>- New Error Message will be recorded in FAHR ESB logging system (Employee doesn't exist).</li><li>- Error message will be returned to the caller with (accepted flag = false).</li></ul>
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## 6.1.1.5.10 Employee Awarding Registration

Title	Description
Operation Name	awardingRegistration
Operation Name AR	تسجيل حركة جائزة أو تكريم لموظف حسب نظام المكافآت والحوافز
Service Code	10
What (Brief Description)	Submit awarding details of an employee.
When: Touch Point Integration	As soon as it is approved and saved into EA's system (Last step in its workflow process).
Transaction Subtypes الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• "C" Create: it is used in case of submitting the <u>new awarding only (usually one)</u>.</li> <li>• "U" Update: It is used to submit the fresh list of all awarding for last year (<u>Leave data Sync</u>)</li> </ul>
Notes	
Actors	External Authority
Basic Flow	<ol style="list-style-type: none"> <li>1. EA call this operation submit the awarding details for an employee.</li> <li>2. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>3. FAHR ESB does the following: <ol style="list-style-type: none"> <li>3.1 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the message primary key fields: <ul style="list-style-type: none"> <li>➤ Service Code (10)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA's internal system).</li> <li>➤ Transaction Subtype: [C] or [U]</li> <li>➤ WS request Date: WS call timestamp.</li> </ul> </li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>➤ Transaction Date: date of inserting the award details in EA's system.</li> <li>➤ Event Transaction Date: Awarding date.</li> </ul> <p>3.3 Message data type validation (field lengths, mandatory, optional, type).</p> <p>3.4 Message Logging.</p> <p>3.5 Check if an employee was already saved before.</p> <p>3.6 FAHR ESB integration creates\update employee's awarding details based on the transaction subtype.</p>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not reflect to the integration system.</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul> </li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u></li> <li>❖ Awarding transaction Log has been saved successfully with Message Header.</li> <li>❖ Awarding transaction details have been saved successfully.</li> <li>❖ If Transaction Subtype is "C": The submitted awarding will be <b><u>ADDED (Amended to the existing set)</u></b> to the employee awarding list.</li> <li>❖ If Transaction Subtype is "U": All existing warding list will be cleared (removed), and the new full fresh list will be fully added.</li> </ul>

	<ul style="list-style-type: none"><li>• <u>Error conditions</u></li></ul> <ul style="list-style-type: none"><li>❖ Awarding Log has been saved with Message Header in FAHR Integration system.</li><li>❖ Response message has been returned to the WS caller with all errors and warnings.</li><li>❖ Transaction will be accepted or not, depends on the error's severity:<ul style="list-style-type: none"><li>17. Critical: Awarding transaction information will not be reflected into employee profile in FAHR integration system.</li><li>18. Warning: Awarding transaction will be updated with some missing information with warnings.</li></ul></li></ul>
<b>Business Rules</b>	<ul style="list-style-type: none"><li>❖ Employee was not existed in the system<ul style="list-style-type: none"><li>- New Error Message will be recorded in FAHR ESB logging system (Employee doesn't exist).</li><li>- Error message will be returned to the caller with (accepted flag = false).</li></ul></li></ul>

## 6.1.1.5.11 ComplaintRegistration

Title	Description
Operation Name	complaintRegistration
Operation Name AR	تسجيل حركة مخالفة على موظف وفقاً لنظام المخالفات والتظلمات
Service Code	11
What (Brief Description)	Submit complaint details of an employee.
When: Touch Point Integration	As soon as it is registered in an EA's internal system by the manager of the employee.
Transaction Subtypes الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• "C" Create: it is used in case of submitting the <u>new complaint only (usually one)</u>.</li> <li>• "U" Update: It is used to submit the fresh list of all complaints for last year (<u>Complaint data Sync</u>)</li> </ul>
Notes	
Actors	External Authority
Basic Flow	<ol style="list-style-type: none"> <li>1. EA call this operation submit the complaint details for an employee.</li> <li>2. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>3. FAHR ESB does the following: <ol style="list-style-type: none"> <li>3.1 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the message primary key fields: <ul style="list-style-type: none"> <li>➤ Service Code (11)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA's internal system), you can use the complaint reference number.</li> <li>➤ Transaction Subtype: [C] or [U]</li> <li>➤ WS request Date: WS call timestamp.</li> </ul> </li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>➤ Transaction Date: date of inserting the complaint details in EA's system.</li> <li>➤ Event Transaction Date: same as transaction date.</li> </ul> <p>3.3 Message data type validation (field lengths, mandatory, optional, type).</p> <p>3.4 Message Logging.</p> <p>3.5 Check if an employee was already saved before.</p> <p>3.6 FAHR ESB integration creates\update employee's complaint details based on the transaction subtype.</p>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not reflect to the integration system.</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul> </li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u></li> <li>❖ Complaint transaction Log has been saved successfully with Message Header.</li> <li>❖ Complaint transaction details have been saved successfully.</li> <li>❖ <b>If Transaction Subtype is "C": The submitted complaint will be <u>ADDED (Amended to the existing set)</u> to the employee complaint list.</b></li> </ul>

	<ul style="list-style-type: none"> <li>❖ If Transaction Subtype is “U”: All existing complaint list will be cleared (removed), and the new full fresh list will be fully added.</li> <li>• <u>Error conditions</u></li> <li>❖ Complaint Log has been saved with Message Header in FAHR Integration system.</li> <li>❖ Response message has been returned to the WS caller with all errors and warnings.</li> <li>❖ Transaction will be accepted or not, depends on the error’s severity: <ul style="list-style-type: none"> <li>19. Critical: Complaint transaction information will not be reflected into employee profile in FAHR integration system.</li> <li>20. Warning: Complaint transaction will be updated with some missing information with warnings.</li> </ul> </li> </ul>
<b>Business Rules</b>	<ul style="list-style-type: none"> <li>❖ Employee was not existed in the system <ul style="list-style-type: none"> <li>- New Error Message will be recorded in FAHR ESB logging system (Employee doesn’t exist).</li> <li>- Error message will be returned to the caller with (accepted flag = false).</li> </ul> </li> </ul>

**6.1.1.5.12 Appeal Registration**

It has the same flow as the complaint registration with the following differences

- 1- Service Code: 12
- 2- Operation name AR: تسجيل حركة تظلم موظف على قرار لجنة المخالفات والتظلمات
- 3- في حالة الاستئناف على قرار لجنة التظلمات يتغير فقط حقل تاريخ الاستئناف على قرار التظلم في بيانات التظلم

**6.1.1.5.13 Performance Development Plan Registration**

Title	Description
<b>Operation Name</b>	individualDevelopmentPlanRegistration
<b>Operation Name AR</b>	(I.D.P) خطة التطوير الفردية لموظف
<b>Service Code</b>	16
<b>What (Brief Description)</b>	Submit I.D.P (Individual Development Plan) of an employee. It doesn't require submitting all details of the plan like proposed training courses, just we need to know if an employee has an I.D.P.
<b>When: Touch Point Integration</b>	As soon as it is registered in an EA's internal system and approved.
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• "CU": Create\Update</li> </ul>
<b>Notes</b>	<ul style="list-style-type: none"> <li>• Only one I.D.P must be assigned to an employee in a year.</li> </ul>
<b>Actors</b>	External Authority
<b>Basic Flow</b>	<ol style="list-style-type: none"> <li>1. EA call this operation submit the I.D.P details for an employee.</li> <li>2. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>3. FAHR ESB does the following:               <ol style="list-style-type: none"> <li>3.1 Authentication\Authorization</li> </ol> </li> </ol>

	<p>3.2 Extract the Message and validate the message primary key fields:</p> <ul style="list-style-type: none"> <li>➤ Service Code (11)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA's internal system), you can use the complaint reference number.</li> <li>➤ Transaction Subtype: [CU]</li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of inserting the I.D.P details in EA's system.</li> <li>➤ Event Transaction Date: I.D.P start date.</li> </ul> <p>3.3 Message data type validation (field lengths, mandatory, optional, type).</p> <p>3.4 Message Logging.</p> <p>3.5 Check if an employee was already saved before.</p> <p>3.6 FAHR ESB integration creates\update employee's I.D.P details based on the transaction subtype.</p>
<p><b>Alternative Flows</b></p>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not reflect to the integration system.</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul> </li> </ul>

<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u></li> <li>❖ I.D.P transaction Log has been saved successfully with Message Header.</li> <li>❖ I.D.P transaction details have been saved successfully.</li> <li>❖ I.D.P has been reflected to employee profile.</li> <li>• <u>Error conditions</u></li> <li>❖ I.D.P Log has been saved with Message Header in FAHR Integration system.</li> <li>❖ Response message has been returned to the WS caller with all errors and warnings.</li> <li>❖ Transaction will be accepted or not, depends on the error's severity: <ul style="list-style-type: none"> <li>21. Critical: I.D.P transaction information will not be reflected into employee profile in FAHR integration system.</li> <li>22. Warning: I.D.P transaction will be updated with some missing information with warnings.</li> </ul> </li> </ul>
<b>Business Rules</b>	<ul style="list-style-type: none"> <li>❖ Employee was not existed in the system <ul style="list-style-type: none"> <li>- New Error Message will be recorded in FAHR ESB logging system (Employee doesn't exist).</li> <li>- Error message will be returned to the caller with (accepted flag = false).</li> </ul> </li> </ul>

## 6.1.1.5.14 Performance Evaluation Registration

Title	Description
Operation Name	performanceEvaluationRegistration
Operation Name AR	خطة تطوير الأداء الخاص بموظف
Service Code	18
What (Brief Description)	<p>Submit the performance evaluation of an employee which is usually planned and set by the manager of an employee.</p> <p>Please be informed that <b>each transaction</b> is limited to one year only per employee, it is not allowed to pass multiple plans for multiple years for an employee per transaction.</p>
When: Touch Point Integration	<ul style="list-style-type: none"> <li>- As soon as it is approved and saved into an EA's internal system.</li> <li>- As soon as planning phase has been completed.</li> <li>- As soon as review phase has been completed.</li> <li>- As soon as final phase (evaluation) has been completed.</li> <li>- In general; any modification on the performance evaluation plan should be reflected into FAHR ESB integration system.</li> <li>- You can send it at last when it is freezed and no longer modifiable.</li> </ul>
Transaction Subtypes الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• "CU": Create\Update</li> </ul>
Notes	<ul style="list-style-type: none"> <li>• Only one performance plan must be assigned to an employee in a year at MAX.</li> <li>• Only one performance plan is allowed per year per transaction per employee.</li> </ul>
Actors	External Authority
Basic Flow	<ol style="list-style-type: none"> <li>1. EA call this operation submit the performance evaluation plan (PEP) details for an employee.</li> </ol>

	<ol style="list-style-type: none"> <li>2. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>3. FAHR ESB does the following: <ol style="list-style-type: none"> <li>3.1 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the message primary key fields: <ul style="list-style-type: none"> <li>➤ Service Code (18)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA's internal system), you can use the PEP reference number.</li> <li>➤ Transaction Subtype: [CU]</li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of inserting the PEP details in EA's system.</li> <li>➤ Event Transaction Date: same as transaction date.</li> </ul> </li> <li>3.3 Message data type validation (field lengths, mandatory, optional, type).</li> <li>3.4 Message Logging.</li> <li>3.5 Check if an employee was already saved before.</li> <li>3.6 FAHR ESB integration creates\update employee's PEP details based on the transaction subtype.</li> </ol> </li> </ol>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not reflect to the integration system.</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations</li> </ul>

	<ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u> <ul style="list-style-type: none"> <li>❖ P.E.P transaction Log has been saved successfully with Message Header.</li> <li>❖ P.E.P transaction details have been saved successfully.</li> <li>❖ P.E.P has been reflected to employee profile.</li> </ul> </li> <li>• <u>Error conditions</u> <ul style="list-style-type: none"> <li>❖ P.E.P Log has been saved with Message Header in FAHR Integration system.</li> <li>❖ Response message has been returned to the WS caller with all errors and warnings.</li> <li>❖ Transaction will be accepted or not, depends on the error's severity: <ul style="list-style-type: none"> <li>23. Critical: P.E.P transaction information will not be reflected into employee profile in FAHR integration system.</li> <li>24. Warning: P.E.P transaction will be updated with some missing information with warnings.</li> </ul> </li> </ul> </li> </ul>
<b>Business Rules</b>	<ul style="list-style-type: none"> <li>❖ Employee was not existed in the system <ul style="list-style-type: none"> <li>- New Error Message will be recorded in FAHR ESB logging system (Employee doesn't exist).</li> <li>- Error message will be returned to the caller with (accepted flag = false).</li> </ul> </li> </ul>

## 6.1.1.5.15

## Certificate\Degree Issuance Registration (vocational, professional, educational)

Title	Description
<b>Operation Name</b>	degreeCertificateIssuanceRegistration
<b>Operation Name AR</b>	تسجيل شهادة مهنية أو تخصصية أو علمية لموظف
<b>Service Code</b>	17
<b>What (Brief Description)</b>	Submit new educational degree, vocational degree, or professional certificate(s) for an employee
<b>When: Touch Point Integration</b>	<ul style="list-style-type: none"> <li>- As soon as new educational level has been registered into an EA's system and approved (if there is an approval step in the workflow process).</li> <li>- As soon as new vocational degree has been registered into an EA's system and approved (if there is an approval step in the workflow process).</li> <li>- As soon as an employee has added new professional certificate information to the self-service application, and approved by his manager (if there is an approval step in the workflow process)</li> </ul>
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• "C" Create: it is used in case of submitting the <u>new degree\certificate only</u>.</li> <li>• "U" Update: It is used to submit the fresh list of all certificates\degrees (<u>Certificate\degree data Sync</u>)</li> </ul>
<b>Notes</b>	
<b>Actors</b>	External Authority
<b>Basic Flow</b>	<ol style="list-style-type: none"> <li>1. EA call this operation submit the performance evaluation plan (PEP) details for an employee.</li> <li>2. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>3. FAHR ESB does the following: <ol style="list-style-type: none"> <li>3.1 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the message primary key fields:</li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>➤ Service Code (17)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA's internal system), you can use the PEP reference number.</li> <li>➤ Transaction Subtype: [CU]</li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of inserting the degree\certificate details in EA's system.</li> <li>➤ Event Transaction Date: date if degree\certificate issuance.</li> </ul> <p>3.3 Message data type validation (field lengths, mandatory, optional, type).</p> <p>3.4 Message Logging.</p> <p>3.5 Check if an employee was already saved before.</p> <p>3.6 FAHR ESB integration creates\update employee's degree\certificate details based on the transaction subtype.</p>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not reflect to the integration system.</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul> </li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u></li> </ul>

	<ul style="list-style-type: none"> <li>❖ Degree\Certificate issuance transaction Log has been saved successfully with Message Header.</li> <li>❖ Degree\Certificate issuance transaction details have been saved successfully.</li> <li>❖ Degree\Certificate issuance has been reflected to employee profile. <ul style="list-style-type: none"> <li>• <u>Error conditions</u></li> </ul> </li> <li>❖ Degree\Certificate issuance Log has been saved with Message Header in FAHR Integration system.</li> <li>❖ Response message has been returned to the WS caller with all errors and warnings.</li> <li>❖ Transaction will be accepted or not, depends on the error's severity: <ul style="list-style-type: none"> <li>25. Critical: Degree\Certificate issuance transaction information will not be reflected into employee profile in FAHR integration system.</li> <li>26. Warning: Degree\Certificate issuance transaction will be updated with some missing information with warnings.</li> </ul> </li> </ul>
<b>Business Rules</b>	<ul style="list-style-type: none"> <li>❖ Employee was not existed in the system <ul style="list-style-type: none"> <li>- New Error Message will be recorded in FAHR ESB logging system (Employee doesn't exist).</li> <li>- Error message will be returned to the caller with (accepted flag = false).</li> </ul> </li> </ul>

## 6.1.1.5.16

## Rollback Registration

Title	Description
Operation Name	rollbackEmployeeTransaction
Operation Name AR	تسجيل حركة تراجع عن إحدى الحركات السابقة
Service Code	Depends on the service of the transaction that you are going to rollback Example: Rollback for Promotion Registration → Service Code (6) Rollback for Work Injury Registration → Service Code (8)
What (Brief Description)	Allow an external authority to roll back already submitted employee details to FAHR ESB.
When: Touch Point Integration	When an EA has sent a transaction to FAHR ESB, and from its internal system, the transaction has been cancelled.  For Example: Work Injury Txn has been submitted to FAHR ESB, managers went to the system and cancelled or delete this record, and FAHR ESB needs to be notified.
Transaction Subtypes الإجراءات الفرعية	'C'
Notes	
Actors	External Authority
Basic Flow	
Alternative Flows	
Post conditions	
Business Rules	

## 6.1.1.5.17 Training Course Registration

Title	Description
Operation Name	trainingRegistration
Operation Name AR	تسجيل تفاصيل دورة تدريبية
Service Code	13
What: Brief Description	<ul style="list-style-type: none"> <li>- Submit\Update Training course details with its related classes.</li> </ul>
When: Touch Point Integration	<ul style="list-style-type: none"> <li>- As soon as a training manager\direct manager creates\update a training course or add\modify training class (Confirmed Training).</li> <li>- As soon as a training manager\direct manager cancels a whole training course.</li> </ul>
Transaction Subtypes الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• "CU" Create\update: it is used in case of submitting the <u>new\updating training course</u>.</li> <li>• "CA" Cancel: It is used in case of cancelling training course.</li> </ul>
Notes	<ul style="list-style-type: none"> <li>• This operation is not related to a specific employee and doesn't have any side effect to employee even if the training has been cancelled.</li> <li>• If the training is still planned (Not confirmed), no need to send it.</li> </ul>
Actors	External Authority
Basic Flow	<ol style="list-style-type: none"> <li>1. EA call this operation submit the training course details.</li> <li>2. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>3. FAHR ESB does the following: <ol style="list-style-type: none"> <li>3.1 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the message primary key fields: <ul style="list-style-type: none"> <li>➤ Service Code (13)</li> </ul> </li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA's internal system), you can use the training course reference number.</li> <li>➤ Transaction Subtype: <u>[CU]</u>, or <u>[CA]</u></li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of inserting\updating the training details in EA's system.</li> <li>➤ Event Transaction Date: same as transaction date.</li> </ul> <p>3.3 Message data type validation (field lengths, mandatory, optional, type).</p> <p>3.4 Message Logging.</p> <p>3.5 Check if an employee was already saved before.</p> <p>3.6 FAHR ESB integration creates\update the submitted training details.</p>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> If the transaction subtype is "CA", it means that the caller is cancelling the training <ul style="list-style-type: none"> <li>- If the training course was not existed in FAHR ESB system: the training will be saved.</li> <li>- The status of the training course will be changed from "Confirmed" to "Cancelled"</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not reflect to the integration system.</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u> <ul style="list-style-type: none"> <li>❖ Transaction Subtype is “CU”: <ul style="list-style-type: none"> <li>- Training course along with its related training classes have been saved\updated successfully with Message Header, and with the training course status “Confirmed”</li> </ul> </li> <li>❖ Transaction Subtype is “CA”: <ul style="list-style-type: none"> <li>- Training class status has been changed from “Confirmed” to “Cancelled”.</li> <li>- <u>All employees who were enrolled to attend this training have been withdrawn from this training automatically.</u></li> </ul> </li> </ul> </li> <li>• <u>Error conditions</u> <ul style="list-style-type: none"> <li>❖ Transaction Log has been saved with Message Header in FAHR Integration system.</li> <li>❖ Response message has been returned to the WS caller with all errors and warnings.</li> <li>❖ Transaction will be accepted or not, depends on the error’s severity: <ul style="list-style-type: none"> <li>27. Critical: Transaction information will not be reflected into training details in FAHR integration system.</li> <li>28. Warning: Training details will be saved with warnings.</li> </ul> </li> </ul> </li> </ul>
<b>Business Rules</b>	

## 6.1.1.5.18

## Employee Training Registration

<b>Title</b>	<b>Description</b>
<b>Operation Name</b>	employeeTrainingRegistration

<b>Operation Name AR</b>	تسجيل حركة تدريب لموظف
<b>Service Code</b>	15
<b>What (Brief Description)</b>	<ul style="list-style-type: none"> <li>- This operation is used to:               <ol style="list-style-type: none"> <li>1- Enroll an employee to attend a training class.</li> <li>2- Withdraw an employee from a training class.</li> <li>3- To confirm that an employee has been attended in a training class.</li> </ol> </li> </ul> <p>In general; this operation is used to create a relation between an employee and training class, this relation has a status based on the above scenarios:</p> <ol style="list-style-type: none"> <li>1- Enroll</li> <li>2- Withdraw</li> <li>3- Attended</li> </ol>
<b>When: Touch Point Integration</b>	<ul style="list-style-type: none"> <li>- When a training manager\Direct manager enrolls employee or bulk of employees to attend training.</li> <li>- When a training manager\direct manager withdraw an employee or bulk of employees from a training (Remove employee from that class room)</li> <li>- When an employee evaluates the training after his attendance</li> <li>- When a training manager\direct manager confirms that a training class has been confirmed (attended).</li> </ul>
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• “E” Enroll: It is used when an employee has been enrolled to attend a training class.</li> <li>• “W” withdraws: It is used when an employee was assigned to attend training, but his training manager\direct manager decided later to remove him from the training.</li> <li>• “A” Attended: it is used when an employee confirmed that he has attended using the learning system.</li> </ul> <p><u>OR</u> when an employee evaluates the training using the learning system (if this step is applicable in an EA’s business flow).</p> <p><u>OR</u> When a manager fills the attendees.</p>

<b>Notes</b>	<ul style="list-style-type: none"> <li>• This operation takes one employee, if you have bulk of employees, you must send them one by one (Call this operation N times where N is total number of employee)</li> <li>• If an employee has requested to attend training as part of his I.D.P, no need to use this operation, because the employee is not yet Enrolled, the training is only requested, and this information will be submitted using (<a href="#">individualDevelopmentPlanRegistration</a>) operation.</li> <li>• If an employee was assigned to the training waiting list, no need to send this information, because the employee is not yet enrolled to attend that training.</li> </ul>
<b>Actors</b>	External Authority
<b>Enroll Employee to attend training</b>	
<b>Basic Flow</b>	<ol style="list-style-type: none"> <li>1. EA call this operation to enroll an employee to attend training class.</li> <li>2. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>3. FAHR ESB does the following: <ol style="list-style-type: none"> <li>3.1 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the message primary key fields: <ul style="list-style-type: none"> <li>➤ Service Code (15)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA's internal system), you can the PK of Employee-Training class Table.</li> <li>➤ <u>Transaction Subtype: [E]</u></li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of enrollment.</li> <li>➤ Event Transaction Date: same as transaction date.</li> </ul> </li> <li>3.3 Message data type validation (field lengths, mandatory, optional, type).</li> <li>3.4 Message Logging.</li> <li>3.5 Check if an employee was already saved before.</li> </ol> </li> </ol>

<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> <ul style="list-style-type: none"> <li>- If the training class was not existed in FAHR ESB system: the training class will be saved before enrolling the employee.</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not reflect to the integration system.</li> </ul> </li> <li>❖ <b>A3.3.2</b> if the message has some message structure violations <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul> </li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u></li> <li>❖ The training class has been saved into FAHR ESB integration system.</li> <li>❖ A relation between Employee-Training class has been set as "Enrolled".</li> <li>❖ The employee will be included in the KPI statistics as [Enrolled to attend training مستهدف في التدريب].</li> <li>• <u>Error conditions</u></li> <li>❖ Transaction Log has been saved with Message Header in FAHR Integration system.</li> <li>❖ Response message has been returned to the WS caller with all errors and warnings.</li> <li>❖ Transaction will be accepted or not, depends on the error's severity:</li> <li>29. Critical: Employee-Training status will not be updated.</li> </ul>

	30. Warning: Employee-Training status will be updated, but with warning message.
<b>Business Rules</b>	If an employee has attended the course already, the system will not change the status from “Attended” → “Enrolled” and business rule violation will be returned to the caller with critical severity in order to inform him that the employee has already attended this training, and status can’t be changed from “Attended” to “Enrolled”, the transaction will not be reflected to employee profile.
<b>Withdraw Employee from training class</b>	
<b>Basic Flow</b>	<ol style="list-style-type: none"> <li>1. EA call this operation to enroll an employee to attend training class.</li> <li>2. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>3. FAHR ESB does the following: <ol style="list-style-type: none"> <li>3.1 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the message primary key fields: <ul style="list-style-type: none"> <li>➤ Service Code (15)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA’s internal system), you can the PK of Employee-Training class Table.</li> <li>➤ <u>Transaction Subtype: [W]</u></li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of withdraw.</li> <li>➤ Event Transaction Date: same as transaction date.</li> </ul> </li> <li>3.3 Message data type validation (field lengths, mandatory, optional, type).</li> <li>3.4 Message Logging.</li> <li>3.5 Check if an employee was already saved before.</li> </ol> </li> </ol>
<b>Alternative Flows</b>	❖ <b>A3.1.1</b> if the caller is not authorized to use this service

	<ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> <p>❖ <b>A3.2.1</b></p> <ul style="list-style-type: none"> <li>- If the training class was not existed in FAHR ESB system: the training class will be saved before enrolling the employee.</li> </ul> <p>❖ <b>A3.3.1</b> if the message has null value in any of the primary key fields</p> <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not be reflected to the integration system.</li> </ul> <p>❖ <b>A3.3.2</b> if the message has some message structure violations</p> <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul>
<p><b>Post conditions</b></p>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u></li> </ul> <p>❖ The training class has been saved into FAHR ESB integration system.</p> <p>❖ A relation between Employee-Training class has been set as "Cancelled".</p> <p>❖ The employee will <b>NOT</b> be included in the KPI statistics as [مستهدف في التدريب], also he will not be part of [حصل على تدريب Performed training]</p> <ul style="list-style-type: none"> <li>• <u>Error conditions</u></li> </ul> <p>❖ Transaction Log has been saved with Message Header in FAHR Integration system.</p> <p>❖ Response message has been returned to the WS caller with all errors and warnings.</p> <p>❖ Transaction will be accepted or not, depends on the error's severity:</p> <p>31. Critical: Employee-Training status will not be updated.</p>

	32. Warning: Employee-Training status will be updated, but with warning message.
<b>Business Rules</b>	If an employee has attended the course already, the system will not change the status from “Attended” → “withdrawn” and business rule violation will be returned to the caller with critical severity in order to inform him that the employee has already attended this training, and status can’t be changed from “Attended” to “Withdrawn”, the transaction will not be reflected to employee profile.
<b>Employee has been attended the training class</b>	
<b>Basic Flow</b>	<ol style="list-style-type: none"> <li>1. EA call this operation to confirm that an employee has been attended a training class.</li> <li>2. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>3. FAHR ESB does the following: <ol style="list-style-type: none"> <li>3.1 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the message primary key fields: <ul style="list-style-type: none"> <li>➤ Service Code (15)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA’s internal system), you can the PK of Employee-Training class Table.</li> <li>➤ <u>Transaction Subtype: [A]</u></li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of confirming the attendance.</li> <li>➤ Event Transaction Date: end date of training class.</li> </ul> </li> <li>3.3 Message data type validation (field lengths, mandatory, optional, type).</li> <li>3.4 Message Logging.</li> <li>3.5 Check if an employee was already saved before.</li> </ol> </li> </ol>
<b>Alternative Flows</b>	❖ <b>A3.1.1</b> if the caller is not authorized to use this service

	<ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> <p>❖ <b>A3.2.1</b></p> <ul style="list-style-type: none"> <li>- If the training class was not existed already in FAHR ESB system: the training class will be saved before.</li> </ul> <p>❖ <b>A3.3.1</b> if the message has null value in any of the primary key fields</p> <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not reflect to the integration system.</li> </ul> <p>❖ <b>A3.3.2</b> if the message has some message structure violations</p> <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u></li> </ul> <p>❖ The training class has been saved into FAHR ESB integration system.</p> <p>❖ A relation between Employee-Training class has been changed to “Attended”.</p> <p>❖ The employee will be included in the KPI statistics as [حصل على تدريب Performed training], and this status will NOT be changed (end status)</p> <ul style="list-style-type: none"> <li>• <u>Error conditions</u></li> </ul> <p>❖ Transaction Log has been saved with Message Header in FAHR Integration system.</p> <p>❖ Response message has been returned to the WS caller with all errors and warnings.</p> <p>❖ Transaction will be accepted or not, depends on the error’s severity:</p> <p>33. Critical: Employee-Training status will not be updated.</p>

	34. Warning: Employee-Training status will be updated, but with warning message.
<b>Business Rules</b>	

## 6.1.1.5.19

## Organization Hierarchy ChangeRegistration

Title	Description
<b>Operation Name</b>	submitOrganizationStructure
<b>Operation Name AR</b>	خدمة تعديل الهيكل التنظيمي لجهة اتحادية هذه الحركة غير مرتبطة بموظف كحركة ولكنها تؤثر على الموظف كبيانات (وحدة تنظيمية)
<b>Service Code</b>	19
<b>What (Brief Description)</b>	By using this web service operation; an external authority can reflect any change has been done in the organization, like: <ul style="list-style-type: none"> <li>- Add new Organization Unit</li> <li>- Update an organization unit details (name, location,)</li> <li>- Move an organization Unit.</li> <li>- Close (Delete) an organization Unit.</li> </ul>
<b>When: Touch Point Integration</b>	<ul style="list-style-type: none"> <li>- When an organization unit has been added/updated/deleted, and that action was approved (permanent).</li> </ul>
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• "C": Create new organization unit.</li> <li>• "U": Update an organization Unit details, like: <ul style="list-style-type: none"> <li>○ Name AR/En.</li> <li>○ Type: Unit, Sector, Division.</li> <li>○ Emirate: the location.</li> <li>○ Parent organization Unit (move a unit from sector\Department to another)</li> </ul> </li> <li>• "D": If an organization unit has been deleted, and no longer exist.</li> </ul>

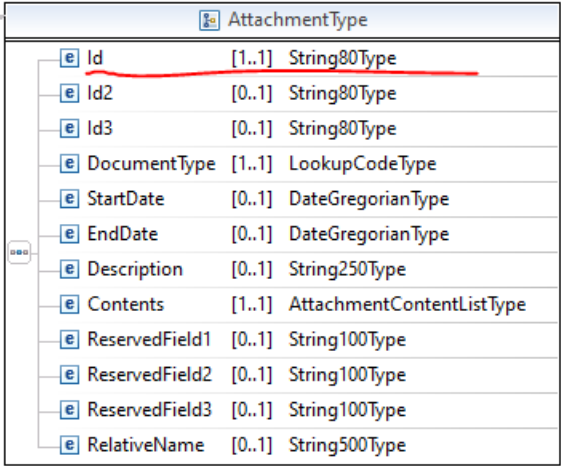
	<p><u>Technically</u>, we depend on a unique number for each organization unit, and based on that, the system will Add, Update, or delete a unit.</p>
<b>Notes</b>	<ul style="list-style-type: none"> <li>Organization Structure that a caller will submit, it will have the organization unit up to the root organization unit.</li> </ul> <p>Example:</p> <p>College of Technological Innovation:</p> <p>The submission data is going to be:</p> <p>College of Technological Innovation (Required Unit) → College and Academic Units (Upper Unit) → University (Root Unit)</p> <ul style="list-style-type: none"> <li>If a caller uses this operation to delete an OU which is not there, the system will add it, and make it inactive.</li> <li><u>Rollback is not supported for this operation.</u></li> <li>Adding employee to an inactive OU will generate a warning only (Organization Unit is inactive)</li> </ul>
<b>Actors</b>	External Authority
<b>Post conditions</b>	<ul style="list-style-type: none"> <li><u>Success Conditions</u></li> </ul> <ul style="list-style-type: none"> <li>❖ “C”: An organization Unit has been successfully created, and the caller can add employees to it.</li> <li>❖ “U”: An Organization Unit details has been modified.</li> <li>❖ “D”: An organization unit has been marked as inactive, any new employee (added later) belongs to inactive organization unit will be reported back to the caller as warning.</li> </ul> <ul style="list-style-type: none"> <li><u>Error conditions</u></li> </ul> <ul style="list-style-type: none"> <li>❖ Transaction Log has been saved with Message Header in FAHR Integration system.</li> <li>❖ Response message has been returned to the WS caller with all errors and warnings.</li> <li>❖ Transaction will be accepted or not, depends on the error’s severity:</li> </ul> <p>35. Critical: Organization Unit will not be updated\created\deleted.</p>

	36. Warning: Organization Unit will not be updated\created\deleted with warning message.
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## 6.1.1.5.20

## Attachment Upload Registration (Added in V3.0)

Title	Description
Operation Name	attachmentUploadRegistration
Operation Name AR	خدمة تحميل المرفقات للموظف
Service Code	65
What (Brief Description)	<p>Any approved document for the employee should be uploaded through this service, the most important attachments that the entity <b>MUST</b> pass is:</p> <ul style="list-style-type: none"> <li>• <u>Emirate ID</u></li> <li>• <u>Contract</u></li> <li>• <u>Qualification Document</u></li> <li>• <u>Passport</u></li> <li>• <u>Birth certificates for the dependents</u></li> <li>• <u>Resume (if available)</u></li> <li>• <u>VISA</u></li> <li>• <u>Cover Letter</u></li> <li>• <u>National Service.</u></li> <li>• <u>Qualification documents</u></li> </ul>
When: Touch Point Integration	<ul style="list-style-type: none"> <li>- Once an employee attaches his updated documents</li> <li>- Contract: Once the employee is hired.</li> </ul>
Transaction Subtypes الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• "C": To create new attachment.</li> <li>• "D" : To delete an attachment (make it inactive)</li> </ul> <p>To delete the attachment, it is based on the following criteria:</p> <ul style="list-style-type: none"> <li>• Transaction refrence number (ESB shall delete the attachment where transaction reference number = the transaction reference number that was received before).</li> </ul>

	<p><b>OR</b></p> <p>Based on the attachment id (attachment id is available in the structure)</p> 
<b>Notes</b>	
<b>Actors</b>	External Authority
<b>Basic Flow</b>	<ol style="list-style-type: none"> <li>4. EA call this operation to submit the attachment(s).</li> <li>5. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>6. FAHR ESB does the following:             <ol style="list-style-type: none"> <li>3.7 Authentication\Authorization</li> <li>3.8 Extract the Message and validate the message primary key fields:                 <ul style="list-style-type: none"> <li>➤ Service Code (65)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA's internal system), you can use the PEP reference number.</li> <li>➤ Transaction Subtype: [CU]</li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of inserting the PEP details in EA's system.</li> <li>➤ Event Transaction Date: same as transaction date.</li> </ul> </li> </ol> </li> </ol>

	<p>3.9 Message data type validation (field lengths, mandatory, optional, type).</p> <p>3.10 Message Logging.</p> <p>3.11 Check if an employee was already saved before.</p> <p>3.12 FAHR ESB integration creates\update employee's PEP details based on the transaction subtype.</p>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not reflect to the integration system.</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul> </li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u> <ul style="list-style-type: none"> <li>❖ P.E.P transaction Log has been saved successfully with Message Header.</li> <li>❖ P.E.P transaction details have been saved successfully.</li> <li>❖ P.E.P has been reflected to employee profile.</li> </ul> </li> <li>• <u>Error conditions</u> <ul style="list-style-type: none"> <li>❖ P.E.P Log has been saved with Message Header in FAHR Integration system.</li> <li>❖ Response message has been returned to the WS caller with all errors and warnings.</li> </ul> </li> </ul>

	<p>❖ Transaction will be accepted or not, depends on the error's severity:</p> <p>37. Critical: P.E.P transaction information will not be reflected into employee profile in FAHR integration system.</p> <p>38. Warning: P.E.P transaction will be updated with some missing information with warnings.</p>
<b>Business Rules</b>	<p>❖ Employee was not existed in the system</p> <ul style="list-style-type: none"> <li>- New Error Message will be recorded in FAHR ESB logging system (Employee doesn't exist).</li> <li>- Error message will be returned to the caller with (accepted flag = false).</li> </ul>

## 6.1.1.5.21

## Volunteer Registration (Added in V3.0)

<b>Title</b>	<b>Description</b>
<b>Operation Name</b>	volunteerRegistration
<b>Operation Name AR</b>	خدمة التطوع للموظفين
<b>Service Code</b>	66
<b>What (Brief Description)</b>	<p>This service shall allow any entity to submit the volunteers for any employee for both types internal, or even external.</p> <p>This is important for FAHR to measure the quantitative metrics like:</p> <ul style="list-style-type: none"> <li>• Unique volunteers, service hours and percent attendance.</li> <li>• Volunteer retention: Retention is key for nonprofits relying on repeat volunteers for work like working with tutoring/mentoring/building relationship.</li> <li>• Volunteer conversion, selection rate and training costs. If your organization works with hundreds of volunteers, then it becomes critical to know how you are acquiring and training these volunteers so that you can keep up with demand</li> </ul>

<b>When:</b> <b>Touch Point Integration</b>	<ul style="list-style-type: none"> <li>- Once the volunteer is approved by the HR manger.</li> <li>- Once the volunteer record is no longer updated.</li> </ul>
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• “CU”: Update if exist , create if not exist.</li> <li>• “C” : Create</li> <li>• “U”: update</li> </ul> <p>The update is based on the transaction reference number only.</p> <p>The system will mark all volunteers as inactive and create the new volunteers in the system again where (transaction reference number for the new transaction = the transaction reference number that was created before).</p>
<b>Notes</b>	
<b>Actors</b>	External Authority
<b>Basic Flow</b>	<ol style="list-style-type: none"> <li>7. EA call this operation to submit the employee’s volunteer.</li> <li>8. FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>9. FAHR ESB does the following:               <ol style="list-style-type: none"> <li>3.13 Authentication\Authorization</li> <li>3.14 Extract the Message and validate the message primary key fields:                   <ul style="list-style-type: none"> <li>➤ Service Code (66)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA’s internal system), you can use the PEP reference number.</li> <li>➤ Transaction Subtype: [CU]</li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of inserting the PEP details in EA’s system.</li> <li>➤ Event Transaction Date: same as transaction date.</li> </ul> </li> <li>3.15 Message data type validation (field lengths, mandatory, optional, type).</li> </ol> </li> </ol>

	<p>3.16 Message Logging.</p> <p>3.17 Check if an employee was already saved before.</p> <p>3.18 FAHR ESB integration creates\update employee's PEP details based on the transaction subtype.</p>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not reflect to the integration system.</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul> </li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u> <ul style="list-style-type: none"> <li>❖ P.E.P transaction Log has been saved successfully with Message Header.</li> <li>❖ P.E.P transaction details have been saved successfully.</li> <li>❖ P.E.P has been reflected to employee profile.</li> </ul> </li> <li>• <u>Error conditions</u> <ul style="list-style-type: none"> <li>❖ P.E.P Log has been saved with Message Header in FAHR Integration system.</li> <li>❖ Response message has been returned to the WS caller with all errors and warnings.</li> <li>❖ Transaction will be accepted or not, depends on the error's severity:</li> </ul> </li> </ul>

	<p>39. Critical: P.E.P transaction information will not be reflected into employee profile in FAHR integration system.</p> <p>40. Warning: P.E.P transaction will be updated with some missing information with warnings.</p>
<b>Business Rules</b>	<p>❖ Employee was not existed in the system</p> <ul style="list-style-type: none"> <li>- New Error Message will be recorded in FAHR ESB logging system (Employee doesn't exist).</li> <li>- Error message will be returned to the caller with (accepted flag = false).</li> </ul>

#### 6.1.1.5.22 Attendance Registration (Added in V3.0)

Title	Description
<b>Operation Name</b>	attendanceRegistration
<b>Operation Name AR</b>	خدمة نظام الحضور والانصراف للموظف
<b>Service Code</b>	67
<b>What (Brief Description)</b>	This service shall be used by any EA to daily submit the attendance records for all employees (Check-in, Checkout), and all related information.
<b>When: Touch Point Integration</b>	<ul style="list-style-type: none"> <li>- After payroll on monthly basis, once entity is confident that there is no changes on the records.</li> </ul>
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• "CU": Update if exist , create if not exist.</li> <li>• "C" : Create</li> <li>• "U": update</li> </ul> <p><b>The update is based on the transaction reference number only.</b></p> <p>The system will mark the attendance records as inactive and create the new attendance records in the system again where (transaction reference number for the new transaction = the transaction reference number that was created before).</p>

<b>Notes</b>	
<b>Actors</b>	External Authority
<b>Basic Flow</b>	<p>10. EA call this operation to submit the employee's attendance.</p> <p>11. FAHR ESB will receive this information by handling the synchronous WS call.</p> <p>12. FAHR ESB does the following:</p> <ul style="list-style-type: none"> <li>3.19 Authentication\Authorization</li> <li>3.20 Extract the Message and validate the message primary key fields: <ul style="list-style-type: none"> <li>➤ Service Code (67)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA's internal system), you can use the PEP reference number.</li> <li>➤ Transaction Subtype: [C]</li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of inserting the PEP details in EA's system.</li> <li>➤ Event Transaction Date: same as transaction date.</li> </ul> </li> <li>3.21 Message data type validation (field lengths, mandatory, optional, type).</li> <li>3.22 Message Logging.</li> <li>3.23 Check if an employee was already saved before.</li> <li>3.24 FAHR ESB integration creates\update employee's PEP details based on the transaction subtype.</li> </ul>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields</li> </ul>

	<ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not reflect to the integration system.</li> </ul> <p>❖ <b>A3.3.1</b> if the message has some message structure violations</p> <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u></li> </ul> <p>❖ P.E.P transaction Log has been saved successfully with Message Header.</p> <p>❖ P.E.P transaction details have been saved successfully.</p> <p>❖ P.E.P has been reflected to employee profile.</p> <ul style="list-style-type: none"> <li>• <u>Error conditions</u></li> </ul> <p>❖ P.E.P Log has been saved with Message Header in FAHR Integration system.</p> <p>❖ Response message has been returned to the WS caller with all errors and warnings.</p> <p>❖ Transaction will be accepted or not, depends on the error's severity:</p> <p>41. Critical: P.E.P transaction information will not be reflected into employee profile in FAHR integration system.</p> <p>42. Warning: P.E.P transaction will be updated with some missing information with warnings.</p>
<b>Business Rules</b>	<p>❖ Employee was not existed in the system</p> <ul style="list-style-type: none"> <li>- New Error Message will be recorded in FAHR ESB logging system (Employee doesn't exist).</li> <li>- Error message will be returned to the caller with (accepted flag = false).</li> </ul>

Title	Description
Operation Name	hiringEfficiencyRegistration
Operation Name AR	خدمة التوظيف الفعال - نظام إدارة الموارد البشرية
Service Code	68
What (Brief Description)	This service shall be used by any EA to submit the hiring efficiency metrics for any <b><u>approved candidate</u></b> according to the approved electronic mechanism (IRecruitment system)
When: Touch Point Integration	<ul style="list-style-type: none"> <li>Any candidate who has applied through the Recruitment system, and his application is approved already for further actions like interview, his information along with the job should be submitted to FAHR.</li> </ul>
Transaction Subtypes الإجراءات الفرعية	<ul style="list-style-type: none"> <li>"CU": Update if exist , create if not exist.</li> <li>"C" : Create</li> <li>"U": update</li> </ul> <p>The update is based on the transaction reference number only.</p> <p>The system will mark the existing hiring efficiency records as inactive and create the new record in the system again where (transaction reference number for the new transaction = the transaction reference number that was created before).</p>
Notes	
Actors	External Authority
Basic Flow	<p>13. EA call this operation to submit the candidate's hiring efficiency according to the approved electronics mechanism.</p> <p>14. FAHR ESB will receive this information by handling the synchronous WS call.</p> <p>15. FAHR ESB does the following:</p> <p style="padding-left: 40px;">3.25 Authentication\Authorization</p> <p style="padding-left: 40px;">3.26 Extract the Message and validate the message primary key fields:</p>

	<ul style="list-style-type: none"> <li>➤ Service Code (68)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA's internal system), you can use the PEP reference number.</li> <li>➤ Transaction Subtype: [C]</li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of inserting the PEP details in EA's system.</li> <li>➤ Event Transaction Date: same as transaction date.</li> </ul> <p>3.27 Message data type validation (field lengths, mandatory, optional, type).</p> <p>3.28 Message Logging.</p> <p>3.29 Check if an employee was already saved before.</p> <p>3.30 FAHR ESB integration creates\update employee's PEP details based on the transaction subtype.</p>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s), and the message will not reflect to the integration system.</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul> </li> </ul>
<b>Post conditions</b>	<ul style="list-style-type: none"> <li>• <u>Success Conditions</u></li> </ul>

	<ul style="list-style-type: none"> <li>❖ P.E.P transaction Log has been saved successfully with Message Header.</li> <li>❖ P.E.P transaction details have been saved successfully.</li> <li>❖ P.E.P has been reflected to employee profile.</li> <li> <ul style="list-style-type: none"> <li>• <u>Error conditions</u></li> </ul> </li> <li>❖ P.E.P Log has been saved with Message Header in FAHR Integration system.</li> <li>❖ Response message has been returned to the WS caller with all errors and warnings.</li> <li>❖ Transaction will be accepted or not, depends on the error's severity: <ul style="list-style-type: none"> <li>43. Critical: P.E.P transaction information will not be reflected into employee profile in FAHR integration system.</li> <li>44. Warning: P.E.P transaction will be updated with some missing information with warnings.</li> </ul> </li> </ul>
<b>Business Rules</b>	<ul style="list-style-type: none"> <li>❖ Employee was not existed in the system <ul style="list-style-type: none"> <li>- New Error Message will be recorded in FAHR ESB logging system (Employee doesn't exist).</li> <li>- Error message will be returned to the caller with (accepted flag = false).</li> </ul> </li> </ul>

## 6.1.1.5.24

## Job Budgeting Registration (Added in V3.0)

Title	Description
<b>Operation Name</b>	jobBudgetingRegistration
<b>Operation Name AR</b>	خدمة الميزانيات العامة - نظام نضج الموارد البشرية
<b>Service Code</b>	69
<b>What (Brief Description)</b>	This operation shall submit the accumulative budget annually.

<b>When (Touch Point Integration)</b>	<ul style="list-style-type: none"> <li>- When the annual\Semi Annual\Quarter budget is approved.</li> <li>- When any approved change occurred during the year.</li> </ul>
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• “CU”: Create\Update</li> <li>• “C”: Create</li> <li>• “D”: Delete (Make it inactive)</li> </ul> <p>The update is based on the following:</p> <ul style="list-style-type: none"> <li>• Transaction Reference number.</li> <li>• <b>Budget year.</b></li> </ul> <p>Yearly, FAHR ESB would expect one transaction from each entity which has all job budgeting items.</p>
<b>Notes</b>	<ul style="list-style-type: none"> <li>• The Unique PK for this service is composite, and consists of the following: <ul style="list-style-type: none"> <li>○ Entity Code.</li> <li>○ Budget Year</li> <li>○ Budget Type (Annual, Semi Annual, Quarter)</li> </ul> </li> </ul> <p>If ESB receive a transaction, it will check first if there is a budget for that entity based on the above fields, if exists, then it will update the budget plan, otherwise; it will create new budget plan for that entity.</p>
<b>Actors</b>	External Authority
<b>Basic Flow 1</b>	<ol style="list-style-type: none"> <li>EA call this operation to submit the budget details.</li> <li>FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>FAHR ESB does the following: <ol style="list-style-type: none"> <li>3.2 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the message primary key fields: <ul style="list-style-type: none"> <li>➤ Service Code (69)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA’s internal system)</li> <li>➤ Transaction Subtype [CU]: only “Create\Update” subtype is available here.</li> </ul> </li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of inserting this transaction in EA's internal system(s).</li> <li>➤ Event Transaction Date: Budget create date.</li> </ul> <p>3.7 Message data type validation (field lengths, mandatory, optional, type).</p> <p>3.8 Message Logging.</p> <p>3.9 FAHR ESB creates (new budget) record.</p>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s).</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul> </li> </ul>

## 6.1.1.5.25

## Job Budget Details Registration (Added in V3.0)

Title	Description
<b>Operation Name</b>	jobBudgetDetailsRegistration
<b>Operation Name AR</b>	خدمة ميزاتيات الوظائف - نظام نضج الموارد البشرية
<b>Service Code</b>	70
<b>What (Brief Description)</b>	This operation shall submit the job budget details.

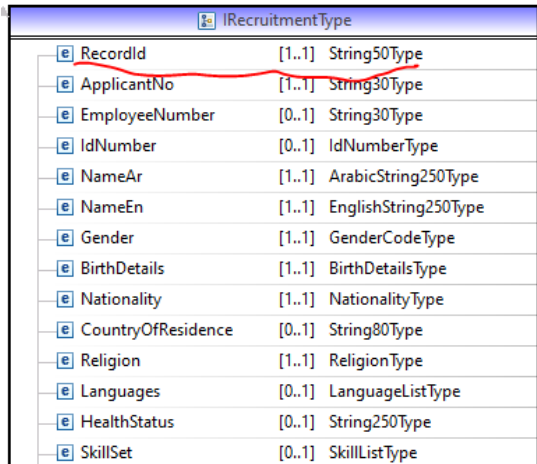
<b>When (Touch Point Integration)</b>	<ul style="list-style-type: none"> <li>- Once the job budget is approved</li> <li>- Once the job is available for Recruitment</li> <li>- Once the job status changed: Vacant, Occupied, Cancelled, Booked</li> </ul>
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• "CU": Create\Update</li> <li>• "U": Update</li> <li>• "D": Delete (Make it inactive)</li> </ul>
<b>Notes</b>	<ul style="list-style-type: none"> <li>• The Unique PK for this service is composite, and consists of the following: <ul style="list-style-type: none"> <li>○ <b>Entity Code.</b></li> <li>○ <b>Budget Year</b></li> <li>○ <b>Job Number (Job Code).</b></li> <li>○ <b>Vacancy code (SHOULD BE THERE): if the job has more than vacancy.</b></li> </ul> </li> </ul> <p>If ESB receive a transaction, it will check first if there is a job budget for that entity based on the above fields, if exists, then it will update the job budget details, otherwise; it will create new job budget under that entity.</p>
<b>Actors</b>	External Authority
<b>Basic Flow 1</b>	<ol style="list-style-type: none"> <li>EA call this operation to submit the job budget details.</li> <li>FAHR ESB will receive this information by handling the synchronous WS call.</li> <li>FAHR ESB does the following: <ol style="list-style-type: none"> <li>3.3 Authentication\Authorization</li> <li>3.2 Extract the Message and validate the message primary key fields: <ul style="list-style-type: none"> <li>➤ Service Code (70)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA's internal system)</li> <li>➤ Transaction Subtype [CU]: only "Create\Update" subtype is available here.</li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of inserting this transaction in EA's internal system(s).</li> </ul> </li> </ol> </li> </ol>

	<p>➤ Event Transaction Date: Budget create date.</p> <p>3.10 Message data type validation (field lengths, mandatory, optional, type).</p> <p>3.11 Message Logging.</p> <p>3.12 FAHR ESB creates (new job budget) record.</p>
<b>Alternative Flows</b>	<p>❖ <b>A3.1.1</b> if the caller is not authorized to use this service</p> <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> <p>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields</p> <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s).</li> </ul> <p>❖ <b>A3.3.1</b> if the message has some message structure violations</p> <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul>

## 6.1.1.5.26

## iRecruitment Candidate Registration (Added in V3.0)

Title	Description
<b>Operation Name</b>	iRecruitmentCandidateRegistration
<b>Operation Name AR</b>	خدمة التوظيف الالكتروني - نظام التوظيف الإلكتروني
<b>Service Code</b>	73
<b>What (Brief Description)</b>	This operation shall submit the approved candidates who apply on a job post on the electronic recruitment system

<b>When (Touch Point Integration)</b>	<ul style="list-style-type: none"><li>- Once the candidate has applied to a job(s), and <u>the application is approved</u> for further actions (Hiring, Interview)</li><li>- Once candidate is hired based on a posted job.</li></ul>																																													
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"><li>• “CU”: Create\Update</li><li>• “C”: Create</li><li>• “U”: same like CU.</li><li>• “D”: Delete (Make it inactive).</li></ul> <p>The update is based on the following:</p> <ul style="list-style-type: none"><li>• Transaction Reference Number</li></ul> <p>OR</p> <ul style="list-style-type: none"><li>• Record Id</li></ul> <p>It is the PK in the source system for that application.</p> <div><table><tr><th colspan="3">IRecruitmentType</th></tr><tr><td>RecordId</td><td>[1..1]</td><td>String50Type</td></tr><tr><td>ApplicantNo</td><td>[1..1]</td><td>String30Type</td></tr><tr><td>EmployeeNumber</td><td>[0..1]</td><td>String30Type</td></tr><tr><td>IdNumber</td><td>[0..1]</td><td>IdNumberType</td></tr><tr><td>NameAr</td><td>[1..1]</td><td>ArabicString250Type</td></tr><tr><td>NameEn</td><td>[1..1]</td><td>EnglishString250Type</td></tr><tr><td>Gender</td><td>[1..1]</td><td>GenderCodeType</td></tr><tr><td>BirthDetails</td><td>[1..1]</td><td>BirthDetailsType</td></tr><tr><td>Nationality</td><td>[1..1]</td><td>NationalityType</td></tr><tr><td>CountryOfResidence</td><td>[0..1]</td><td>String80Type</td></tr><tr><td>Religion</td><td>[1..1]</td><td>ReligionType</td></tr><tr><td>Languages</td><td>[0..1]</td><td>LanguageListType</td></tr><tr><td>HealthStatus</td><td>[0..1]</td><td>String250Type</td></tr><tr><td>SkillSet</td><td>[0..1]</td><td>SkillListType</td></tr></table></div>	IRecruitmentType			RecordId	[1..1]	String50Type	ApplicantNo	[1..1]	String30Type	EmployeeNumber	[0..1]	String30Type	IdNumber	[0..1]	IdNumberType	NameAr	[1..1]	ArabicString250Type	NameEn	[1..1]	EnglishString250Type	Gender	[1..1]	GenderCodeType	BirthDetails	[1..1]	BirthDetailsType	Nationality	[1..1]	NationalityType	CountryOfResidence	[0..1]	String80Type	Religion	[1..1]	ReligionType	Languages	[0..1]	LanguageListType	HealthStatus	[0..1]	String250Type	SkillSet	[0..1]	SkillListType
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NameEn	[1..1]	EnglishString250Type																																												
Gender	[1..1]	GenderCodeType																																												
BirthDetails	[1..1]	BirthDetailsType																																												
Nationality	[1..1]	NationalityType																																												
CountryOfResidence	[0..1]	String80Type																																												
Religion	[1..1]	ReligionType																																												
Languages	[0..1]	LanguageListType																																												
HealthStatus	[0..1]	String250Type																																												
SkillSet	[0..1]	SkillListType																																												
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<b>Actors</b>	External Authority																																													

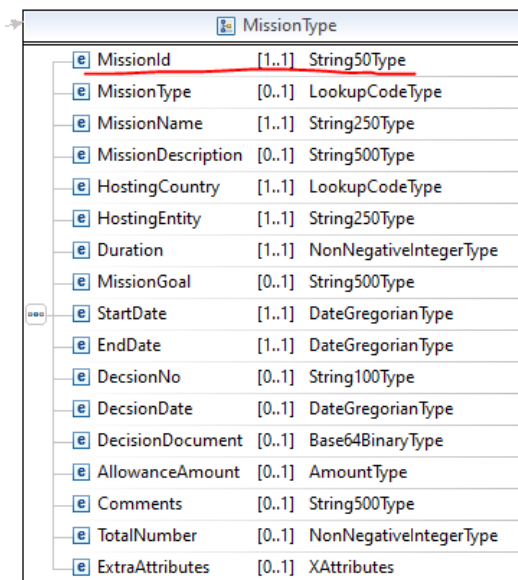
<b>Basic Flow 1</b>	<p>10. EA call this operation to submit candidate application</p> <p>11. FAHR ESB will receive this information by handling the synchronous WS call.</p> <p>12. FAHR ESB does the following:</p> <p>3.4 Authentication\Authorization</p> <p>3.2 Extract the Message and validate the message primary key fields:</p> <ul style="list-style-type: none"> <li>➤ Service Code (73)</li> <li>➤ Site ID (Check the Lookup excel file)</li> <li>➤ Transaction Ref No (PK in EA's internal system)</li> <li>➤ Transaction Subtype [CU]: only "Create\Update" subtype is available here.</li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of inserting this transaction in EA's internal system(s).</li> <li>➤ Event Transaction Date: Budget create date.</li> </ul> <p>3.13 Message data type validation (field lengths, mandatory, optional, type).</p> <p>3.14 Message Logging.</p> <p>3.15 FAHR ESB creates (new job budget) record.</p>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s).</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul> </li> </ul>

Title	Description
Operation Name	workforcePlanningRegistration
Operation Name AR	خدمة تخطيط القوى العاملة - نظام نضج الموارد البشرية
Service Code	74
What (Brief Description)	This operation shall submit the approved work force planning for any EA.
Comment	Not yet implemented, and for future use

## 6.1.1.5.28

## Mission Registration (Added in V3.0)

Title	Description
Operation Name	missionRegistration
Operation Name AR	خدمة تسجيل المهمات الرسمية - نظام إدارة الموارد البشرية
Service Code	83
What (Brief Description)	This operation shall submit the approved and completed missions for any EA.
When (Touch Point Integration)	<ul style="list-style-type: none"> <li>- Ones mission is approved, and <u>completed already, no change is allowed on it.</u></li> </ul>
Transaction Subtypes الإجراءات الفرعية	<ul style="list-style-type: none"> <li>• "CU": Create\Update</li> <li>• "C": Create</li> <li>• "U": same like CU.</li> <li>• "D"</li> </ul>

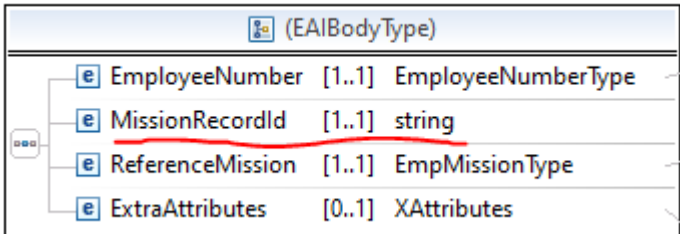
	<p>The update\delete is based on one of the following:</p> <p>Either based on transaction refrence number.</p> <p>Or</p> <p>Mission ID: The PK for the mission in the source system</p> <div></div>
Notes	
Actors	External Authority
Basic Flow 1	<p>13. EA call this operation to submit mission list to FAHR.</p> <p>14. FAHR ESB will receive this information by handling the synchronous WS call.</p> <p>15. FAHR ESB does the following:</p> <p>3.5 Authentication\Authorization</p> <p>3.2 Extract the Message and validate the message primary key fields:</p> <ul style="list-style-type: none"><li>➤ Service Code (83)</li><li>➤ Site ID (Check the Lookup excel file)</li><li>➤ Transaction Ref No (PK in EA’s internal system)</li><li>➤ Transaction Subtype [CU]: only “Create\Update” subtype is available here.</li><li>➤ WS request Date: WS call timestamp.</li></ul>

	<ul style="list-style-type: none"> <li>➤ Transaction Date: date of inserting this transaction in EA's internal system(s).</li> <li>➤ Event Transaction Date: current timestamp.</li> </ul> <p>3.16 Message data type validation (field lengths, mandatory, optional, type).</p> <p>3.17 Message Logging.</p> <p>FAHR ESB creates (new Mission) records.</p>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s).</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul> </li> </ul>

## 6.1.1.5.29

## Employee Mission Registration (Added in V3.0)

Title	Description
<b>Operation Name</b>	employeeMissionRegistration
<b>Operation Name AR</b>	خدمة تسجيل المهمات الرسمية للموظف - نظام إدارة الموارد البشرية
<b>Service Code</b>	84
<b>What (Brief Description)</b>	This operation shall submit the approved missions for any employee.

<b>When (Touch Point Integration)</b>	<ul style="list-style-type: none"><li>- Ones mission is approved, and employee <u>returns back from the mission</u>.</li></ul>
<b>Transaction Subtypes</b> الإجراءات الفرعية	<ul style="list-style-type: none"><li>• “CU”: Create\Update</li><li>• “C”: Create</li><li>• “U”: same like CU.</li><li>• “D”</li></ul> <p>The update\delete is based on one of the following: Either based on transaction refrence number. Or</p> <p>Mission record ID: the PK in the source system which uniquely identify the relation between the employee and mission</p> <div></div>
<b>Notes</b>	
<b>Actors</b>	External Authority
<b>Basic Flow 1</b>	<p>16. EA call this operation to submit employee mission to FAHR.</p> <p>17. FAHR ESB will receive this information by handling the synchronous WS call.</p> <p>18. FAHR ESB does the following:</p> <p>3.6 Authentication\Authorization</p> <p>3.2 Extract the Message and validate the message primary key fields:</p> <ul style="list-style-type: none"><li>➤ Service Code (84)</li><li>➤ Site ID (Check the Lookup excel file)</li><li>➤ Transaction Ref No (PK in EA’s internal system)</li></ul>

	<ul style="list-style-type: none"> <li>➤ Transaction Subtype [CU]: only "Create\Update" subtype is available here.</li> <li>➤ WS request Date: WS call timestamp.</li> <li>➤ Transaction Date: date of inserting this transaction in EA's internal system(s).</li> <li>➤ Event Transaction Date: current timestamp.</li> </ul> <p>3.18 Message data type validation (field lengths, mandatory, optional, type).</p> <p>3.19 Message Logging.</p> <p>3.20 Check if Mission (by ID) has inserted before.</p> <p>3.21 If (No) → Create new Mission</p> <p>3.22 If (yes) → ignore Mission creation</p> <p>3.23 FAHR ESB creates (new Mission for that employee).</p>
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>❖ <b>A3.1.1</b> if the caller is not authorized to use this service <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and returned to the caller (Not authorized, Not authenticated), and the message will not be accepted.</li> </ul> </li> <li>❖ <b>A3.2.1</b> if the message has null value in any of the primary key fields <ul style="list-style-type: none"> <li>- Error with critical severity will be generated by the system and will be returned to the caller with each null field(s).</li> </ul> </li> <li>❖ <b>A3.3.1</b> if the message has some message structure violations <ul style="list-style-type: none"> <li>- FAHR ESB generates response message with all violations as warnings or errors.</li> <li>- Set (Accepted flag) based on the violation criticalness.</li> <li>- Message will be logged in FAHR integration system.</li> </ul> </li> </ul>

## 7.2. System Integration Pattern

submitEmployeeTransaction operation returns a response to the consumer once the service request has been validated. There is no further callback to the consumer once the service request has been accepted.

### 7.3. Web Service Security

In order to secure the Web service calls, we have the following points need to be considered:

- 1- To assure data integrity and to secure the web service communication, you should use the web service call over SSL using port 443 (HTTPS).
- 2- Regarding the WS-Security, Basic Authentication pattern (username, password) is required as minimum-security level, the following snippet explains the WS-Security policy as follows:

```
<wsp:Policy wsu:Id="FAHRIntegrationBasicAuth"
    xmlns:wsu="http://docs.oasis-open.org/wss/2004/01/oasis-200401-wss-wssecurity-utility-1.0.xsd"
    xmlns:wsp="http://schemas.xmlsoap.org/ws/2004/09/policy"
    xmlns:sp="http://docs.oasis-open.org/ws-sx/ws-securitypolicy/200702">
    <wsp:ExactlyOne>
        <wsp:All>
            <sp:SupportingTokens
                xmlns:sp="http://docs.oasis-open.org/ws-sx/ws-securitypolicy/200702">
                <wsp:Policy>
                    <sp:UsernameToken
                        sp:IncludeToken="http://docs.oasis-open.org/ws-sx/ws-securitypolicy/200702/IncludeToken/AlwaysToRecipient">
                        <wsp:Policy>
                            <sp:WssUsernameToken18/>
                        </wsp:Policy>
                    </sp:UsernameToken>
                </wsp:Policy>
            </sp:SupportingTokens>
        </wsp:All>
    </wsp:ExactlyOne>
</wsp:Policy>
```

- 3- To assure point-to-point connectivity only, each EA will communicate with FAHR ESB server by using one IP address only, this configuration should be done on the firewall level.

## 7.4. Web Service Message Encoding

Message encoding is UTF-8, so an EA should use this encoding when they use the web service operations in order to support Arabic.

## 7.5. Web Service Definition Language (WSDL)

The required WSDL for FAHR employee web service is located with all related schemas.



Or you can reach it out by using:

<https://esbdev.fahr.gov.ae/services/FAHREmployeeIntegrationService?WsdI>

## 8 Data schema

We will start from the message request data type and go into details

### Important Notes:

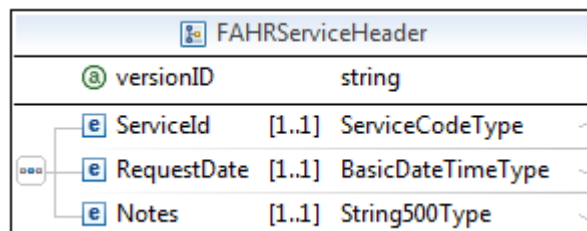
- 1- Timestamp format: we are using ISO-8601 format which is the XSD date time format, for Example: 1980-08-12T15:07:38.687-05:00
  - WS consumer can use a manual format string if necessary if he doesn't want the 'T' in the format as follows: **(yyyy-MM-dd hh:mm:ss.SSS)**
  - If the WS consumer is using generated class from an XSD or Web Service, then he can just assign the DateTime instance directly to the class property.
  - If the WS consumer is writing XML text, then use the above format.
- 2- Date format: we are using [ISO-8601](#) date format, example: 2010-08-12+04:00

### 8.1. Main Data structure Design

Like any programming language, all input messages type for all FAHR ESB web services are inherited from one common type: FAHRServiceHeader

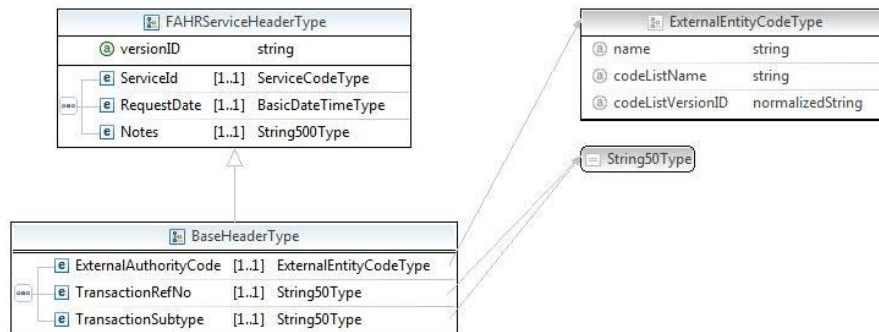
This type represents the parent type for any operation input type.

The UML diagram for this type looks like the following



**Message Request Parent type**

All the input messages type for FAHR Employee web service operations inherits from BaseHeaderType, the UML diagram for BaseHeaderType look like the following:



### BaseHeaderType

#### Notes:

- Any Item with **bold font**: The data type is Complex.
- Any Item with **Background Color**, this is a Lookup List.
- Any Item with Attribute \*, that means the optional\Mandatory is dynamic based on the business service, but here we will mention the default one.  
We will explain the mandatory substructure for each business service later.
- Any Field which has data type (LookupCodeType), it means that is support Auto Mapping feature.

LookupCodeType: Allow an EA to submit its lookup by using:

- Code: The lookup code in an EA's system.
- Arabic Description
- English Description

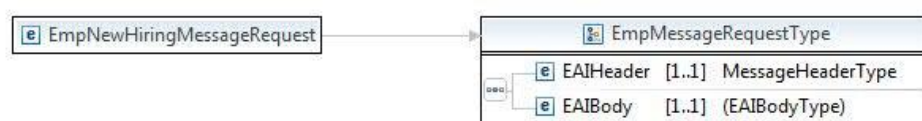
No	Item	Data Type	Attributes	Description
1	<b>FAHRServiceHeader</b>			
1.1	versionID	String	Fixed value attribute	versioning purposes
1.2	ServiceId	Number	Lookup list (Mandatory)	Business service Id, All lookup are listed in FAHR ESB Lookups.xlsx

1. 3	RequestDate	Timestamp	Mandatory	WS call timestamp, used for Logging purposes
1. 4	Notes	String (500)	Optional	General Notes

### 8.1.1. newEmployeeHiringRegistration operation

#### 8.1.1.1. Message Request

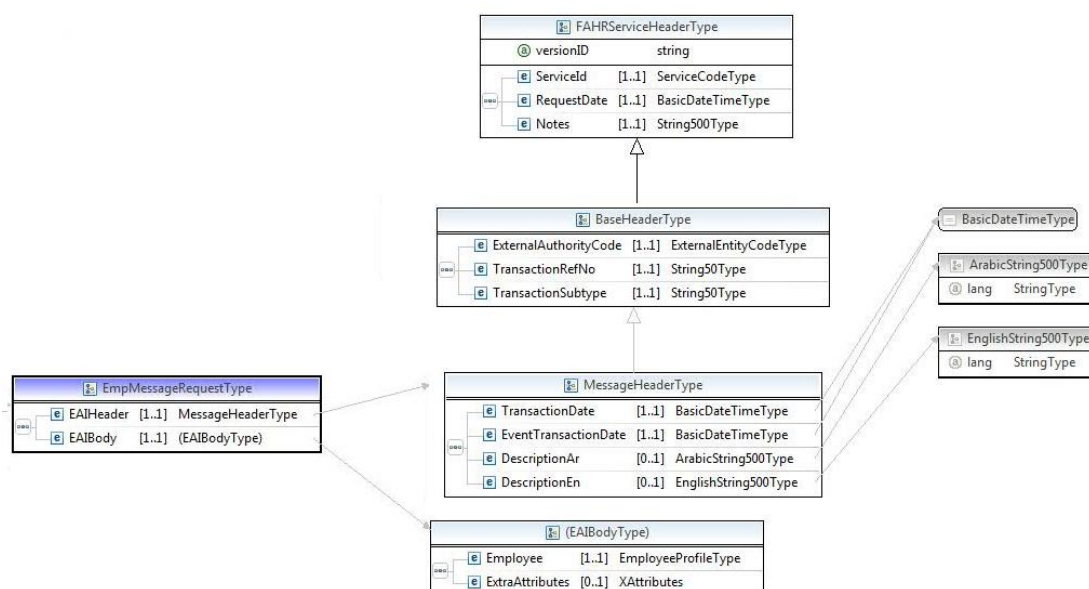
The operation (newEmployeeHiringRegistration) has the following input:



EmpMessageRequestType data type includes the whole employee profile which will be required from an EA to submit as part of the body (EAIBody).

It includes the message header also (Header) which allows the caller to register the Meta data of the message request like the EA ID, Service ID, Call timestamp...

Now; now let's see the data types for each element in EmpMessageRequestType



**8.1.1.1.1. EmpServiceMsgRequestType**

<b>EAIHeader</b>	
• <b>Short Description</b>	EAIHeader
• <b>Full Description</b>	It defines the meta information about the submitted employee transaction details (Business service header),
• <b>Type</b>	MessageHeaderType
• <b>Rule</b>	Mandatory
• <b>Occurrence</b>	1
<b>EAIBody</b>	
• <b>Short Description</b>	EAIBody
• <b>Full Description</b>	Message Body which contains the employee profile
• <b>Type</b>	EAIBody (Inner Type)
• <b>Role</b>	Mandatory
• <b>Occurrence</b>	1

**Important Note:**

- 1- All the enumeration fields (Lookups) have the same structure, all of them extend (int) data type with the enumeration code list, and some meta data like: (name, codeListname, codeListVersionID), and all of the available values are prefilled, the all are using for versioning and interoperability purpose,

We will name the type any enumeration field as (XYZCodes) and we refer to the available values for that field from the appendix of this document.

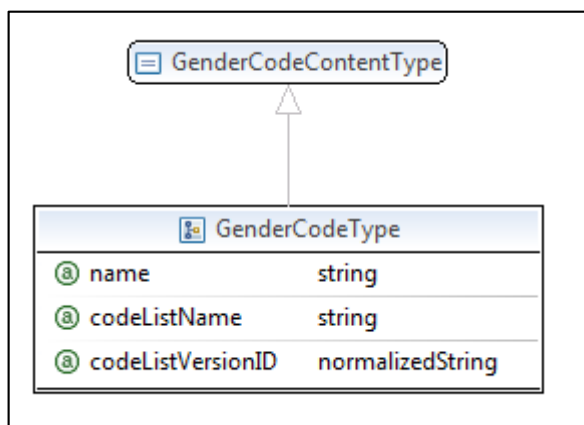
For example:

Gender has enumeration values: (Male, Female), if you check the data type for the gender; you will find:

Name, codeListName, codeListVesionID are common for all enumeration fields and they already have values, in case of Gender:

- name: Gender Codes
- codeListName: GenderCodes

- codeListVersionID: 1.1



- The XML sample to represent the gender code list looks like the following:

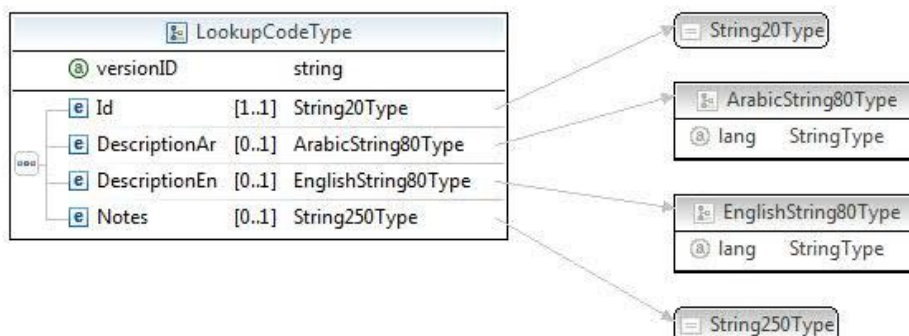
```

<Gender codeListName="GenderCodes" codeListVersionID="1.1"
name="Gender Codes">1</Gender>
  
```

## 2- Some lookups support an **Auto Mapping Technique**

- Initially there will be a uniform lookup list, this list is agreed between all authorities and FAHR, e.g. Leave type lookup values, all external authorities will use the same uniform lookup list.
- Usually; some lookups are changeable, so those lookups can later be changed by adding new values in an EA internal system(s), so if a new lookup has been added in EA's system, that means this lookup is not mapped in FAHR ESB integration system.
- Auto Mapping allows an EA to submit the details of the lookup along with the transaction, the ESB integration system will automatically add this lookup in its DB and use it later.
- Auto Mapping Lookup structure is:
  - Id: Lookup code.
  - Arabic Description

- English Description
- Notes



#### 8.1.1.1.2. HeaderType

The header is common in all the services that are exposed by FAHR ESB to the EA's.

This structure is inherited from BaseHeaderType

No	Item	Data Type	Attributes	Description
1	<b>BaseHeaderType</b>			
1.1	External Authority Code	NUMBER	Mandatory	Lookup List Each EA has unique code to identify, check FAHR ESB Lookups.xlsx
1.2	Transaction Ref No	String (50)	Mandatory	Uniquely identifies the Transaction reference No.  it is like the primary key of the transaction in the EA's internal system.  This field along with Transaction Subtype can uniquely identify the transaction of the person for a particular business service.

1.3	TransactionSubtype	String (50)	Mandatory	<p>Help an EA to distinguish between its internal transactions\systems.</p> <p>Ex.</p> <p>Service: Assignment transaction</p> <p>TransactionRef No: 123.</p> <p><u>TransactionSubtype:</u></p> <ul style="list-style-type: none"> <li>- Internal relocation نقل داخلي</li> <li>- ندب وتسوية</li> <li>- إعارة</li> </ul>
<b>HeaderType::BaseHeaderType</b>				
1.4	TransactionDate	Timestamp	Mandatory	The timestamp when that transaction has been saved into an EA's internal system.
1.5	Event Transaction Date	Timestamp	Mandatory	<p>The actual action date of transaction</p> <p>It is not the same as transaction date, but it can be.</p> <p>Ex.</p> <p>Service: Leave Registration.</p> <p>Transaction Date: The date of requesting the leave (submission date).</p> <p>Event Transaction Date: actual leave start date.</p>

#### 8.1.1.1.3. EmployeeProfileType

Any internal substructure in term of Optional/Mandatory is subject to change dynamically based on each business service, so will mark it as (\*).

The UML class diagram for EmployeeProfileType looks like the following

EmployeeProfileType		
e	EmployeeNumber	[1..1] EmployeeNumberType
e	DirectManagerEmpNo	[1..1] EmployeeNumberType
e	IdNumber	[1..1] IdNumberType
e	UnifiedNumber	[0..1] UdbNumberType
e	Name	[1..1] PersonNameType
e	BirthDetails	[1..1] BirthDetailsType
e	Gender	[1..1] GenderCodeType
e	Religion	[0..1] ReligionType
e	Nationality	[1..1] NationalityType
e	Passport	[0..1] PassportType
e	MaritalStatus	[1..1] MaritalStatusCodeType
1.1	e	FamilySupportStatus [1..1] FamilySupportStatusCodeType
	e	FamilyBook [0..1] FamilyBookType
	e	Disability [0..1] DisabilityCodeType
	e	NationalServiceCompleted [0..1] BooleanType
	e	MainContactInformation [1..1] ContactInformationType
	e	MainAddress [1..1] AddressDetailsType
	e	BasicSalary [1..1] AmountValueType
	e	TotalSalary [0..1] AmountValueType
	e	FamilyRelatives [0..1] RelativesType
	e	Qualification [1..*] EmployeeQualificationType
	e	Certificates [0..*] CertificationType
	e	AssignmentDetails [1..1] EmployeeAssignmentType
	e	MotherName [0..1] StringType
	e	EmployeePhoto [0..1] base64Binary
	e	ResidencyFileDetails [0..1] ResidencyFileType
	e	ApplicantNo [0..1] EmployeeNumberType
	e	Volunteers [0..1] VolunteerListType

No	Item	Data Type & Patterns	Attributes	Description
<b>1</b>	<b>EmployeeProfileType</b>			
1.1	Employee Number	String (30)	Mandatory	Primary Key of an employee overall the external authority
1.2	Direct Manager Emp No.	String (30)	Mandatory	The Primary Key of an employee's manager within an external authority
1.3	ID Number	String (15): Min L: 15 Max L:15 Accepting numbers only	Mandatory	Emirates ID number.
1.4	Unified No.	String (12) Max L: 12 Numbers only	Optional	Unified number, this is MOI unique number.
1.5	<b>Name</b>		Mandatory	Employee name details
1.5.1	<b>Arabic Name</b>		Mandatory	
1.5.1.1	Title	NUMBER	Optional	Lookup code check FAHR ESB Lookups.xlsx
1.5.1.2	First Name Arabic	String (250)	Mandatory	First name in Arabic, Some EAs have full name as one part, so they can put it here fully.
1.5.1.3	Father Name Arabic	String (20)	Optional	Father Name Arabic
1.5.1.4	Middle Name Arabic	String(20)	Optional	Middle Name Arabic
1.5.1.5	Last Name Arabic	String(20)	Optional	Last Name Arabic
1.5.1.6	Family Name Arabic	String (20)	Optional	Family Name Arabic
1.5.1.7	Clan Name Arabic	String (20)	Optional	Clan name for UAE citizens اسم العشيرة
1.5.1.8	Tribe Name Arabic	String (20)	Optional	Tribe name for UAE citizens اسم القبيلة

1.5.1.9	Other name Arabic	Array of String (80)	Optional	Other name parts. It is an array.
<b>1.5.2</b>	<b>English Name</b>		<b>Optional</b>	
1.5.2.1	Title	Number	Optional	Lookup code check FAHR ESB Lookups.xlsx
1.5.2.2	First Name English	String (250)	Mandatory	First name in English, Some EAs have full name as one part, so they can put it here fully.
1.5.2.3	Father Name English	String (20)	Optional	Father Name English
1.5.2.4	Middle Name English	String(20)	Optional	Middle Name English
1.5.2.5	Last Name English	String(20)	Optional	Last Name English
1.5.2.6	Family Name English	String (20)	Optional	Family Name English
1.5.2.7	Clan Name English	String (20)	Optional	Clan name for UAE citizens اسم العشيرة
1.5.2.8	Tribe Name English	String (20)	Optional	Tribe name for UAE citizens اسم القبيلة
1.5.2.9	Other name English	Array of String (80)	Optional	Other name parts. It is an array.
<b>1.6</b>	<b>BirthDetails</b>		<b>Mandatory</b>	
1.6.1	Date Of Birth Gregorian	Date	Mandatory	Gregorian BOD
1.6.2	Birth Place Arabic	String (80)	Optional	Birth Place Arabic
1.6.3	Birth Place English	String (80)	Optional	Birth Place English
<b>1.7</b>	<b>Gender</b>		<b>Mandatory</b>	Employee Gender
1.7.1	Gender Code	Number	Mandatory	Lookup code check FAHR ESB Lookups.xlsx
<b>1.8</b>	<b>Religion</b>		<b>Optional</b>	Employee Religion
1.8.1	Religion Code	Number	Mandatory	Lookup code, check FAHR ESB Lookups.xlsx الديانة
1.8.2	Doctrine Code	Number	Optional	Lookup code, check FAHR ESB Lookups.xlsx المذهب

1.9	Nationality		Mandatory	
1.9.1	Nationality Code	String(3) Min L:3 Max L:3	Mandatory	Lookup code, Standard ISO 3166-1 alpha-3, check FAHR ESB Lookups.xlsx
1.9.2	Emirate	Number	Mandatory	-If an Employee is UAE citizen: It represents the emirate in his family book امارة الجنسية -If an Employee is expat, it represents the emirate in his residency visa. امارة الإقامة -if an employee is GCC, the lookup code for GCC virtual emirate is (98), check FAHR ESB Lookups.xlsx
1.10	Passport		Mandatory	
1.10.1	Passport No.	String	Mandatory	Passport number
1.10.2	Issue Date	Date	Optional	Passport Issue date
1.10.3	Expiry Date	Date	Optional	Passport expiry date
1.10.4	Issue Country	String(100)	Optional	Passport Issue country <b>Country will not be used as lookup here.</b>
1.11	Marital Status		Mandatory	Employee marital status
1.11.1	Marital status Code	Number	Mandatory	Lookup code, check FAHR ESB Lookups.xlsx
1.12	Family Support Status		Mandatory	حالة الإعالة It is important since it is used for some statistics
1.12.1	Family Support Status code	Number	Mandatory	Lookup code, check FAHR ESB Lookups.xlsx يعيل، لا يعيل، غير محدد
1.13	Disability		Optional	Employee Disability
1.13.1	Disability Code	Number	Mandatory	Lookup code, check FAHR ESB lookups.xlsx.
1.14	National Service Completed	Boolean	Optional	In case of UAE Citizen, has he done the national service or not.
1.15	Main Contact Information		Mandatory *	Main contact details بيانات الاتصال

1.15.1	Mobile No.	String(20) Min L:1 Max L:20 <u>Phone</u> <u>Pattern</u>	Mandatory	An employee mobile number
1.15.2	Official Email	String(80) Min L: 1 Max L:80 <u>Email</u> <u>Pattern</u>	Mandatory	It is mandatory because it will be used sometimes by His highness Sheik office in order to send mails to the federal employees, this email will be used
1.15.3	Home Tel No.	String(20) Min L: 1 Max L: 20 Phone Pattern	Optional	
1.15.4	Work tel No	String(20) Min L: 1 Max L: 20 Phone Pattern	Optional	Added in ICD (1.5)
1.15.5	Fax No.	String(20) Min L:1 Max L: 20 Phone Pattern	Optional	
<b>1.16</b>	<b>Address Details</b>		<b>Mandatory *</b>	<b>Address details</b> عنوان السكن
1.16.1	Full Address	String(250)	Mandatory	Employee full Address
1.16.2	Emirate	Number	Mandatory	Address\Emirate إمارة السكن Lookup code
1.16.3	Po.Box	String(20)	Optional	
1.16.4	Postal Zone Code	String(15) Min L: 1 Max L: 15	Optional	

1.17	Basic salary	Number with 2 decimal digits	Mandatory	Employee Basic Salary
1.18	TotalSalary	Number with 2 decimal digits	Optional	Employee total salary
<b>1.19</b>	<b>Family Relatives</b>		<b>Optional</b>	Relatives of an employee المعالين فقط
1.19.1	Total number of relatives	Number	Mandatory	عدد المعالين الاجمالي
<b>1.19.2</b>	<b>Relatives</b>		<b>Optional Array</b>	
1.19.2.1	Nationality	String(3) Min L: 3 Max L:3	Mandatory	Lookup code, Standard ISO 3166-1 alpha-3, check FAHR ESB Lookups.xlsx
1.19.2.2	Gender	Number	Mandatory	Lookup code, check FAHR ESB Lookups.xlsx
1.19.2.3	Full Name AR	String(250)	Mandatory	Relative Full name Ar
1.19.2.4	Full Name En	String (250)	Mandatory	Relative Full Name En
1.19.2.5	Relationship Code	Number	Mandatory	صلة القرابة Lookup code, check FAHR ESB Lookups.xlsx
1.19.2.6	Birth Date	Date	Mandatory	Relative Birth date
1.19.2.7	Marital status	Number	Mandatory	Lookup code, check FAHR ESB Lookups.xlsx
1.19.2.8	Mother Name	String(250)	Optional	Relative Mother name in case of the relative relationship is daughter/child
1.19.2.9	Hired?	Boolean	Optional	Is the relative hired or not? هل المعال يعمل أم لا
1.19.2.10	Has Medical Insurance	Boolean	Optional	Is the relative has medical insurance? هل المعال مشمول بتأمين صحي

1.19.2.11	IdNumber	String (15) Min L: 15 Max L:15 Number only	Optional	Relative Emirates ID
1.19.2.12	End Date Of Relative	Date	Optional	End date of relative في حال أصبح الابن او الابنة غير معال فيجب وضع تاريخ انتهاء الاعالة لأنها تدخل في الامور المالية
1.19.2.13	DisabilityStatus	Lookup	Optional	نوع الإعاقة للمعال <b>Added in V3.0</b>
<b>1.20</b>	<b>Qualification</b>		<b>Mandatory Array (1 → N)</b>	Employee Qualifications
1.20.1	Education Category	Number	Optional	Lookup Code, employee education category. فئة المستوى التعليمي فوق جامعي، جامعي، متوسط، دون الوسط check FAHR ESB Lookups.xlsx
1.20.2	Education Level	Number	Mandatory	Lookup code, employee education level المستوى التعليمي check FAHR ESB Lookups.xlsx
1.20.3	Qualification Level	String(250)	Mandatory	Qualification level description المؤهل العلمي كنص
1.20.4	IssueYear	Int	Optional	سنة الحصول على المؤهل العلمي Issue year for the qualification <b>Added in V3.0</b>
1.20.5	IssuerInstitute	String(500)	Optional	الجهة المانحة للمؤهل العلمي Issue Institute <b>Added in V3.0</b>
<b>1.21</b>	<b>Certificate\Degree</b>		<b>Optional Arrays (0 → N)</b>	Employee certificates\educational degrees\vocational certificates. شهادات الموظف العلمية والمهنية والتخصصية
1.21.1	Name AR	String(250)	Mandatory	Certificate\Degree name Ar
1.21.2	Name En	String(250)	Mandatory	Certificate\Degree name En
1.21.3	Majority	String(100)	Mandatory	مجال الدراسة: علوم سياسية، طب، تقنيات معلومات
1.21.4	Issue Year	Number	Mandatory	Certificate\Degree issue year سنة الحصول على الشهادة

1.21.5	Total Training Hours	Number	Mandatory	Total number of training hours that an employee spent to get this certificate, it is used mainly for vocational certificate If it is not in EA's system, just pass it 0. عدد الساعات التدريبية التي أكملها الموظف في مجال التخصص
1.21.6	Educational Degree?	Boolean	Optional	If it is educational degree, it is passed as true.
1.21.7	Vocational Degree?	Boolean	Optional	If it is vocational degree, it is passed as true شهادة مهنية
1.21.8	Professional Certificate?	Boolean	Optional	If it is proffisional degree, it is passed as true شهادة تخصصية
<b>Note1</b> : Some certificates can be both vocational & professional at the same time, so pass both fields should passed as true,this is important to calculate Proffesional\Vocational KPI.				
<b>Notes2:</b> The above 3 boolean flags are optional, <u>but one of them at least should be passed as true.</u>				
1.21.9	Issuer Country	String(80)	Optional	البلد المانحة للشهادة Free text
1.21.10	Issuer Institute	String(500)	Optional	المعهد أو الجامعة أو الجهة التي أصدرت الشهادة
1.22	Assignment Details		Mandatory Array (1 → N)	تفاصيل المهنة
It will be explained below in details				
1.23	FamilyBook		Optional	Family book details for UAE nationals
1.23.1	BookNumber	String	Mandatory	Family book number
1.23.2	FamilyNumber		Mandatory	Family number
1.23.2.1	CityCode	Number	Optional	Family city code
1.23.2.2	FamilySerial	Number	Optional	Family Serial number
1.23.3	IssueDate	Date	Optional	Family book issue date.
<b>Note: all the remaining structures have been added in V3.0</b>				
1.24	MotherName	String(100)	Optional	The employee's mother name
1.25	EmployeePhoto	Base64	Optional	The employee's personal photo
1.26	ResidencyFileDetails		Optional	The residency file details for the employee
1.26.1	PermitFileNo	String(30)	Mandatory	Residency file number
1.26.2	IssueDate	Date	Mandatory	Residency issue date تاريخ إصدار الإقامة
1.26.3	ExpiryDate	Date	Mandatory	Residency expiry date تاريخ نهاية الإقامة

1.26.4	Emirate	Lookup	Optional	Residency Emirate إمارة الإقامة
1.27	ApplicantNo	String(30)	Optional	The applicant number in the IRecruitment system, this is very important in case of the EA <b>has recruitment system</b> It is used to link with the budgeting system as well as the hiring efficiency module.
1.28	Volunteers Optional List of VolunteerItem			The employee's volunteers

VolunteerListType

VolunteerItem [1..\*]

VolunteerType

VolunteerType

VolunteerDate [1..1]

DateGregorianType

VolunteerType [1..1]

LookupCodeType

VolunteerPlace [0..1]

String500Type

ProgramName [0..1]

String500Type

VolunteerHours [0..1]

IntegerType

VolunteerDays [0..1]

IntegerType

PlanDocument [0..1]

Base64BinaryType

Honored [0..1]

BooleanType

RegisteredNationalVolunteerPlatform [0..1]

BooleanType

Comments [0..1]

String500Type

AdditionalInfo [0..1]

String500Type

1.28.1	VolunteerRecordId	String(50)	Mandatory	PK for the volunteer item
1.28.1	VolunteerDate	Date	Mandatory	تاريخ التطوع Volunteer date
1.28.2	VolunteerType	Lookup	Mandatory	نوع التطوع
1.28.3	VolunteerPlace	String(500)	Mandatory	مكان التطوع
1.28.4	ProgramName	String(500)	Mandatory	اسم برنامج التطوع/ المبادرة التي تم المشاركة فيها
1.28.5	VolunteerHours	Integer	Optional	عدد ساعات التطوع
1.28.6	VolunteerDays	Integer	Optional	عدد أيام التطوع
1.28.7	PlanDocument	Complex	Optional	
1.28.7.1	PlanNumber	String(50)	Optional	رقم خطة التطوع للجهة
1.28.7.2	PlanAttachment	Base64	Mandatory	مرفق خطة التطوع
1.28.8	Honored	Boolean	Optional	هل تم تكريم المتطوع
1.28.9	RegisteredNationalVolunteerPlatform Boolean		Optional	مسجل في المنصة الوطنية للتطوع؟ Yes/No
1.28.10	Comments	String(500)	Optional	ملاحظات
1.28.11	AdditionalInfo	String(500)	Optional	معلومات إضافية

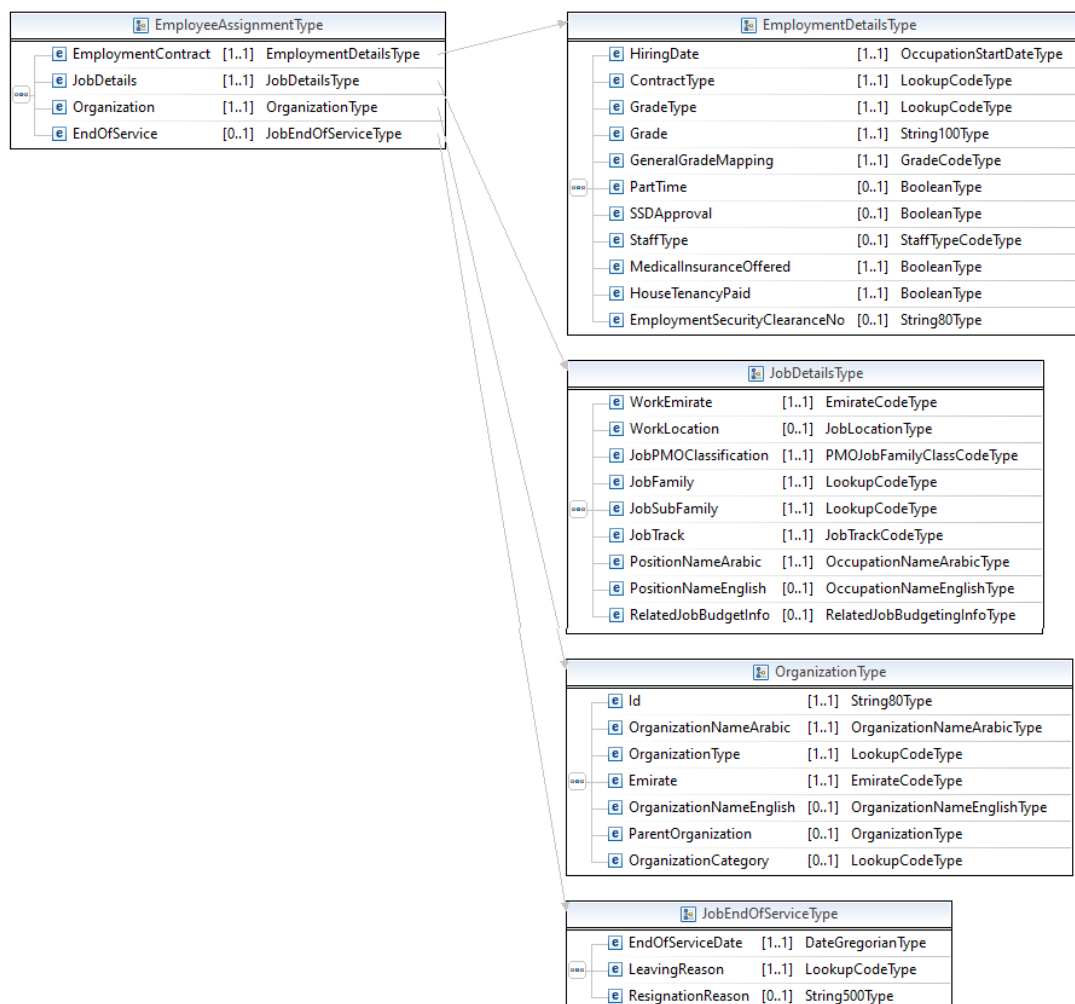
#### 8.1.1.1.4. Employee Assignment Details

This structure contains all information related to the employee's job including:

- Organization structure.

- Employee Position
- Job Family/Class/Track/Grade
- Employment Contract.

Here is the UML diagram for New Employee Assignment type



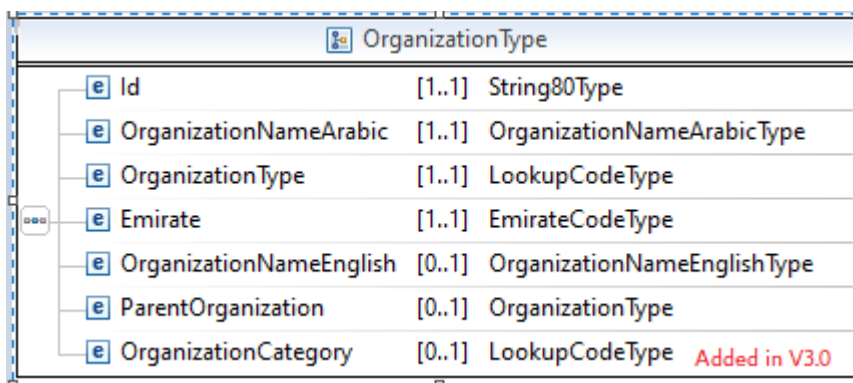
No	Item	Data Type & Patterns	Attributes	Description
1	<b>Employee Assignment Type</b>			معلومات الوظيفية والتوظيف
1.1	<b>Employment Details Type</b>		<b>Mandatory</b>	معلومات التوظيف
1.1.1	Hiring Date	Date	Mandatory	Employee Hiring Date

1.1.2	<b>Contract Type (EA should provide the lookup code + Arabic description + English description)</b>		<b>Mandatory</b>	<b>Employment contract type</b> نوع عقد العمل <b>It support Auto Mapping feature.</b> <b>Check the initial Lookup codes in EmploymentContractTypeCodes.xsd schema file</b>
1.1.2.1	Id	String(20)	Mandatory	Contract Type Lookup Code
1.1.2.2	DescriptionAr	String(80)	Mandatory	Contract Type Arabic description
1.1.2.3	DescriptionEn	String(80)	Mandatory	Contract type English description
1.1.2.4	Notes	String(250)	Optional	Contract Type general notes
1.1.3	<b>Grade Type</b>		<b>Mandatory</b>	<b>نوع الدرجة الوظيفية</b> <b>It support Auto Mapping feature.</b> <b>Check the initial Lookup GradeTypeCodes.xsd schema file</b>
1.1.3.1	Id	String(20)	Mandatory	Grade Type Lookup Code
1.1.3.2	DescriptionAr	String(80)	Mandatory	Grade Type Arabic description, e.g. درجات دبلوماسية
1.1.3.3	DescriptionEn	String(80)	Mandatory	Grade type English description, e.g. General grades
1.1.3.4	Notes	String(250)	Optional	Grade type common notes
1.1.4	Grade	String(100)	Mandatory	Grade in EA's system (as is)
1.1.5	Correspondence General Grade	Number	Mandatory	Specify the grade mapping based on general grades تحديد الدرجة من الكادر العام الموافقة لدرجة الموظف Check General Grade Lookup codes in "FAHR ESB Lookups.xlsx"
1.1.6	Part Time	Boolean	Optional	Part time contract?
1.1.7	SSD Approval	Boolean	Optional	Security Department Approval upon employment?

1.1.8	Staff Type		Optional	<p>Staff type</p> <p>1- Local.</p> <p>2- Federal</p> <p>نوع الكادر: اتحادي ، محلي</p> <p><b>It support Auto Mapping feature.</b></p> <p><b>Check the initial Lookup codes StaffTypeCodes.xsd schema file</b></p>
1.1.8.1	Id	String(20)	Mandatory	Staff Type Lookup Code
1.1.8.2	DescriptionAr	String(80)	Mandatory	Staff Type Arabic description
1.1.8.3	DescriptionEn	String(80)	Mandatory	Staff type English description
1.1.8.4	Notes	String(250)	Optional	Staff type common notes
1.1.9	Medical Insurance Offered?	Boolean	Mandatory	Has Medical Insurance? هل يوجد تأمين صحي أم لا
1.1.10	House Tenancy Paid	Boolean	Mandatory	هل يوجد بدل سكن مدفوع
1.1.11	EmploymentSecurityClearanceNo	String(80)	Optional	<p>رقم الموافقة الالكترونية للإجراء</p> <p><b>Added in V3.0</b></p> <p>This is the security clearance number for the employment.</p> <p>Any <b><u>EA should change its system to augment this field, no employment shall be registered without this field</u></b></p>
1.2	Job Details Type		Mandatory	معلومات الوظيفة
1.2.1	Work Emirate	Number	Mandatory	إمارة العمل There is a statistics for this. Lookup code, check FAHR ESB Lookups.xlsx
1.2.2	Work Location		Optional	مكان العمل
1.2.2.1	Work Location Ar	String(80)	Optional	
1.2.2.2	Work Location En	String (80)	Optional	
1.2.3	Job PMO Classification	Number	Mandatory	Job Family Classification based on PMO classification Lookup value. الفئات الوظيفية حسب تصنيف PMO

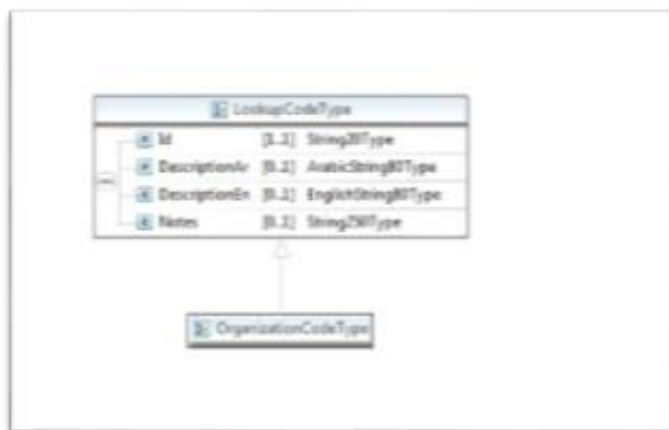
1.2.4	Job Family		Mandatory	العائلات الوظيفية وهي 21 عائلة وظيفية <b>It support Auto Mapping feature.</b>  <b>Check the initial Lookup codes JobFamilyCodes.xsd schema file</b>
1.2.4.1	Id	String(20)	Mandatory	Job Family Type Lookup Code
1.2.4.2	DescriptionAr	String(80)	Mandatory	Job Family Type Arabic description, e.g. التنمية الاجتماعية
1.2.4.3	DescriptionEn	String(80)	Mandatory	type English description, e.g. Human Resources
1.2.4.4	Notes	String(250)	Optional	type common notes
1.2.5	Job Sub family		Mandatory	العائلات الفرعية الوظيفية التابعة للعائلات الوظيفية الرئيسية <b>It support Auto Mapping feature.</b>  <b>Check the initial Lookup codes JobSubfamilyCodes.xsd schema file</b>
1.2.5.1	Id	String(20)	Mandatory	Job Sub family Type Lookup Code
1.2.5.2	DescriptionAr	String(80)	Mandatory	Job Sub family Type Arabic description, e.g. الطب الشرعي
1.2.5.3	DescriptionEn	String(80)	Mandatory	Job Sub family type English description, e.g. Music
1.2.5.4	Notes	String(250)	Optional	type common notes
1.2.6	Job Track	Number	Mandatory	المسارات الوظيفية وهي فقط المسار القيادي المسار الإداري المسار المهني و التخصصي <b>Check Job Track sheet in FAHR ESB Lookup.xlsx</b>
1.2.7	Position Name Ar	String(250)	Mandatory	Employee Position in Arabic المنصب باللغة العربية
1.2.8	Position Name En	String(250)	Optional	Employee Position in English المنصب باللغة الانكليزية
1.2.9	RelatedJobBudgetInfo			البيانات المتعلقة بالميزانية الخاصة بالوظيفة <b>Note: Added in V3.0</b>

<div style="border: 1px solid black; padding: 10px; margin-bottom: 10px;"> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <b>LookupCodeType</b> </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <div style="display: flex; justify-content: space-between;"> <span>versionID</span> <span>string</span> </div> <div style="display: flex; justify-content: space-between;"> <div style="display: flex; align-items: center;"> <span style="border: 1px solid black; padding: 2px;">e</span> <span style="margin: 0 5px;">Id</span> </div> <div style="display: flex; align-items: center;"> <span>[1..1]</span> <span style="margin: 0 5px;">String20Type</span> </div> </div> <div style="display: flex; justify-content: space-between;"> <div style="display: flex; align-items: center;"> <span style="border: 1px solid black; padding: 2px;">e</span> <span style="margin: 0 5px;">DescriptionAr</span> </div> <div style="display: flex; align-items: center;"> <span>[0..1]</span> <span style="margin: 0 5px;">ArabicString80Type</span> </div> </div> <div style="display: flex; justify-content: space-between;"> <div style="display: flex; align-items: center;"> <span style="border: 1px solid black; padding: 2px;">e</span> <span style="margin: 0 5px;">DescriptionEn</span> </div> <div style="display: flex; align-items: center;"> <span>[0..1]</span> <span style="margin: 0 5px;">EnglishString80Type</span> </div> </div> <div style="display: flex; justify-content: space-between;"> <div style="display: flex; align-items: center;"> <span style="border: 1px solid black; padding: 2px;">e</span> <span style="margin: 0 5px;">Notes</span> </div> <div style="display: flex; align-items: center;"> <span>[0..1]</span> <span style="margin: 0 5px;">String250Type</span> </div> </div> </div> </div> <div style="display: flex; align-items: center; margin-top: 10px;"> <div style="border: 1px solid black; padding: 5px; margin-right: 10px;"> <b>RelatedJobBudgetingInfoType</b> </div> <div style="font-size: 24px; margin: 0 10px;">↑</div> </div> <div style="border: 1px solid black; padding: 5px;"> <div style="display: flex; justify-content: space-between;"> <span>version</span> <span>string</span> </div> <div style="display: flex; justify-content: space-between;"> <div style="display: flex; align-items: center;"> <span style="border: 1px solid black; padding: 2px;">e</span> <span style="margin: 0 5px;">VacancyId</span> </div> <div style="display: flex; align-items: center;"> <span>[1..1]</span> <span style="margin: 0 5px;">String80Type</span> </div> </div> </div>
---



1.3.1	Organization Name Ar	String(80)	Mandatory	اسم الوحدة التنظيمية باللغة العربية
1.3.2	Organization Type	Number	Mandatory	Lookup code (Organization Type)

Note: The organization type lookup code support (Auto Mapping lookup) , if an organization has new type , they can pass their lookup code + Arabic and English description, because this structure inherits from LookupCodeType



1.3.3	Emirate	Number	Mandatory	إمارة الوحدة التنظيمية Lookup value
1.3.4	Organization name En	String(80)	Optional	اسم الوحدة التنظيمية بالانكليزي
1.3.5	Parent Organization	Organization	Optional	One level up organization, it is recursive structure, only root organization doesn't have parent

1.3.6	Id	String(80)	Mandatory	This Id is uniquely identifying the organization unit, the ESB is using it to link the assignment with the organization.  Note: Added later in ICD v1.4.2
1.3.7	OrganizationCategory	Lookup	Optional	<b>Added in V3.0</b> <b>Please check the Organization Category Lookups</b>
<b>1.4</b>	<b>End Of Service</b>		<b>Optional</b>	Employee end of service
1.4.1	End Of Service Date	Date	Mandatory	Date of EOS.
<b>1.4.2</b>	<b>Leaving Reason</b>		<b>Mandatory</b>	<b>It support Auto Mapping feature.</b> <b>Check the initial Lookup codes</b> <b>LeavingReasonCodes.xsd schema file</b>
1.4.2.1	Id	String(20)	Mandatory	Leaving Reason Type Lookup Code
1.4.2.2	DescriptionAr	String(80)	Mandatory	Leaving Reason Type Arabic description
1.4.2.3	DescriptionEn	String(80)	Mandatory	Leaving Reason type English description
1.4.2.4	Notes	String(250)	Optional	Leaving Reason type common notes
1.4.3	Resignation Reason	String(500)	Optional	Exist Interview details in case of resignation

#### 8.1.1.2. Message Response (EmpServiceMessageResponse)

The response message which will be replied to the ESB caller is

EmpServiceMessageResponse, the type of this message is MsgResponseType

The MessageResponseType will be returned to the WS caller as WS response for all the operations, all the web service operations returns the same output.

No	Item	Data Type & Patterns	Attributes	Description
1	MsgResponseType			Message Acknowledgement
1.1	Accepted	Boolean	Mandatory	To notify the caller that the FAHR ESB has accepted the data that is submitted using any WS operation. - <u>If this flag is FALSE</u> , it means that the ESB couldn't process the input message, and the input message doesn't respect the service contract. - <u>if this flag is TRUE</u> , it means that the ESB could handle the request message, and it the system could save it.
1.2	Reply Message		Mandatory Array (1→N)	List of reply messages,  These messages represent full report of processing the request message.
It depends on (Accepted) flag, if the flag is TRUE, the reply messages can be: 1- Default message with code (0), which means that the call has been received successfully without any issue. 2- It can have some warning messages, but the system accepted the message anyway. a. Example1: Emirates ID length b. Example2: Unified Number is not numeric... If (Accepted) flag is false, the caller will find some critical messages which cause the request not to be processed.				
1.2.1	Code	Number	Mandatory	Message code, all codes will be list below. Example: Code 1 means (ERROR_CODE_MANDATORY FILED_MISSING)
1.2.2	Description	String(500)	Mandatory	Field name which generate the error. Or description in case of business rule violation Example: - employee.idnumber - invalid idn checksum.
1.2.3	Severity	Number	Mandatory	Lookup value,

				<p>By Default, all messages with error, critical severity will be shown.</p> <p>But for warning, informational messages; they are shown based on the configuration in FAHR ESB.</p>
<p>FAHR ESB supports the following severities:</p> <ol style="list-style-type: none"> <li>1- Debug: for debugging the message, it is used especially in development environment</li> <li>2- Informational: Ex. Transaction has been successfully received.</li> <li>3- Warning: the request messages is accepted but with some warnings, Ex. Invalid IDN checksum.</li> <li>4- Error: The request message is not accepted due to invalid input message in some critical fields. Ex. Missing employee number.</li> <li>5- Critical: The request message cause a critical error in the ESB, and such an error like that needs an immediate action to resolve, Ex. Internal server error</li> </ol>				

List of supporting codes is

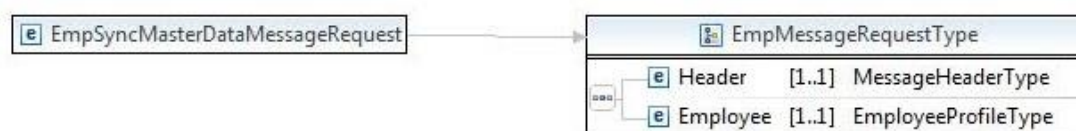
Code	Arabic Description	English Description
0	العملية تمت بنجاح	OPERATION_SUCCESS
1	حقل اجباري يجب ان يحتوي قيمة	ERROR_CODE_MANDATORY_FIELD_MISSING
2	طول الحقل أكبر من الطول المسموح به	ERROR_CODE_MAX_LENGTH_EXCEEDED
3	بنية الحقل خطأ	ERROR_CODE_INCORRECT_FIELD_FORMAT
4	حقل واحد فقط يجب ان يحتوي قيمة	ERROR_CODE_ONE_MUST_BE_FILLED
5	جميع الحقول يجب ان تحتوي قيمة	ERROR_CODE_ALL_MUST_BE_FILLED
6	القيمة لا تنتمي لمجموعة القيم المسموح بها لهذا الحقل	ERROR_CODE_INCORRECT_ENUM_VALUE
7	طول الحقل أصغر من الطول الأصغر المسموح به	ERROR_CODE_MIN_LENGTH_REQUIRED
8	التاريخ أصغر من القيمة المسموح بها	ERROR_MIN_DATE
9	التاريخ أكبر من القيمة المسموح بها	ERROR_MAX_DATE
10	التاريخ لا يقع ضمن المجال المسموح به	ERROR_INVALID_DATE_RANGE
11	قيمة الحقل تقع خارج المجال المسموح به	ERROR_INVALID_RANGE

<b>12</b>	قيمة الحقل يجب ان تحتوي حرف واحد على الأقل	ERROR_BLANK_FIELD
<b>13</b>	قيمة الحقل أكبر من القيمة المسموح بها	ERROR_CODE_MAX_VALUE_EXCEEDED
<b>14</b>	قيمة الحقل أصغر من القيمة المسموح بها	ERROR_CODE_MIN_VALUE_REQUIRED
<b>15</b>	خطأ اثناء التحقق من قاعدة عمل	ERROR_CODE_BUSINESS_RULE_VIOLATED
<b>99</b>	خطأ داخلي في النظام	ERROR_CODE_INTERNAL

### 8.1.2. updateEmployeeMasterDataRegistration

#### 8.1.2.1. Message Request

The operation (updateEmployeeMasterDataRegistration) has the following input:



EmpMessageRequestType is fully described in [newEmployeeHiringRegistration](#)

It has the same message type.

#### 8.1.2.2. Message Response

It is standard for all fields are described [HERE](#)

### 8.1.3. updateEmployeeRelativesRegistration

This operation is used to submit the employee relatives

#### 8.1.3.1. Message Request

No	Item	Data Type	Attributes	Description
<b>1</b>	<b>BaseHeaderType</b>			
1.1	External Authority Code	NUMBER	Mandatory	Lookup List Each EA has unique code to identify, check FAHR ESB Lookups.xlsx

1.2	TransactionRef No	String (50)	Mandatory	Uniquely identifies the Transaction reference No.  It is like the primary key of the transaction in the EA's internal system.  This field along with Transaction Subtype can uniquely identify the transaction of the person for a particular business service.
1.3	TransactionSubtype	String (50)	Mandatory	Help an EA to distinguish between its internal transactions\systems.  Available subtypes: "C" : to add new relative "U": To update all the relatives (fresh list)
<b>MessageHeaderType::BaseHeaderType</b>				
1.4	Transaction Date	Timestamp	Mandatory	The times tamp when that transaction has been saved\update into an EA's internal system.
1.5	Event Transaction Date	Timestamp	Mandatory	Same as transaction date
2	Employee Number	String (30)	Mandatory	Employee number who is required to update\create the relatives  This is used for linking the employee with his relatives
<b>3</b>	<b>Employee Relatives</b>		<b>Mandatory</b>	
3.1	Total No Of Relatives	Number	Mandatory	Total number of family dependent relatives
<b>3.2</b>	<b>Relatives</b>		<b>Mandatory (1→N)</b>	<b>Family relative details</b>
3.2.1	Nationality	String(50)	Mandatory	Relative Nationality
3.2.2	Gender	Number	Mandatory	Relative gender
3.2.3	Full Name Arabic	String(250)	Mandatory	Relative Full name AR

3.2.3	Full Name English	String (250)	Mandatory	Relative Full name en
3.2.4	Relationship	Number	Mandatory	Lookup value, Sun, Daughter... Check Relationships sheet in FAHR Lookup Codes
3.2.5	Marital Status	Number	Mandatory	Lookup value, check Marital status sheet in FAHR lookup codes
3.2.6	<b>Birth Details</b>		<b>Mandatory</b>	Relative Birth details
3.2.6.1	Date of Birth	Date	Mandatory	Relative Birth date
3.2.6.2	Birth place AR	String(80)	Optional	Birth place in Arabic
3.2.6.3	Birth Place En	String(80)	Optional	Birth Place in English
3.2.7	Hired?	Boolean	Optional	Is Relative working? هل المعال يعمل
3.2.8	Has Medical Insurance?	Boolean	Optional	Has Media Insurance هل المعال لديه تأمين صحي؟
3.2.9	ID Number	String (15): Min L: 15 Max L:15 Accepting numbers only	Optional	Emirates ID Number
3.2.10	Mother Name	String(100)	Optional	Relative mother name
3.2.11	End Date of Relative	Date	Optional	If the relative got married or passed away for example, so this date should be specified. تاريخ انتهاء الإعالة
3.2.12	DisabilityStatus	Lookup	Optional	نوع الإعاقة للمعال <b>Added in V3.0</b>

### 8.1.3.2. Message Response

It is standard for all fields are described [HERE](#)

### 8.1.4. newPayrollRegistration

New Payroll for an employee

#### 8.1.4.1. Message Request

No	Item	Data Type	Attributes	Description
1	BaseHeaderType			
1.1	External Authority Code	NUMBER	Mandatory	Lookup List Each EA has unique code to identify, check FAHR ESB Lookups.xlsx
1.2	TransactionRef No	String (50)	Mandatory	Uniquely identifies the Transaction reference No.  It is like the primary key of the transaction in the EA's internal system.  This field along with Transaction Subtype can uniquely identify the transaction of the person for a particular business service.
1.3	TransactionSubtype	String (50)	Mandatory	Help an EA to distinguish between its internal transactions\systems.  Available subtypes: "C"
MessageHeaderType::BaseHeaderType				
1.4	Transaction Date	Timestamp	Mandatory	Date of payroll EA's internal system(s).
1.5	Event Transaction Date	Timestamp	Mandatory	Same as transaction date
2	Employee Number	String (30)	Mandatory	Employee number who is required to update\create the relatives  This is used for linking the employee with his relatives

3	Payroll		Mandatory	Monthly Payroll Details
3.1	Payroll Month	Number Min: 1 (Jan) Max:12 (Dec)	Mandatory	الشهر الخاص بالراتب Example: Payroll for Jan 2015 → Payroll Month = 1 (Jan)
3.2	Payroll Year	Number	Mandatory	Year of month, Example: Payroll for Jan 2015 → Payroll Year = 2015
3.3	Payroll Details		Mandatory (1→N)	Details of Payroll تفاصيل الراتب
3.3.1	Salary Element Name	Mandatory	String(50)	Salary element. Ex. <ul style="list-style-type: none"> <li>• Basic Salary</li> <li>• Transportation Allowance.</li> <li>• Housing Allowance.</li> <li>• Remote Area Allowance</li> </ul>
3.3.2	Element Value	Mandatory	Number with 2 decimal digits	Value of salary element in <b>AED</b> قيمة الجزء المعني من الراتب بالدرهم
3.3.3	Is Recurring?	Mandatory	Boolean	Processing Type of salary element:  Is Recurring = TRUE → recurring every month  Is Recurring = FALSE → one time paid  وهو إما تواتري أو يصرف لمرة واحدة وهو غير تواتري

3.3.4	Classification Type		Mandatory	<b>Lookup value:</b> 1- Earning 2- Deduction 3- Employer charges <b>It support Auto Mapping feature.</b> <b>Check the initial Lookup codes</b> <b>SalaryClassificationCodes.xsd schema file</b>
3.3.4.1	Id	String(20)	Mandatory	Type Lookup Code
3.3.4.2	DescriptionAr	String(80)	Mandatory	Salary Classification Type Arabic description, e.g. <b>اقتطاع</b>
3.3.4.3	DescriptionEn	String(80)	Mandatory	Salary Classification type English description, e.g. Deduction
3.3.4.4	Notes	String(250)	Optional	type common notes

#### 8.1.4.2. Message Response

It is standard for all fields are described [HERE](#)

#### 8.1.5. assignmentTransactionRegistration

Register Assignment Transaction for an employee

##### 8.1.5.1. Message Request

No	Item	Data Type	Attributes	Description
1	Employee Number	String (30)	Mandatory	Employee number who has new assignment transaction.
2	Direct Manager Number	String(30)	Mandatory	The New direct manager number
3	Assignment Transaction		Mandatory	Assignment transaction details

3.1	Transaction Type	Number	Mandatory	Lookup code, check assignment transaction sheet in FAHR lookups.xlsx ندب اعارة نقل داخلي نقل خارجي
3.2	Transaction Date	Date	Mandatory	تاريخ حركة التنقل
3.3	Previous Occupation Grade	String(250)	Optional	
3.4	Previous Occupation Correspondence General Grade	Number	Optional	تحديد الدرجة الوظيفية من الكادر العام التي تقابل الدرجة الوظيفية السابقة Lookup code, check grades in FAHR Lookup codes.xlsx
3.5	Later Occupation Grade	String(250)	Mandatory	The new grade
3.6	Later Occupation Correspondence General Grade	Number	Mandatory	تحديد الدرجة الوظيفية اللاحقة من الكادر العام التي تقابل الدرجة الوظيفية السابقة Lookup code, check grades in FAHR Lookup codes.xlsx
3.7	Previous Organization		Optional	الوحدة التنظيمية السابقة
3.7.1	Id	String(80)	Mandatory	This Id is uniquely identifying the organization unit, the ESB is using it to link the assignment with the organization. Note: Added later in ICD v1.4.2
3.7.2	Organization Name Arabic	String(250)	Mandatory	اسم الوحدة التنظيمية بالعربي
3.7.3	Emirate	Number	Mandatory	امارة الوحدة التنظيمية
3.7.4	Organization Type		Mandatory	It support Auto Mapping feature. Check the initial Lookup codes in Organization type sheet in FAHR Lookup codes.xlsx
3.7.4.1	Id	String(20)	Mandatroy	Organization Type Lookup Code
3.7.4.2	DescriptionAr	String(80)	Mandatroy	Organization Type Arabic description, e.g. قسم
3.7.4.3	DescriptionEn	String(80)	Mandatroy	Organization type English description, e.g. Department
3.7.4.4	Notes	String(250)	Optional	Organization type common notes
3.7.5	Organization Name English	String(250)	Optional	اسم الوحدة التنظيمية بالانكليزية

3.7.6	Parent Organization	Organization Type	Optional	Upper parent Organization within the organizational structure.
<b>3.8</b>	<b>Later Organization</b>		<b>Mandatory</b>	<b>الوحدة التنظيمية اللاحقة</b>
3.9	Previous Position AR	String(250)	Optional	المنصب السابق بالعربي
3.10	Previous Position En	String(250)	Optional	المنصب السابق بالانجليزية It was added in ICD v1.9 document, but it was there in the schema.
3.11	Later Position Ar	String(250)	Mandatory	المنصب اللاحق بالعربي It was added in ICD v1.9 document, but it was there in the schema.
3.12	Later Position En	String(250)	Optional	المنصب اللاحق بالعربي
3.13	Later Occupation Starting Date	Date	Mandatory	تاريخ بداية المنصب اللاحق
3.14	Previous Occupation End Date	Date	Mandatory	تاريخ نهاية المنصب السابق
3.15	Previous Basic Salary	Number with 2 decimal digits	Optional	الراتب الأساسي السابق
3.16	Later Basic Salary	Number with 2 decimal digits	Mandatory	الراتب الأساسي اللاحق
3.17	Reason	String(100)	Optional	سبب التغيير بمعنى سبب التنقل للموظف
3.18	SSDApproval	Boolean	Mandatory	Security Approval taken? هل تم أخذ موافقة / اعتماد
<b>3.19</b>	<b>AssignmentLaterJobClassification</b>	<b>JobDetailsType</b>	<b>Mandatory</b>	<b>Later Job classification</b>
3.19.1	Work Emirate	Number	Mandatory	إمارة العمل There is a statistics for this. Lookup code, check FAHR ESB Lookups.xlsx
<b>3.19.2</b>	<b>Work Location</b>		<b>Optional</b>	<b>مكان العمل</b>
3.19.2.1	Work Location Ar	String(80)	Optional	
3.19.2.2	Work Location En	String (80)	Optional	
3.19.2.3	Job PMO Classification	Number	Mandatory	Job Family Classification based on PMO classification Lookup value. PMO الفئات الوظيفية حسب تصنيف
<b>3.19.3</b>	<b>Job Family</b>	<b>Complex</b>	<b>Mandatory</b>	<b>العائلات الوظيفية وهي 21 عائلة وظيفية</b> <b>It support Auto Mapping feature.</b> <b>Check the initial Lookup codes JobFamilyCodes.xsd schema file</b>

3.19.3.1	Id	String(20)	Mandatroy	Job Family Type Lookup Code
3.19.3.2	DescriptionAr	String(80)	Mandatroy	Job Family Type Arabic description, e.g. التنمية الاجتماعية
3.19.3.3	DescriptionEn	String(80)	Mandatroy	type English description, e.g. Human Resources
3.19.3.4	Notes	String(250)	Optional	type common notes
3.19.4	Job Sub family		Mandatroy	العائلات الفرعية الوظيفية التابعة للعائلات الوظيفية الرئيسية It support Auto Mapping feature. Check the initial Lookup codes JobSubfamilyCodes.xsd schema file
3.19.4.1	Id	String(20)	Mandatroy	Job Sub family Type Lookup Code
3.19.4.2	DescriptionAr	String(80)	Mandatroy	Job Sub family Type Arabic description, e.g. الطب الشرعي
3.19.4.3	DescriptionEn	String(80)	Mandatroy	Job Sub family type English description, e.g. Music
3.19.4.4	Notes	String(250)	Optional	type common notes
3.19.5	Job Track	Number	Mandatory	المسارات الوظيفية وهي فقط المسار القيادي المسار الإداري المهني و التخصصي Check Job Track sheet in FAHR ESB Lookup.xlsx
3.19.6	Position Name Ar	String(250)	Mandatory	Employee Position in Arabic المنصب باللغة العربية
3.19.7	Position Name En	String(250)	Optional	Employee Position in English المنصب باللغة الانكليزية
3.19.8	RelatedJobBudgetInfo			البيانات المتعلقة بالميزانية الخاصة بالوظيفة <b>Note: Added in V3.0</b>
3.19.8.1	Id	String(20)	Mandatory	Job ID رقم الوظيفة Job id in the budgeting system
3.19.8.2	DescriptionAr	String(80)	Mandatory	وصف الوظيفة بالعربي Job description in arabic
3.19.8.3	DescriptionEn	String(80)	Optional	Job description in English وصف الوظيفة باللغة الانكليزية
3.19.8.4	VacancyId	String(80)	Mandatory	رقم الشاغر Vacnacy Code
3.19.9	JobClassification	Lookup	Optional	<b>Added in V3.0</b> تصنيف الوظيفة  Core/Support Please check the lookup sheet
3.19.10	JobType	Lookup	Optional	<b>Added in V3.0</b> نوع الوظيفة Critical or Not Critical Please check the lookup sheet

3.19.11	EmploymentSecurityClearanceNo	String(80)	Optional	<p>رقم الموافقة الإلكترونية للإجراء  <b>Added in V3.0</b>  This is the security clearance number for the employment.  Any <u>EA should change its system to augment this field, no assignment shall be registered without this field</u>  <u>Otherwise, it will considered as new assignment without getting security clearance.</u></p>
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#### 8.1.5.2. Message Response

It is standard for all fields are described [HERE](#)

#### 8.1.6. promotionRegistration

This operation is created for the special assignment transaction (Promotion)

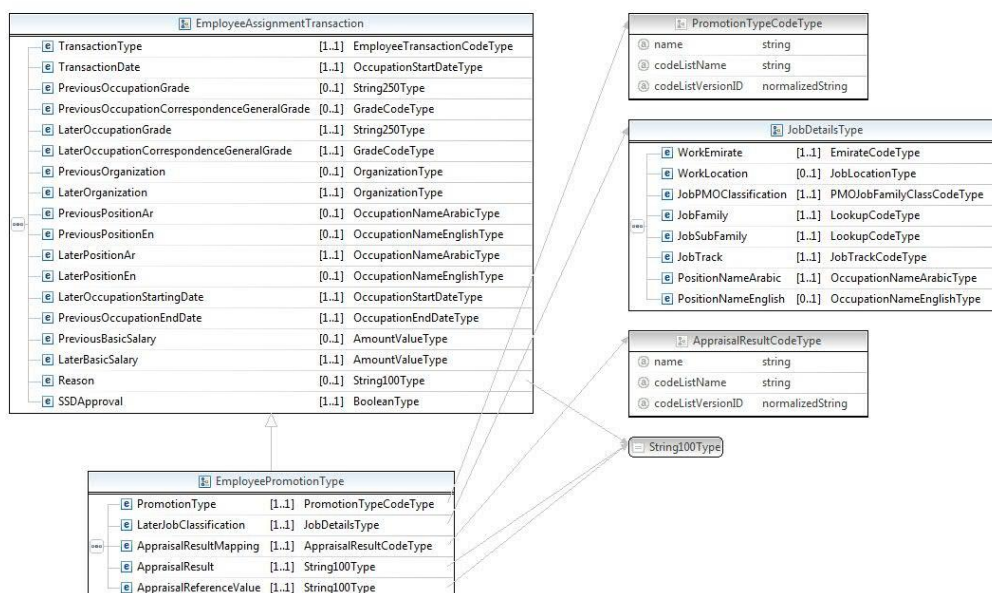
##### 8.1.6.1. Message Request

The Message Input has:

- 1- Header (already explained).
- 2- Employee Number (Who has promotion).
- 3- Direct Manager Number (The new direct manager number, or pass the same direct manager number if the promotion is financial)
- 4- Promotion (EmployeePromotionType)

The promotion type is part of the Assignment type which was explained in [Assignment Transaction Registration](#)

The UML diagram for Promotion type looks like the following:



So the special added fields for the promotion type are:

No	Item	Data Type	Attributes	Description
1	Promotion Type	Number	Mandatory	Promotion Type Lookup. 1- استثنائية 2- درجة وظيفية 3- مالية 4- مالية استثنائية
2	Appraisal Result Mapping	Number	Mandatory	Appraisal Lookup Code. 1- يحتاج لتحسين 2- يلبي التوقعات 3- يفوق التوقعات 4- يفوق التوقعات بشكل ملحوظ
3	Appraisal Result	String(100)	Mandatroy	the actual result for appraisal, e.g. if an EA is using percentage pattern, let's say the evaluation result is 60% → AppriaisalResult = 60.
4	Appraisal Reference Value	String(100)	Mandatroy	AppraisalReferenceValue: The full mark reference value, e.g. 60% → AppraisalReferenceValue = 100

5	Later Job Classification (Added in v1.4)		Mandatory	Later Job classification
5.1	Work Emirate	Number	Mandatory	إمارة العمل There is a statistics for this. Lookup code, check FAHR ESB Lookups.xlsx
5.2	Work Location		Optional	
5.2.1	Work Location Ar	String(80)	Optional	
5.2.2	Work Location En	String (80)	Optional	
5.3	Job PMO Classification	Number	Mandatory	Job Family Classification based on PMO classification Lookup value. الفئات الوظيفية حسب تصنيف PMO
5.4	Job Family	Complex	Mandatory	العائلات الوظيفية وهي 21 عائلة وظيفية It support Auto Mapping feature. Check the initial Lookup codes JobFamilyCodes.xsd schema file
5.4.1	Id	String(20)	Mandatroy	Job Family Type Lookup Code
5.4.2	DescriptionAr	String(80)	Mandatroy	Job Family Type Arabic description, e.g. التنمية الاجتماعية
5.4.3	DescriptionEn	String(80)	Mandatroy	type English description, e.g. Human Resources
5.4.4	Notes	String(250)	Optional	type common notes
5.4.5	Job Sub family		Mandatroy	العائلات الفرعية الوظيفية التابعة للعائلات الوظيفية الرئيسية It support Auto Mapping feature. Check the initial Lookup codes JobSubfamilyCodes.xsd schema file
5.4.5.1	Id	String(20)	Mandatroy	Job Sub family Type Lookup Code
5.4.5.2	DescriptionAr	String(80)	Mandatroy	Job Sub family Type Arabic description, e.g. الطب الشرعي
5.4.5.3	DescriptionEn	String(80)	Mandatroy	Job Sub family type English description, e.g. Music
5.4.5.4	Notes	String(250)	Optional	type common notes
5.4.6	Job Track	Number	Mandatory	المسارات الوظيفية وهي فقط المسار القيادي المسار الإداري المسار المهني والتخصصي Check Job Track sheet in FAHR ESB Lookup.xlsx
5.4.7	Position Name Ar	String(250)	Mandatory	Employee Position in Arabic المنصب باللغة العربية
5.4.8	Position Name En	String(250)	Optional	Employee Position in English المنصب باللغة الانكليزية

5.4.9

RelatedJobBudgetInfo

البيانات المتعلقة بالميزانية الخاصة بالوظيفة

Note: Added in V3.0

LookupCodeType

versionID

string

Id

[1..1]

String20Type

DescriptionAr

[0..1]

ArabicString80Type

DescriptionEn

[0..1]

EnglishString80Type

Notes

[0..1]

String250Type

RelatedJobBudgetingInfoType

version

string

Vacancyld

[1..1]

String80Type

5.4.9.1	Id	String(20)	Mandatory	<div>Job ID</div> <div>رقم الوظيفة</div> <div>Job id in the budgeting system</div>
5.4.9.2	DescriptionAr	String(80)	Mandatory	<div>وصف الوظيفة بالعربي</div> <div>Job description in arabic</div>
5.4.9.3	DescriptionEn	String(80)	Optional	<div>Job description in English</div> <div>وصف الوظيفة باللغة الانكليزية</div>
5.4.9.4	Vacancyld	String(80)	Mandatory	<div>رقم الشاغر</div> <div>Vacnacy Code</div>
5.4.10	JobClassification	Lookup	Optional	<div>Added in V3.0</div> <div>تصنيف الوظيفة</div> <div>Core/Support</div> <div>Please check the lookup sheet</div>
5.4.11	JobType	Lookup	Optional	<div>Added in V3.0</div> <div>نوع الوظيفة</div> <div>Critical or Not Critical</div> <div>Please check the lookup sheet</div>

### 8.1.6.2. Message Response

It is standard for all fields are described [HERE](#)

### 8.1.7. endOfServiceRegistration

This operation is used in order to register the end of service of an employee.

### 8.1.7.1. Message Request

The header is common between all operations.

No	Item	Data Type	Attributes	Description
1	Employee Number	String (30)	Mandatory	Employee number who has end of service
2	End Of Service		Mandatory	End of service details
2.1	End Of Service Date	Date	Mandatory	Date of EOS.
2.2	Leaving Reason	Number	Mandatory	Lookup code, Check (Leaving Reason) sheet in FAHR ESB Lookups.xlsx
2.3	Resignation Reason	String(500)	Optional	Exist Interview details in case of resignation

### 8.1.7.2. Message Response

It is standard for all fields are described HERE

### 8.1.8. workInjuryRegistration

This operation is used in order to register new work injury, or to update the work injury list for an employee.

#### 8.1.8.1. Message Request

The header is common between all operations.

No	Item	Data Type	Attributes	Description
1	Employee Number	String (30)	Mandatory	Employee number who has work injury
2	Work Injury		Mandatory (1→N)	Work injuries for an employee
2.1	Injury Level		Mandatory	مدى الإصابة It support Auto Mapping feature. Check the initial Lookup codes WorkInjuryCodes.xsd schema file
2.1.1	Id	String(20)	Mandatroy	Injury Type Lookup Code
2.1.2	DescriptionAr	String(80)	Mandatroy	Injury Type Arabic description, e.g. خطيرة

2.1.3	DescriptionEn	String(80)	Mandatroy	Injury type English description, e.g. Critical
2.1.4	Notes	String(250)	Optional	Injury type common notes
2.2	InjuryDate	Date	Optional	Date of injury
2.3	Injury Location	String(100)	Optional	Where the injury has been occurred (Address)
2.4	Injury Description	String(250)	Optional	Injury Description موقع الإصابة
2.5	During Work?	Boolean	Optional	Happened during working hours?

### 8.1.8.2. Message Response

It is standard for all fields are described HERE

### 8.1.9. leaveRegistration

This operation is used in order to register new leave(s) or to refresh the list of leaves for an employee for last year.

#### 8.1.9.1. Message Request

The header is common between all operations.

No	Item	Data Type	Attributes	Description
1	Employee Number	String (30)	Mandatory	Employee number who has new leave.
2	Leaves		Mandatory (1→N)	Employee's leave(s)
2.1	Year	Number	Mandatory	Leave year
2.2	Leave Type		Mandatory	It support Auto Mapping feature. Check the initial Lookup codes LeaveCodes.xsd schema file
2.2.1	Id	String(20)	Mandatroy	Leave Type Lookup Code
2.2.2	DescriptionAr	String(80)	Mandatroy	Leave Type Arabic description
2.2.3	DescriptionEn	String(80)	Mandatroy	Leave type English description

2.2.4	Notes	String(250)	Optional	Leave type common notes
2.3	Effective Starting Date	Date	Mandatory	Starting date of leave.
2.4	Effective End Date	Date	Mandatory	Ending date of leave.
2.5	Leave Period	Number	Mandatory	Total days or hours of leave based on an EA's policy.
2.6	Permit Exit?	Boolean	Mandatory	If TRUE → this is hourly basis leave. إذن خروج If FALSE → This is daily basis leave
2.7	Leave Registration Date	Date	Optional	When it is registered in the EA's system (Same as transaction date)
2.8	Has Financial Effect?	Boolean	Optional	هل لها تأثير مالي؟ مثال اقتطاع من راتب
2.9	Warning Applied?	Boolean	Optional	هل يترتب عليها إنذار أم لا؟ في حال الانقطاع عن العمل
2.10	Entity Leave Id	String	Optional	<b>Added in V2.1</b> Unique Reference No for a leave, if this is provided, the system will either update the existing leave, or create new leave.  If the transaction subtype is 'D', the system will inactive the leave, since 'D' means delete leave.
2.11	Leave Status Type	Lookup	Optional	<b>Added in V2.1</b> Leave status type, We need the approved leaves only, but an entity might has additional approved statuses, here you can pass.

### 8.1.9.2. Message Response

It is standard for all fields are described HERE

### 8.1.10. awardingRegistration

This operation is used to register a new award for an employee, or to refresh the award list of last year (even if it is only one).

**8.1.10.1. Message Request**

The header is common between all operations.

No	Item	Data Type	Attributes	Description
1	Employee Number	String (30)	Mandatory	Employee number who has new award.
2	<b>Awards</b>		<b>Mandatory (1→N)</b>	Employee's Award(s)
2.1	Year	Number	Mandatory	Year of the award
2.2	AwardingDate	Date	Mandatory	Date of award
2.3	<b>Awarding Type</b>		<b>Mandatory</b>	<b>Lookup Code</b> حسب نظام المكافآت والحوافز هناك 3 أنواع مكافآت نقدية مكافآت سنوية حوافز ومكافآت أخرى عينية <b>It support Auto Mapping feature.</b>  <b>Check the initial Lookup codes</b> <b>AwardingTypeCodes.xsd schema file</b>
2.3.1	Id	String(20)	Mandatroy	Reward Type Lookup Code
2.3.2	DescriptionAr	String(80)	Mandatroy	Reward Type Arabic description, e.g. مكافآت نقدية
2.3.3	DescriptionEn	String(80)	Mandatroy	Reward type English description, e.g. Annual rewards
2.3.4	Notes	String(250)	Optional	Reward type common notes

2.4	Awarding Category		Mandatory	<b>Lookup Code.</b> حسب نظام المكافآت والحوافز فئة الموظف الاستثنائي فئة الموظف المبدع فئة موظف تساهل فئة الموظف المتميز فئة الموظف المجتمعي فئة الجندي المجهول لموظفي الفئة الخدمية والمعاونة فئة الشركاء الخارجيين <b>It support Auto Mapping feature.</b>  <b>Check the initial Lookup codes</b> <b>AwardingCategoryCodes.xsd schema file</b>
2.4.1	Id	String(20)	Mandatory	CategoryType Lookup Code
2.4.2	DescriptionAr	String(80)	Mandatory	CategoryType Arabic description, e.g. <i>الموظف فئة الاستثنائي</i>
2.4.3	DescriptionEn	String(80)	Mandatory	Categorytype English description
2.4.3	Notes	String(250)	Optional	type common notes
2.5	AwardingAmount	Number	Mandatory	Amount of the award إذا كانت المكافأة عينية كشهادة تقدير أو ما شابه، فتكون القيمة صفر
2.6	Award Reason	String(500)	Optional	Award Reason
2.7	Award Description	String(500)	Optional	Free text description

### 8.1.10.2. Message Response

It is standard for all fields are described HERE

### 8.1.11. complaintRegistration

This operation is used in order to register new complaint(s) for an employee, or to send the fresh list of all complaint for an employee for last year.

#### 8.1.11.1. Message Request

The header is common between all operations.

No	Item	Data Type	Attributes	Description
1	Employee Number	String (30)	Mandatory	Employee number who has fined.
2	<b>Complains</b>		<b>Mandatory (1→N)</b>	Employee's Complains(s)
2.1	Complaint Number	String(50)	Mandatory	Complaint No.
2.2	Type	String(100)	Mandatory	نوع المخالفة مثال: دوام رسمي وثيقة السلوك المهني
2.3	Complaint Date	Date	Mandatory	Date of Complaint (Same as transaction date)
2.4	Date Of Appeal Process	Date	Mandatory	تاريخ إحالة المخالفة للجنة المخالفات والتظلمات

#### 8.1.11.2. Message Response

It is standard for all fields are described HERE

#### 8.1.12. appealRegistration

This operation is used on order to register new Appeal based on a complaint for an employee.

##### 8.1.12.1. Message Request

The header is common between all operations.

No	Item	Data Type	Attributes	Description
1	Employee Number	String (30)	Mandatory	Employee number who has new appeal
2	<b>Appeals</b>		<b>Mandatory (1→N)</b>	Employee's Appeal
2.1	Complaint No.	String(50)	Mandatory	رقم المخالفة التي حصل عليها التظلم
2.2	Appeal Open Date	Date	Mandatory	تاريخ تقديم طلب التظلم
2.3	Appeal Close Date	Date	Mandatory	تاريخ البت بطلب التظلم
2.4	Decision No	String(50)	Mandatory	رقم قرار اللجنة
2.5	Financial Effect?	Boolean	Optional	هل لها تأثير مالي؟

2.6	Appeal Status	Number	Mandatory	Lookup value, Check Appeal Status in FAHR ESB Lookups.xlsx New, Pending Has been updated, Rejected, Cancelled, and Completed.
2.7	Second Appeal Date	Date	Optional	تاريخ استئناف قرار لجنة التظلمات والمخالفات في حالة تم استئناف قرار اللجنة

### 8.1.12.2. Message Response

It is standard for all fields are described HERE

### 8.1.13. individualDevelopmentPlanRegistration

This operation is used in order to register the individual development plan (I.D.P) for an employee.

#### 8.1.13.1. Message Request

The header is common between all operations.

No	Item	Data Type	Attributes	Description
1	Employee Number	String (30)	Mandatory	Employee number who has I.D.P.
2	Individual Development Plan (Proposed training by employee)		Mandatory (1->N)	Employee's IDP
2.1	Year	Number	Mandatory	Year of I.D.P
2.2	Plan Start Date	Date	Mandatory	I.D.P start date
2.3	Plan End Date	Date	Mandatory	I.D.P end date
2.4	Proposed Development	String(500)	Mandatory	Proposed development for an employee التطوير المقترح للموظف مثال: تدريب معين، إعارة،
2.5	Passed?	Boolean	Optional	هل تمت الخطوة أم لا
2.6	Approved?	Boolean	Optional	Was I.D.P approved? <b>Added in V3.0</b>

2.7	CourseNameSource	Lookup	Optional	I.D.P course source lookup - Course Bank - Other <b>Added in V3.0</b>
2.8	IDPSource	Lookup	Optional	I.D.P source - Behavioural Competency - Technical Competence - Objectives <b>Added in V3.0</b>
2.9	Comments	String(500)	Optional	General Comments, an EA can specify if an employee got a certificate based on the training he got. ملاحظات عامة: ممكن أن نضع فيما إذا كان المتدرب قد حصل على شهادة نتيجة حضوره الدورة التدريبية

### 8.1.13.2. Message Response

It is standard for all fields are described HERE

### 8.1.14. degreeCertificateIssuanceRegistration

This operation is used in order to register new Educational Degree, vocational degree, or new professional certificate for an employee, or it used to send the fresh list of all degrees and certificates.

#### 8.1.14.1. Message Request

The header is common between all operations.

No	Item	Data Type	Attributes	Description
1	Employee Number	String (30)	Mandatory	Employee number.
2	Certificate_Degrees		<b>Mandatory (1→N)</b>	Employee's certificates\degrees

2.1	Name AR	String(250)	Mandatory	Certificate\Degree name in Arabic. If you have it in English only, please mention the name as "غير محدد"
2.2	Name En	String(250)	Mandatory	Certificate\Degree name in English. If you have it in Arabic only, please mention the name as "Not specified"
2.3	Majority	String(100)	Mandatory	مجال الدراسة: علوم سياسية، طب، تقنيات معلومات
2.4	Issue Year	Number	Mandatory	Year of getting this certificate\degree سنة الحصول على الشهادة
2.5	Total Training Hours	Number	Mandatory	عدد الساعات التدريبية التي أكملها في مجال التخصص Total number of training hour that the employee has passed in this speciality
2.6	Issuer Country	String(100)	Optional	Issuer country <b>Country will not be used as lookup here</b>
2.7	Issuer Institute	String(500)	Optional	المعهد أو الجامعة التي أصدرت الشهادة
2.8	Educational Degree	Boolean	Optional	If the degree is an educational
2.9	Vocational Degree	Boolean	Optional	If the degree is vocational هل الشهادة مهنية
2.10	Professional Certificate	Boolean	Optional	If the certificate is a professional هل الشهادة تخصصية أم لا
Note: <ul style="list-style-type: none"> <li>Sometimes; the certificate is vocational and professional at the same time, in this case; both (vocational Degree, Professional Degree) flags will be TRUE.</li> <li>At least one flag should be TRUE</li> </ul>				

3	Qualification		Mandatory	It is used if the qualification has been changed on case of the education degree has been changed.  Send the latest qualification always
3.1	Education Category	Number	Optional	Lookup Code, employee education category. فئة المستوى التعليمي فوق جامعي، جامعي، متوسط، دون المتوسط check FAHR ESB Lookups.xlsx
3.2	Education Level	Number	Mandatory	Lookup code, employee education level المستوى التعليمي check FAHR ESB Lookups.xlsx
3.3	Qualification Level	String(250)	Mandatory	Qualification level description المؤهل العلمي كنص
3.4	IssueYear	Int	Optional	سنة الحصول على المؤهل العلمي <b>Added in V3.0</b>
3.5	IssuerInstitute	String(500)	Optional	الجهة المانحة للمؤهل <b>Added in V3.0</b>

#### 8.1.14.2. Message Response

It is standard for all fields are described HERE

#### 8.1.15. performanceEvaluationRegistration

This operation is used in order to allow an EA to submit the performance evaluation plan & result.

##### 8.1.15.1. Message Request

The header is common between all operations.

The performance evaluation plan has three phases:

- 1- Planning Phase.
- 2- Review Phase.
- 3- Final Phase (evaluation)

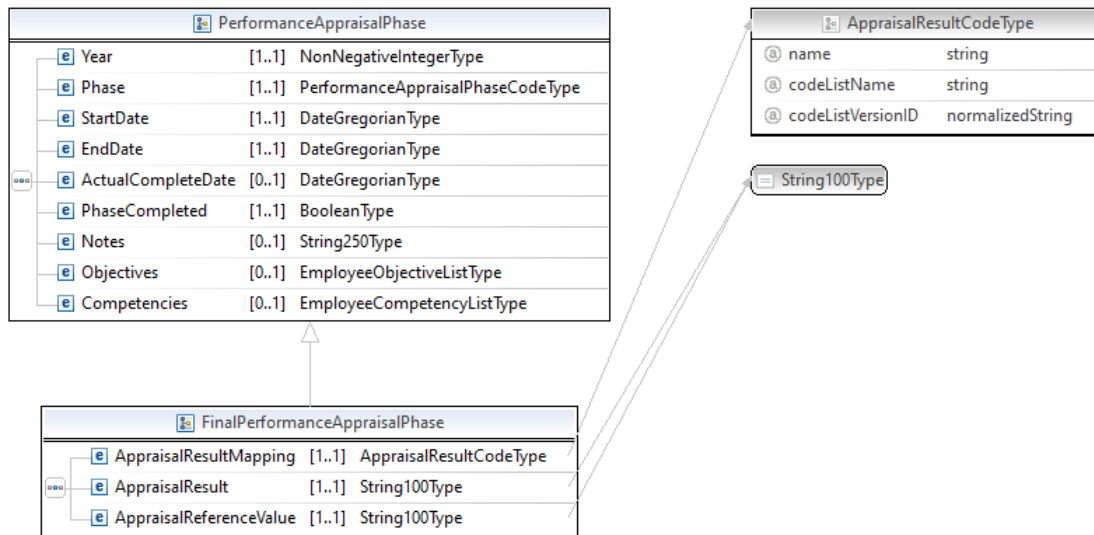
All phases are represented by PerformanceAppraisalPhase type

The final phase is represented by FinalPerformanceAppraisalPhase type, this type inherit PerformanceAppraisalPhase, but in addition to that, it has the appraisal result.

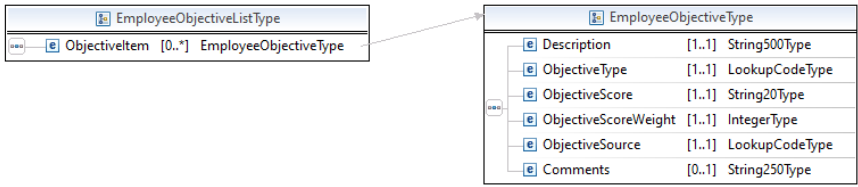
**Note:**

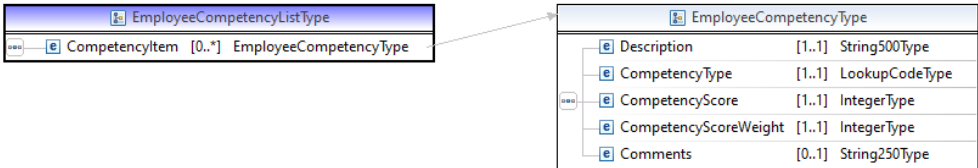
Make sure that you are passing the phases without duplication, the ESB system will return an error if there is a duplication.

The following diagram depicts the performance evaluation model



No	Item	Data Type	Attributes	Description
1	Employee Number	String (30)	Mandatory	Employee number.
2	<b>Phase (PerformanceAppraisalPhase type)</b>		<b>Mandatory (1..3)</b>	The 3 phases of performance evaluation
2.1	Year	Number	Mandatory	Year of performance evaluation
2.2	Phase	Number	Mandatory	Lookup code, 1- Planning مرحلة التخطيط 2- Interim مرحلة المراجعة 3- Final مرحلة تقييم الأداء
2.3	Start Date	Date	Mandatory	Planned Start date of the phase
2.4	End Date	Date	Mandatory	Planned End Date of the phase

2.5	Actual Complete Date	Date	Optional	Actual end date of the phase
2.6	PhaseCompleted	Boolean	Mandatory	Phase has been completed
2.7	Notes	String(250)	Optional	Notes
2.8	Objectives	List ObjectiveItem	Optional	<b>Added in V3.0</b> الأهداف المخطط لها للموظف
				
2.8.1	Description	String(500)	Mandatory	<b>Added in V3.0</b> وصف الهدف
2.8.2	ObjectiveType	Lookup	Mandatory	<b>Added in V3.0</b> Please check the Lookup sheet نوع الهدف
2.8.3	ObjectiveScore	Int	Mandatory	<b>Added in V3.0</b> The score value for that specific objective that the employee got. نقاط الهدف
2.8.4	ObjectiveScoreWeight	Int	Mandatory	<b>Added in V3.0</b> The score weight of that objective reference to 100
2.8.5	ObjectiveSource	Lookup	Mandatory	<b>Added in V3.0</b> مصدر الهدف (مدخل من قبل الموظف، او مأخوذ من بنك الأهداف.....)

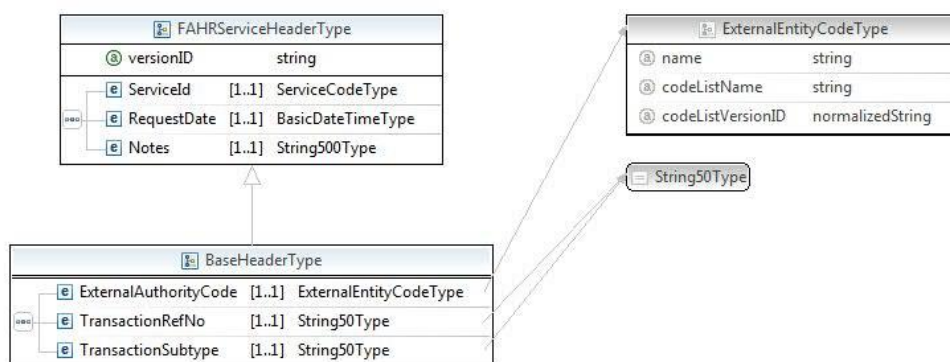
2.8.6	Comments	String(250)	Optional	<b>Added in V3.0</b>  Additional comments for objectives
2.9	<b>Competencies</b>	<b>List of Competency Items</b>		<b>Added in V3.0</b>  المهارات المطلوب تطويرها من الموظف  The competencies that are required from the employee to improve
				
2.9.1	Description	String(500)	Mandatory	<b>Added in V3.0</b>  وصف المهارة
2.9.2	CompetencyType	Lookup	Mandatory	<b>Added in V3.0</b>  Please check the Lookup sheet
2.9.3	CompetencyScore	Int	Mandatory	<b>Added in V3.0</b>  The score value for that specific competency that the employee got.
2.9.4	CompetencyScoreWeight	Int	Mandatory	<b>Added in V3.0</b>  The score weight of that Competency reference to 100
2.9.5	Comments	String(250)	Optional	<b>Added in V3.0</b>  Additional comments for the competency

FinalPerformanceAppraisalPhase (Additional fields)				
2.8	Appraisal Result Mapping	Number	Mandatory	Appraisal Lookup Code. 5- يحتاج لتحسين 6- يلبي التوقعات 7- يفوق التوقعات 8- يفوق التوقعات بشكل ملحوظ
2.9	Appraisal Result	String(100)	Mandatory	the actual result for appraisal, e.g. if an EA is using percentage pattern, let's say the evaluation result is 60% → AppraisalResult = 60.
2.10	Appraisal Reference Value	String(100)	Mandatory	AppraisalReferenceValue: The full mark reference value, e.g. 60% → AppraisalReferenceValue = 100
3	ConfirmationStatus	Number	Mandatory	Confirmation status of the performance evaluation document. حالة الوثيقة: مخطط، اعتماد معلق، تم الانتهاء

### 8.1.16. rollbackEmployeeTransaction

This operation is used to cancel any operation which was already submitted using one of the above operations.

#### 8.1.16.1. Message Request



No	Item	Data Type	Attributes	Description
1	<b>FAHRServiceHeader</b>			
1.1	versionID	String	Fixed value attribute	versioning purposes
1.2	ServiceId	Number	Lookup list (Mandatory)	Business service Id, which the rollback needs to be applied on.
1.3	Request Date	Timestamp	Mandatory	WS call timestamp, used for Logging purposes
1.4	Notes	String (500)	Optional	General Notes
	<b>BaseHeaderType:: FAHRServiceHeader</b>			
1.5	External Authority Code	Number	Mandatory	EA code, check the External authority sheet in FAHR ESB Lookups
1.6	Transaction Ref No.	String(50)	Mandatory	The transaction Ref Number that needs to be cancelled.

1.7	Transaction Subtype	String(50)	Mandatory	The transaction subtype which is related to a transaction that needs to be cancelled.
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#### 8.1.16.1. Message Response

It is standard for all fields are described [HERE](#)

#### 8.1.17. trainingCourseRegistration

This operation is used to create\update training course.

#### 8.1.17.1. Message Request



The header is common between all operations.

No	Item	Data Type	Attributes	Description
1	Training Course		Mandatory	برنامج تدريبي ممكن أن يحتوي على العديد من الصفوف Training Courses
1.1	Course Id	String(50)	Mandatory	This is very important field, it used later to update the course details if a WS caller use this operation to update training course in order to avoid duplication (Add same course twice)

1.2	Course Name Ar	String(250)	Mandatory	Course Name in Arabic Ex. برنامج تدريب القيادة. If you have the name in English only please use "غير محدد"
1.3	Course Name En	String(250)	Mandatroy	Course name in English Ex. Leadership course. If you have the name in Arabic only, please use "N/A"
1.4	Course Start Date	Date	Mandatroy	Planned Start date of the course.
1.5	Course End Date	Date	Optional	Palanned end date of the course
1.6	Comments	String(250)	Optional	General Comments about the training course.
1.7	Through Maaref	Boolean	Optional	If the training came through Maaref. هل البرنامج التدريبي من خلال معارف
1.8	Course Activity	String(100)	Optional	Course Subject موضوع الدورة التدريبية
1.9	Training Class Details		<b>Mandatory (1→N)</b>	الصفوف الدراسية المتعلقة بالبرنامج او الدورة التدريبية قد تكون وحيدة في حالة ندوة أو مؤتمر وقد تكون متعددة في حالة صفوف تدريبية كإدارة المشاريع مثلاً
1.9.1	Class Id	String(50)	Mandatory	PK for a class room, this is very important, it is used to update the class details based based on its ID.
1.9.2	Class Name Ar	String(100)	Mandatory	If the class name is provided in English only, you can set "غير محدد"
1.9.3	Class Name En	String(100)	Mandatroy	If the class name is provided in Arabic only, you can set "N/A"

1.9.4	Start Date	Date	Mandatory	<p>Training class start date.</p> <p>If the training course doesn't have classes, you can create one default class with the same training course details, in this case this field = Course Start date</p>
1.9.5	End Date	Date	Mandatory	<p>Training class end date</p> <p>If you don't have end date (End date = null), please set it as 1/1/1970</p>
1.9.6	StaffPlanned	Int	Optional	<p>الموظفين المخطط تدريبهم لهذا البرنامج</p> <p><b>Added in V3.0</b></p>
1.9.7	StaffTotal	Int	Optional	<p>الموظفين اللذين حصلوا على التدريب</p> <p><b>Added in V3.0</b></p>
1.9.8	BasedOnIDP	Boolean	Optional	<p>مرتبط بخطة تطوير فردية</p> <p><b>Added in V3.0</b></p>
1.9.9	TrainingLocationType	String(50)	Optional	<p>"Internal"</p> <p>"External"</p> <p>"Unknown From the source"</p> <p><b>Added in V3.0</b></p>
1.9.10	InstituteName	String(250)	Optional	<p>إسم المعهد</p> <p>Institute Name</p> <p><b>Added in V3.0</b></p>
1.9.6	ClassStatus		Mandatory	<p><b>Lookup value:</b></p> <ul style="list-style-type: none"> <li>1- Planned (default)</li> <li>2- Confirmed</li> <li>3- Cancelled</li> <li>4- Completed</li> </ul>

1.9.7	Total Hours	Number >=0	Mandatroy	Total hourse for the related class. If the training class is daily basis, you can set it as 0
1.9.8	Total Days	Number >=0	Mandatory	Total days for the related class. If the training class is hourly basis, you can set it as 0
1.9.9	Training Method		Optional	<p><b>طريقة التدريب Training Method</b></p> <p><b>Ex.</b></p> <ol style="list-style-type: none"> <li>1- استبيان</li> <li>2- مؤتمرات وندوات</li> <li>3- الظل الوظيفي</li> <li>4- تدريب الكتروني ذاتي</li> <li>5- اجازة دراسية</li> <li>6- اعارة</li> <li>7- تعاقب وظيفي</li> </ol> <p><b>It support Auto Mapping feature.</b></p> <p><b>Check the initial Lookup codes</b></p> <p><b>TrainingMethodCodes.xsd schema file</b></p>
1.9.9.1	Id	String(20)	Mandatroy	Training method Type Lookup Code
1.9.9.2	DescriptionAr	String(80)	Mandatroy	Training method Type Arabic description, e.g. مؤتمرات وندوات
1.9.9.3	DescriptionEn	String(80)	Mandatroy	Training method type English description, e.g. Survey
1.9.9.4	Notes	String(250)	Optional	Training method type common notes
1.9.10	StaffPlanned	Int	Optional	الموظفين المخطط تدريبهم لهذا البرنامج <b>Added in V3.0</b>
1.9.11	StaffTotal	Int	Optional	الموظفين اللذين حصلوا على التدريب <b>Added in</b>
1.9.12	BasedOnIDP	Boolean	Optional	مرتبط بخطة تطوير فردية <b>Added in V3.0</b>

1.9.13	TrainingLocationType	String(50)	Optional	جهة التدريب (خارجية، داخلية، غير محدد من المصدر) "Internal" "External" "Unknown From the source" <b>Added in V3.0</b>
1.9.14	InstituteName	String(250)	Optional	إسم المعهد Institute Name <b>Added in V3.0</b>
1.9.15	Comments	String(250)	Optional	ملاحظات إضافية <b>Added in V3.0</b>

#### 8.1.17.2. Message Response

MessageAcknowledge type is MsgResponseType; the fields are fully described [HERE](#)

#### 8.1.18. employeeTrainingRegistration

This operation is used to:

- 1- Enroll Employee to attend training class.
- 2- Withdraw employee from training class.
- 3- Confirm that an employee has been attended training class.

The header is common between all operations.

No	Item	Data Type	Attributes	Description
1	Employee Number	String (30)	Mandatory	Employee number.
2	Training Class		<b>Mandatory (1→1)</b>	Training class details
2.1	Year	Number	Mandatory	Training class year
2.2	Class Id	String(50)	Mandatory	PK to uniquely identifies the class, so the ESB integration system can search by this id to link the training class with the employee

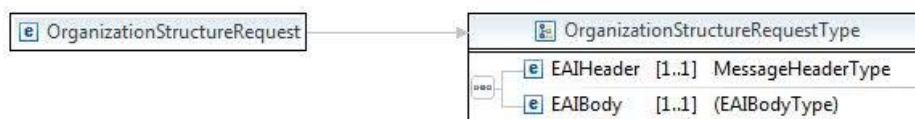
2.3	Class Name Ar	String(100)	Mandatory	If the class name is provided in English only, you can set "غير محدد"
2.4	Class Name En	String(100)	Mandatory	If the class name is provided in Arabic only, you can set "N/A"
2.5	Start Date	Date	Mandatory	Training class start date. If the training course doesn't have classes, you can create one default class with the same training course details, in this case this field = Course Start date
2.6	End Date	Date	Mandatory	Training class end date If you don't have end date (End date = null), please set it as 1/1/1970
2.7	ClassStatus		Mandatory	<b>Lookup value:</b>  1- Planned (default) 2- Confirmed 3- Cancelled 4- Completed  <b>Check the Lookup codes TrainingClassStatus.xsd schema file</b>
2.8	Total Hours	Number ≥0	Mandatory	Total hour for the related class. If the training class is daily basis, you can set it as 0
2.9	Total Days	Number ≥0	Mandatory	Total days for the related class. If the training class is hourly basis, you can set it as 0

2.10	Training Method		Optional	<p><b>طريقة التدريب Training Method</b></p> <p><b>Ex.</b></p> <ol style="list-style-type: none"> <li>1- استبيان</li> <li>2- مؤتمرات وندوات</li> <li>3- الظل الوظيفي</li> <li>4- تدريب الكتروني ذاتي</li> <li>5- اجازة دراسية</li> <li>6- اعارة</li> <li>7- تعاقب وظيفي</li> </ol> <p><b>It support Auto Mapping feature.</b></p> <ol style="list-style-type: none"> <li>8- Check the initial Lookup codes TrainingMethodCode s.xsd schema file</li> </ol>
2.10.1	Id	String(20)	Mandatory	Training method Type Lookup Code
2.10.2	DescriptionAr	String(80)	Mandatory	Training method Type Arabic description, e.g. مؤتمرات وندوات
2.10.3	DescriptionEn	String(80)	Mandatory	Training method type English description, e.g. Survey
2.10.4	Notes	String(250)	Optional	Training method type common notes
2.11	Referenced Course		Mandatory	<b>The training course which contains the above class room</b>
2.11.1	Course Id	String(50)	Mandatory	This is very important field, it used later to update the course details if a WS caller use this operation to update training course in order to avoid duplication (Add same course twice)
2.11.2	Course Name Ar	String(250)	Mandatory	<p>Course Name in Arabic</p> <p>Ex. برنامج تدريب القيادة</p> <p>If you have the name in English only please use "غير محدد"</p>

2.11.3	Course Name En	String(250)	Mandatory	Course name in English Ex. Leadership course. If you have the name in Arabic only, please use "N/A"
2.11.4	Course Start Date	Date	Mandatory	Planned Start date of the course.
2.11.5	Course End Date	Date	Optional	Planned end date of the course
2.11.6	Comments	String(250)	Optional	General Comments about the training course.
2.11.7	Through Maaref	Boolean	Optional	If the training came through Maaref. هل البرنامج التدريبي من خلال معارف
2.11.8	Course Activity	String(100)	Optional	Course Subject موضوع الدورة التدريبية
2.12	TrainingLocationType	String(50)	Optional	جهة التدريب (خارجية، داخلية، غير محدد من المصدر) "Internal" "External" "Unknown From the source" <b>Added in V3.0</b>
2.13	InstituteName	String(250)	Optional	إسم المعهد Institute Name <b>Added in V3.0</b>
2.14	Comments	String(250)	Optional	ملاحظات إضافية <b>Added in V3.0</b>

### 8.1.19. submitOrganizationStructure

#### 8.1.19.1. Message Request



The header is common between all operations

No	Item	Data Type	Attributes	Description
1	EAIBody		Mandatory	Organization Strcutrue
1.1	Organization		Mandatroy	
1.1.1	Id	String (80) Min L: 1 Max L:80	Mandatory	This Id is uniquely identifying the organization unit, the ESB is using it to search the OU for add\modify\delete
1.1.2	Organization Name Arabic	String(250)	Mandatory	اسم الوحدة التنظيمية بالعربي
1.1.3	Emirate	Number	Mandatory	امارة الوحدة التنظيمية
1.1.4	Organization Type	Mandatory		It support Auto Mapping feature.  Check the initial Lookup codes in Organization type sheet in FAHR Lookup codes.xlsx
1.1.4.1	Id	String(20)	Mandatroy	Organization Type Lookup Code
1.1.4.2	DescriptionAr	String(80)	Mandatroy	Organization Type Arabic description, e.g. قسم
1.1.4.3	DescriptionEn	String(80)	Mandatroy	Organization type English description, e.g. Department
1.1.4.4	Notes	String(250)	Optional	
1.1.4.5	Organization Name English	String(250)	Optional	
1.1.5	Parent Organization	Organization Type	Optional	Upper parent Organization within the organizational structure till we reach to the root OU

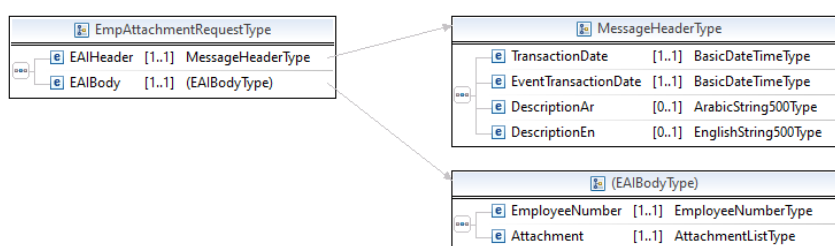
### 8.1.19.2. Message Response

MessageAcknowledge type is MsgResponseType; the fields are fully described [HERE](#)

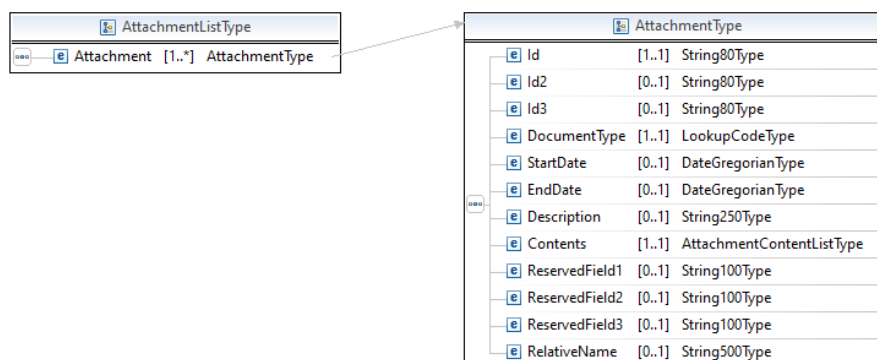
### 8.1.20. attachmentUploadRegistration (Added in V3.0)

#### 8.1.20.1. Message Request

The header is common between all operations



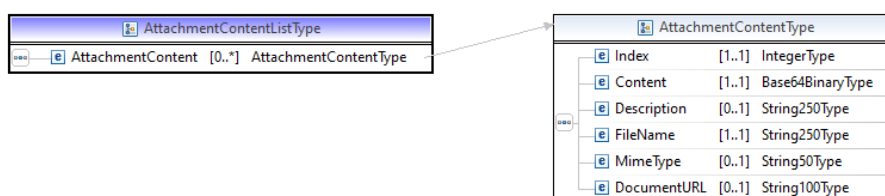
No	Item	Data Type	Attributes	Description
<b>1</b>	<b>EAIBody</b>		<b>Mandatory</b>	Attachment details
1.1	EmployeeNumber	String(30)	Mandatory	The employee number
<b>1.2</b>	<b>Attachments</b>	<b>Complex List</b>	<b>Mandatory</b>	<b>The employee attachments</b>



The attachments structure is list of AttachmentListType

1.2.1	Id	String(30)	Mandatory	Attachment Id that uniquely identifies the attachment document  Example: - Residency number - Emirate ID number - Passport Number - Employee Contract Number -Birth Certificate No. -Qualification certificate No. - Family Book Number.
1.2.2	Id2	String(30)	Optional	It can be used in case if the attachment document has more than an ID, for example:  Residency visa attachment, it contains the Residency number as primary key and Unified Number as secondary number.
1.2.3	Id3	String(30)	Optional	Future use
1.2.4	DocumentType	Lookup	Mandatory	نوع المستند  You can find the lookups in the attached document  Each attachment has document type like emirates ID, Passport Number,..

1.2.5	StartDate	Date	Optional	<p>تاريخ بداية المستند</p> <p>Example:</p> <ol style="list-style-type: none"> <li>1- Contract Start Date</li> <li>2- VISA start Date</li> <li>3- EID start date</li> <li>4- Family book issue date</li> <li>5- Qualification start date</li> <li>6- Passport issue Date</li> <li>7- Dependent birth certificate issue date</li> <li>8- Resume create date</li> <li>9- Family book issue date</li> </ol>
1.2.6	EndDate	Date	Optional	<p>تاريخ انتهاء المستند</p> <p>Example:</p> <ol style="list-style-type: none"> <li>1- Contract end Date</li> <li>2- VISA end Date</li> <li>3- EID end date</li> <li>4- Passport expiry Date</li> </ol>
1.2.7	Description	String(250)	Optional	<p>وصف المستند</p> <p>The description of the document attachment (free text)</p>
1.2.8	Contents	List of contents	Mandatory	



The document can contains multiple attachments like for example:

- Passport can have multiple pages
- EID has front\back side
- Family book can have multiple attachment.

1.2.8.1	Index	Integer	Mandatory	1,2,3.
1.2.8.2	Content	Base64	Mandatory	The content as binary
1.2.8.3	Description	String(250)	Optional	The attachment description
1.2.8.4	FileName	String(250)	Mandatory	Attachment file name with the extension
1.2.8.5	MimeType	String(50)	Optional	Mime type
1.2.8.6	DocumentURL	String(100)	Optional	this fields is used when the document attachment has content shared on public URL or even private URL, it is used in case of the entity is using ECM URL document type, here the attachment document doesn't have content, but URL instead. We can use it later to link with the ECM
1.2.9	ReservedField1	String(100)	Optional	Futute Use
1.2.10	ReservedField2	String(100)	Optional	Future Use
1.2.11	ReservedField3	String(100)	Optional	Future Use

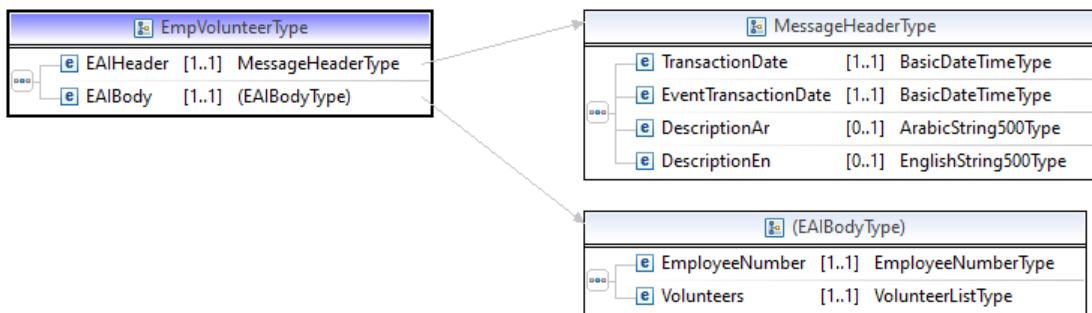
### 8.1.20.1. Message Response

MessageAcknowledge type is MsgResponseType; the fields are fully described [HERE](#)

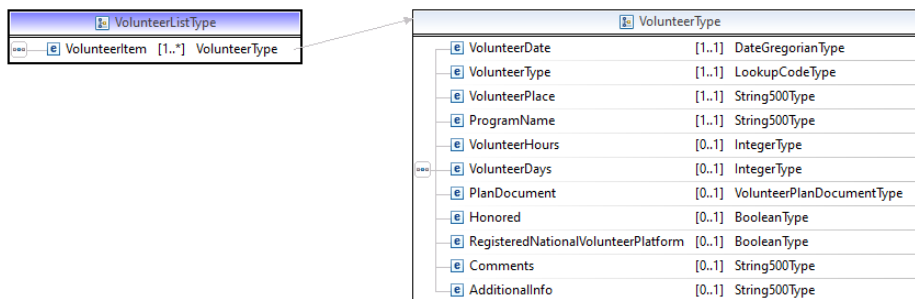
### 8.1.21. volunteerRegistration (Added in V3.0)

#### 8.1.21.1. Message Request

The header is common between all operations



No	Item	Data Type	Attributes	Description
<b>1</b>	<b>EAIBody</b>		<b>Mandatory</b>	Attachment details
1.1	EmployeeNumber	String(30)	Mandatory	The employee number
<b>1.2</b>	<b>Volunteers</b>	<b>Complex List</b>	<b>Mandatory</b>	<b>The employee volunteers</b>



Volunteers is list of VolunteerItem

1.2.1	VolunteerDate	Date	Mandatory	تاريخ التطوع
1.2.2	VolunteerType	Lookup	Mandatory	نوع التطوع
1.2.3	VolunteerPlace	String(500)	Mandatory	مكان التطوع

1.2.4	ProgramName	String(500)	Mandatory	اسم برنامج التطوع/ المبادرة التي تم المشاركة فيها
1.2.5	VolunteerHours	Integer	Optional	عدد ساعات التطوع
1.2.6	VolunteerDays	Integer	Optional	عدد أيام التطوع
<b>1.2.7</b>	<b>PlanDocument</b>	<b>Complex</b>	<b>Mandatory</b>	The attachment for the volunteer plan
1.2.7.1	PlanNumber	String(50)	Optional	The volunteer plan number
1.2.7.2	PlanAttachment	Base64	Mandatory	مرفق خطة التطوع الفردي
1.2.8	Honored	Boolean	Optional	Does the employee honored for that volunteer
1.2.9	RegisteredNational VolunteerPlatform	Boolean	Optional	Registered at the National Volunteer Platform مسجل في المنصة الوطنية للتطوع؟ ( yes/no )
1.2.10	Comments	String(500)	Optional	ملاحظات
1.2.11	AdditionalInfo	String(500)	Optional	ملاحظات إضافية

#### 8.1.21.1. Message Response

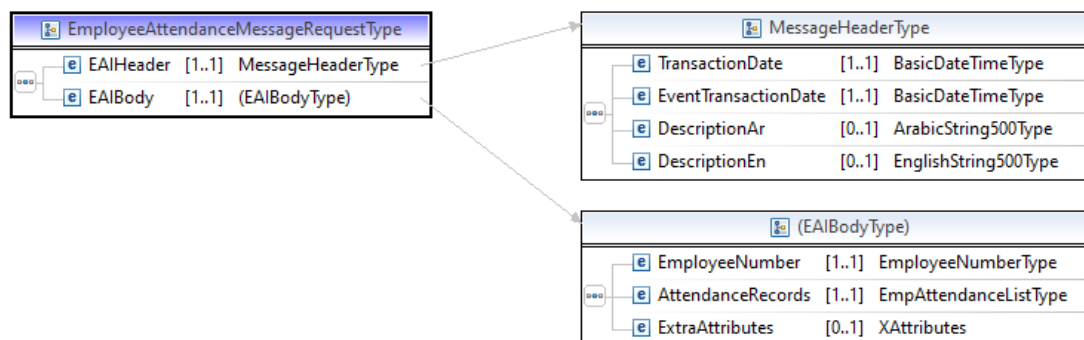
MessageAcknowledge type is MsgResponseType; the fields are fully described [HERE](#)

#### 8.1.22. attendanceRegistration (Added in V3.0)

##### 8.1.22.1. Message Request

The header is common between all operations

The design is capable to handle all the employee's attendances in one single call, and for one or multiple days.



No	Item	Data Type	M/O	Description
1	<b>EAlBody</b>		M	Attendance records
1.1	<b>AttendanceRecords</b>	List of EmpAttendance	M	<b>The employee number</b>
1.1.1	AttendanceRecordId	String(50)	M	Attendance record id in the source system, this is PK for that record.
1.1.2	FullArabicName	String(500)	M	Employee Arabic name
1.1.3	FullEnglishName	String(500)	M	Employee English name
1.1.4	ContractType	String(100)	M	"Employee" "Outsource" "Undefined"
1.1.5	PositionNameArabic	String(500)	M	المسمى الوظيفي باللغة العربية
1.1.6	PositionNameEnglish	String(500)	M	المسمى الوظيفي باللغة الانكليزية
1.1.7	<b>Organization</b>	<b>Complex</b>	M	<b>الوحدة التنظيمية</b>
1.1.7.1	Id	String(80)	M	Organization Unit Id رقم الوحدة التنظيمية

1.1.7.2	OrganizationNameArabic	String(250)	M	Organization Unit name إسم الوحدة التنظيمية بالعربي
1.1.7.3	OrganizationType	Lookup	M	Please check the lookup codes
1.1.7.4	Emirate	Lookup	M	Please check the emirate lookup
1.1.7.5	OrganizationNameEnglish			Organization Unit name إسم الوحدة التنظيمية بالانجليزية
1.1.7.6	ParentOrganization	Pass NULL, not empty tag		
1.1.7.7	OrganizationCategory	Pass NULL		
1.1.8	AttendanceDate	Date	M	تاريخ تسجيل الحضور والانصراف
1.1.9	TimeIn	Time	O	وقت الدخول Example: 09:30:10
1.1.10	TimeOut	Time	O	وقت الخروج
1.1.11	Duration	Integer	O	الفرق بين وقت الدخول والخروج
1.1.12	ExitPermit	Boolean	O	Exit Permit record?
1.1.13	ExitPermitType	Lookup	O	Exit permit lookup Please check the lookup sheet
1.1.14	ExitPemitDuration	Integer	O	Exit permit duration فترة إذن الخروج
1.1.15	Remarks	String(500)	O	ملاحظات عامة
1.1.16	EarlyOut	Boolean	O	خروج مبكر؟
1.1.17	Delay?	Boolean	O	تأخير؟
1.1.18	AttendanceStatus	Lookup	O	Please check the attendance status lookup
1.1.19	ExtraAttributes	List	O	Future use.

### 8.1.22.1. Message Response

MessageAcknowledge type is MsgResponseType; the fields are fully described [HERE](#)

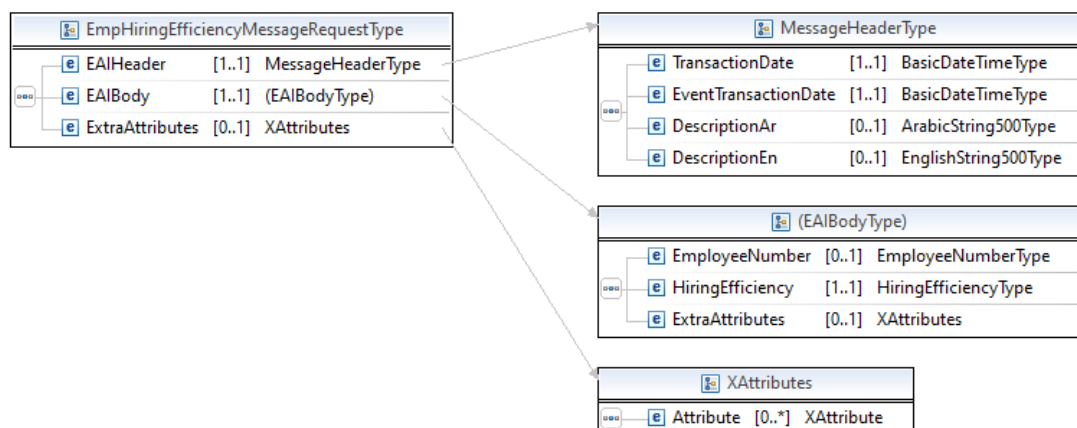
### 8.1.23. hiringEfficiencyRegistration (Added in V3.0)

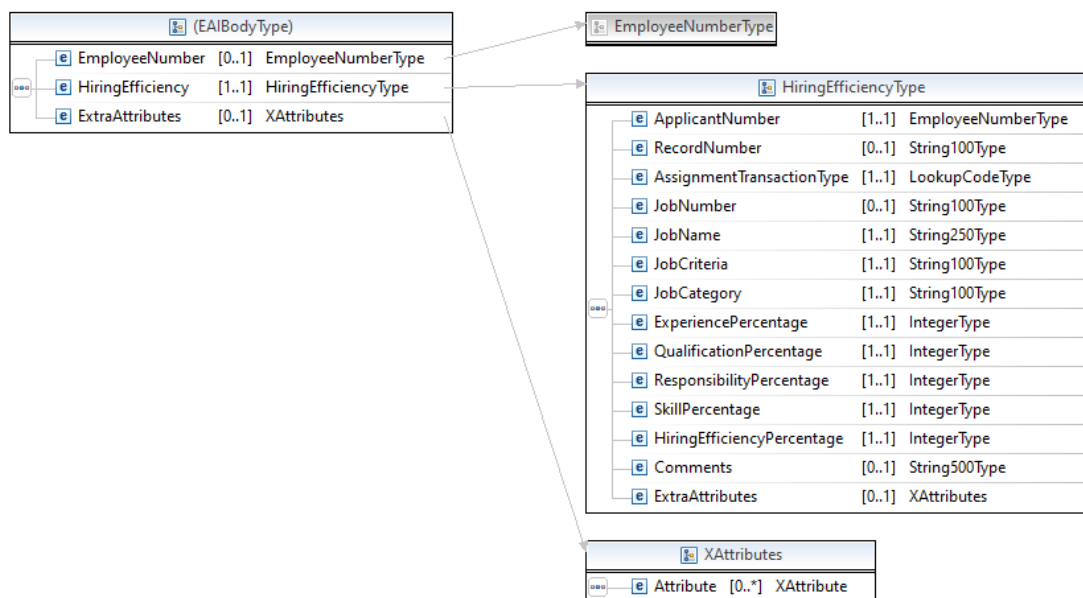
Screenshot from Bayanati as an example

Entity	Transaction Type	Job Criteria	Job Name	Job Category	Experience	Qualification	Specialization	MainTasks	Threshold KPI	Enabled	Update	Delete
Global	Promotion	Job Category		Technical and Professional	40	30	0	30	80	Yes		
Global	Promotion	Job Category		Executives	40	30	0	30	80	Yes		
Global	Promotion	Job Category		Leadership	40	30	0	30	80	Yes		
Global	Promotion	Job Category		Auxiliary Staff	40	30	0	30	80	Yes		
Global	Promotion	Job Category		Supervisory	40	30	0	30	80	Yes		
Global	Transfer	Job Category		Technical and Professional	40	30	0	30	80	Yes		
Global	Transfer	Job Category		Executives	40	30	0	30	80	Yes		
Global	Transfer	Job Category		Leadership	40	30	0	30	80	Yes		
Global	Transfer	Job Category		Auxiliary Staff	40	30	0	30	80	Yes		
Global	Transfer	Job Category		Supervisory	40	30	0	30	80	Yes		

### 8.1.23.1. Message Request

The header is common between all operations





No	Item	Data Type	M/O	Description
1	EAIBody		M	Hiring efficiency
1.1	EmployeeNumber	String(30)	O	The employee number رقم الموظف (إن تم تعيين المرشح)
1.2	ApplicantNumber	String(30)	M	Applicant No رقم المرشح
1.3	RecordNumber	String(100)	O	رقم السجل في النظام Record No in the system

1.4	AssignmentTransaction Type	Lookup	M	Assignment Type نوع الإجراء									
1.5	TransactionDate	Date	M	تاريخ الاجراء									
1.6	JobNumber	String(100)	O	رقم الوظيفة Job Unique Number									
1.7	JobName	String(250)	M	Job name إسم الوظيفة									
1.8	JobCriteria	Lookup	M	<div>The required job criteria lookup:<table><tr><td>Code</td><td>English Description</td><td>Arabic Descript ion</td></tr><tr><td>1</td><td>Job Category</td><td>فئة</td></tr><tr><td>2</td><td>Job</td><td>وظيفة</td></tr></table></div>	Code	English Description	Arabic Descript ion	1	Job Category	فئة	2	Job	وظيفة
Code	English Description	Arabic Descript ion											
1	Job Category	فئة											
2	Job	وظيفة											
1.9	JobCategory	String(100)	M	<div>تصنيف الوظيفة  Please check the lookups in the lookup sheet  <b>Job Category (Hiring Efficiency)</b></div>									
1.10	ExperiencePercentage	Integer	M	معدل الخبرة									
1.11	QualificationPercentage	Integer	M	معدل المؤهل العلمي									
1.12	ResponsibilityPercentage	Integer	M	Tasks and Responsibilities percentage معدل المهام والمسؤوليات									
1.13	SkillPercentage	Integer	M	معدل المهارات									
1.14	HiringEfficiencyPercentage	Integer	M	معدل الكفاءة الوظيفية									
1.15	Comments	String(500)	O	ملاحظات									

1.16	ExtraAttributes	List	0	Shall be used if during the workshop with the entities in case of an entity has something specific to include in hiring efficiency.
------	-----------------	------	---	---

### 8.1.23.1. Message Response

MessageAcknowledge type is MsgResponseType; the fields are fully described [HERE](#)

### 8.1.24. jobBudgetingRegistration operation (Added in V3.0)

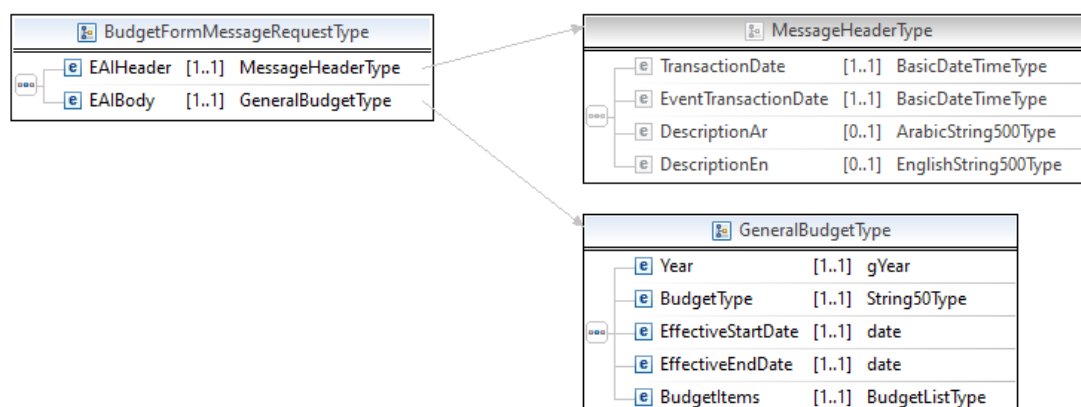
We are automating the following manual sheet for budgeting

#### 28 - كشف الشواغر المتاحة حسب الدرجة

الاجراءات المعتمدة خلال السنة الحالية ولغاية (2019/12/31)				الشواغر المتاحة		الميزانية المعتمدة			الدرجة
الترقيات	تغيير كادر	نهاية الخدمة	التعيينات	شواغر الترقية المتاحة	شواغر التعيين المتاحة	الاجمالي العام المعتمد	شواغر الترقية المعتمدة	شواغر التعيين المعتمدة	
بالترقية	من الدرجة	الى الدرجة							الحتمي (31/12/2019)
0	0	0	0	0	1	1	0	1	0
0	0	0	0	0	0	1	0	0	1
0	0	0	0	0	1	3	0	2	2
0	0	0	2	1	0	14	0	1	12
0	1	0	0	0	1	9	2	0	8
1	2	0	2	1	0	21	2	3	16
2	0	0	0	1	0	16	0	2	13
0	1	0	0	0	0	28	1	0	28
1	1	0	3	1	0	69	1	4	61
1	2	0	0	0	0	38	2	5	32
2	0	0	1	0	0	20	0	3	13
0	0	0	0	0	0	9	0	0	9
7	7	0	8	4	1	229	8	21	195
الاجمالي									

### 8.1.24.1. Message Request

Message request type is BudgetFormMessageRequestType, you can see the UML for this message



EAIHeader is explained before, it is common between all operations, please check [HERE](#)

No	Item	Data Type	O/M	Description
1	EAIBody		M	Accumulated budget data
1.1	Year	Integer	M	Financial Fiscal year
1.2	BudgetType	Lookup	M	Like: <ul style="list-style-type: none"> <li>- Annual Budget</li> <li>- Semi Annual Budget</li> <li>- Quarter Budget</li> </ul> Please check the lookup sheet
1.3	EffectiveStartDate	Date	M	The budget effected start date
1.4	EffectiveEndDate	Date	M	The Budget effected end date

**Important Note**

- The effective date impacts the number of headcounts as follows:
  - Actual Count will change as per the selected effective date
  - Number of executed transaction will change as per the selected effective date
  - Approved vacancies for promotion and new hire will change as per the selected effective date
  - Available vacancies for promotion and new hire will change as per the selected effective date

1.5	BudgetItems	List	M	The budget Item list
<div>List of BudgetingItemType</div> <div><div><div>BudgetListType</div><div><div>Item</div><div>[1..*]</div><div>BudgetingItemType</div></div></div><div><div>BudgetingItemType</div><div><div><div>Grade</div><div>[1..1]</div><div>String100Type</div></div><div><div>GradeCategory</div><div>[1..1]</div><div>LookupCodeType</div></div><div><div>GeneralGradeMapping</div><div>[1..1]</div><div>LookupCodeType</div></div><div><div>PositionNameArabic</div><div>[0..1]</div><div>String250Type</div></div><div><div>PositionNameEnglish</div><div>[0..1]</div><div>String250Type</div></div><div><div>NationalityCategory</div><div>[1..1]</div><div>LookupCodeType</div></div><div><div>OrganizationUnit</div><div>[0..1]</div><div>LookupCodeType</div></div><div><div>ApprovedBudgetedHeadCount</div><div>[1..1]</div><div>int</div></div><div><div>ActualHeadCount</div><div>[1..1]</div><div>int</div></div><div><div>AvailableVacancies</div><div>[0..1]</div><div>VacancyListType</div></div><div><div>ApprovedVacancies</div><div>[0..1]</div><div>VacancyListType</div></div></div></div></div>				
1.5.1	Grade	String(100)	M	The entity grade of that budget item.
1.5.2	GradeCategory	Lookup	M	The grade category, please check the lookup sheet
1.5.3	GeneralGradeMapping	Lookup	M	The general grade mapping lookup
1.5.4	PositionNameArabic	String(250)	O	The position name in Arabic
1.5.5	PositionNameEnglish	String(250)	O	The position name in English

1.5.6	PositionType	Lookup	O	<p>1- Commonly Used:</p> <p>a. Single Incumbent: Means that this position can be assigned to ONE employee only</p> <p>2- Not commonly used by the federal government (since budgeting is grade based)</p> <p>a. None: Means that there is no control on the number of employees that can be assigned to this position (Not being used currently in the Federal Government since we</p> <p>b. Pooled and Shared: Used to control the number of employees that can be assigned to the same position.</p> <p>Please check the lookup sheet.</p>
1.5.7	NationalityCategory	Lookup	M	The nationality category, please check the Lookup sheet
1.5.8	OrganizationUnit	Lookup	O	<p>If the budget item is set on organizational unit level, this should be filled</p> <p>Here you pass the following:</p> <p>1-Org Unit Unique ID.</p> <p>2-Org unit Arabic name</p> <p>3-Org unit English name.</p>
1.5.9	OrganizationEmirate	Lookup	O	The emirate of the organization unit, please check the Lookup sheet.
1.5.10	ApprovedBudgetedHeadCount	Integer	M	<p>إجمالي عدد الوظائف المعتمدة في الميزانية</p> <p>Total number of <u>approved</u> budgeted head count.</p>



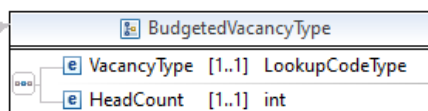
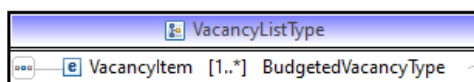
الشواغر المتاحة		العزائية المعتمدة			الدرجة	الحتمي (31/12/2019)
شواغر الترقية المتاحة	شواغر التعيين المتاحة	الاجمالي العام المعتمد	شواغر الترقية المعتمدة	شواغر التعيين المعتمدة		
0	1	1	0	1	وكيل الوزارة	0
0	0	1	0	0	الوزير	1
0	1	3	0	2	الوكيل المساعد	2
0	2	14	0	1	درجة خاصة (أ)	12
1	0	9	2	0	درجة خاصة (ب)	8
0	4	21	2	3	الأولى	16
0	1	16	0	2	الثانية	13
0	0	28	1	0	الثالثة	28
0	7	69	1	4	الرابعة	61
0	5	38	2	5	الخامسة	32
0	5	20	0	3	السادسة	13
0	0	9	0	0	السابعة	9
1	26	229	8	21	الاجمالي	195

1.5.11	ActualHeadCount	Integer	M	إجمالي عدد الوظائف الحتمي أو الفعلي The total number of the actual head count
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الشواغر المتاحة		العزائية المعتمدة			الدرجة	الحتمي (31/12/2019)
شواغر الترقية المتاحة	شواغر التعيين المتاحة	الاجمالي العام المعتمد	شواغر الترقية المعتمدة	شواغر التعيين المعتمدة		
0	1	1	0	1	وكيل الوزارة	0
0	0	1	0	0	الوزير	1
0	1	3	0	2	الوكيل المساعد	2
0	2	14	0	1	درجة خاصة (أ)	12
1	0	9	2	0	درجة خاصة (ب)	8
0	4	21	2	3	الأولى	16
0	1	16	0	2	الثانية	13
0	0	28	1	0	الثالثة	28
0	7	69	1	4	الرابعة	61
0	5	38	2	5	الخامسة	32
0	5	20	0	3	السادسة	13
0	0	9	0	0	السابعة	9
1	26	229	8	21	الاجمالي	195

1.5.12	AvailableVacancies الشواغر المتاحة	Vacancy ListType	O	The available vacancies in the budget plan.
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الشواغر المتاحة		الدرجة
شواغر الدرجة الأولى	شواغر النعنين المتاحة	
0	1	وكيل الوزارة
0	0	الوزير
0	1	الوكيل المساعد
0	2	درجة خاصة (أ)
1	0	درجة خاصة (ب)
0	4	الأولى
0	1	الثانية
0	0	الثالثة
0	7	الرابعة
0	5	الخامسة
0	5	السادسة
0	0	السابعة
1	26	الإجمالي

نوع الشاغر

عدد الشواغر

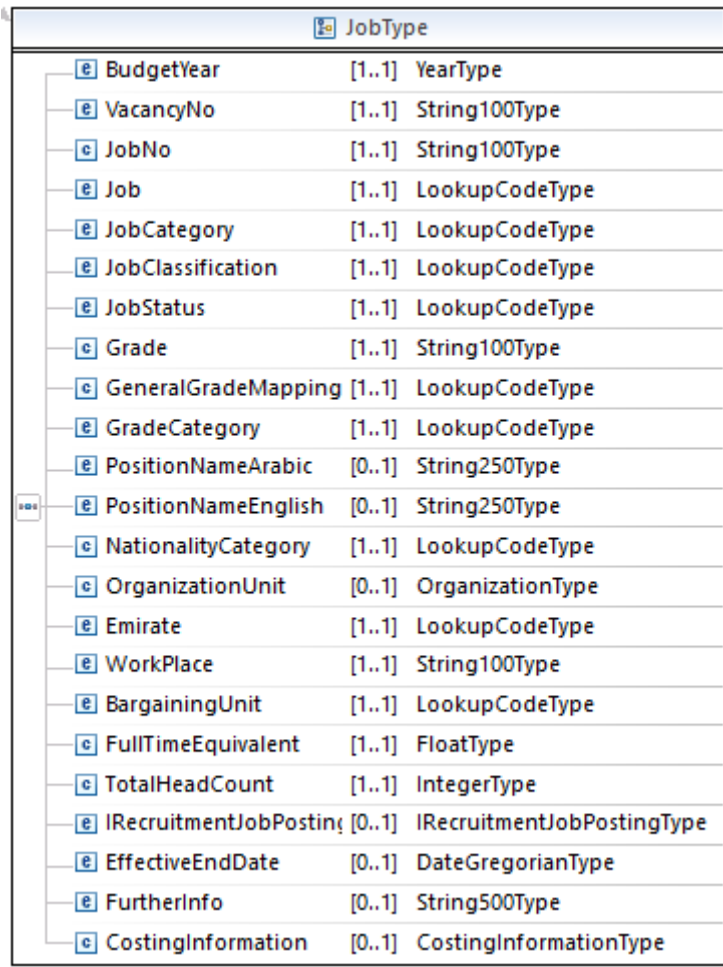
1.5.12.1	VacancyType	Lookup	M	نوع الإجراء للشواغر المتاحة. نوع الشاغر المدرج في الميزانية مثال: ترقية إلغاء ترقية تعيين Please check the lookup sheet
1.5.12.2	HeadCount	Integer	M	عدد الشواغر
1.5.13	ApprovedVacancies الشواغر المعتمدة	Vacancy ListType	O	The approved vacancies in the budget plan.
1.5.13.1	VacancyType	Lookup	M	نوع الإجراء للشواغر المعتمدة. نوع الشاغر المدرج في الميزانية مثال: ترقية إلغاء ترقية تعيين Please check the lookup sheet
1.5.13.2	HeadCount	Integer	M	عدد الشواغر

#### 8.1.24.1. Message Response

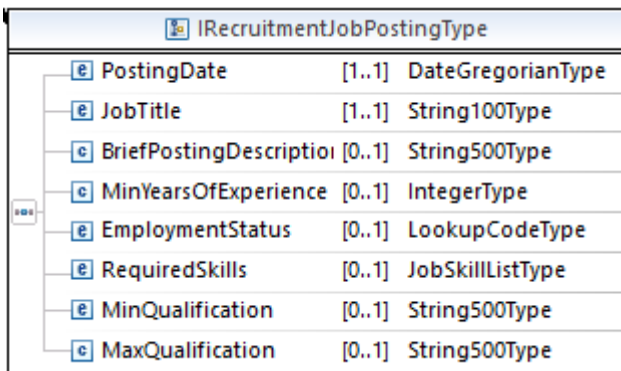
It is standard for all fields are described [HERE](#)

### 8.1.25. jobBudgetDetailsRegistration Operation (Added in V3.0)

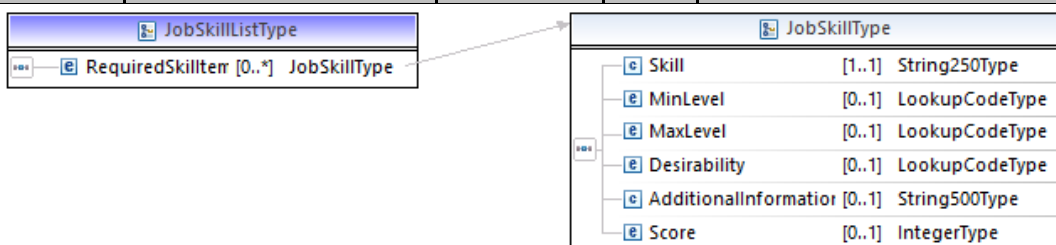
#### 8.1.25.1. Message Request

No	Item	Data Type	O/M	Description
1	EAIBody (JobType)		M	Job budget data
				
1.1	BudgetYear	Year	M	The financial year
1.2	VacancyNo	String(100)	M	رقم الشاغر
1.3	JobNo	String(100)	M	Job Number
1.4	Job	Lookup	M	ID (Unique Ref No for the job) Arabic description English description

1.5	JobCategory	Lookup	M	Please check the Lookup		
				Code	English Description	Arabic Description
				1	Critical	حرجة
				2	Not Critical	غير حرجة
1.6	JobClassification	Lookup	M	Please check the lookup sheet Core, Support		
1.7	JobStatus	Lookup	M	“Occupied” “Vacant” “Canceled” “Booked” Please check the lookup sheet حالة الوظيفة		
1.8	Grade	String(100)	M	الدرجة الوظيفية للجهة		
1.9	GeneralGradeMapping	Lookup	M	موائمة الدرجة الوظيفية للجهة Please check the lookup sheet		
1.10	GradeCategory	Lookup	M	“اتحادي” “محلي” Please check the lookup sheet		
1.11	PositionNameArabic	String(250)	O	اسم الوظيفة بالعربي		
1.12	PositionNameEnglish	String(250)	O	Position name in English		
1.13	NationalityCategory	Lookup	M	Please check the lookup sheet “مواطن” “وافد” “الكل”		
1.14	OrganizationUnit	Lookup	O	It is used if the job budget item is related to the organization unit level  Please check the lookup sheet		

1.15	Emirate	Lookup	O	The Job emirate إمارة الوظيفة
1.16	WorkPlace	String(100)	M	مكان العمل
1.17	BargainingUnit	Lookup	M	Used in specifying the reason for creating the position since some reasons have an impact on the budget and others do not. Example: New Hire
1.18	FullTimeEquivalent FTE	Float	M	Default 1 (Full time) Part time (0.5)
1.19	TotalHeadCount	Integer	M	عدد الشواغر للوظيفة
1.20	IRecruitmentJobPosting	Complex	O	<b>The related recruitment job details.</b> <b>This is used to link the vacant job with</b>
 <pre> IRecruitmentJobPostingType ├── PostingDate [1..1] DateGregorianType ├── JobTitle [1..1] String100Type ├── BriefPostingDescription [0..1] String500Type ├── MinYearsOfExperience [0..1] IntegerType ├── EmploymentStatus [0..1] LookupCodeType ├── RequiredSkills [0..1] JobSkillListType ├── MinQualification [0..1] String500Type └── MaxQualification [0..1] String500Type </pre>				
1.20.1	PostingDate	Date	M	The job posting date on IRecruitment system
1.20.2	JobTitle	String(100)	M	The job title in IRecruitment system
1.20.3	BriefPostingDescription	String(500)	O	The brief of the opportunity that is posted on IRecruitment
1.20.4	MinYearsOfExperience	Integer	O	Min years of experience.

1.20.5	EmploymentType	Lookup	M	Employment status "Full Time" "Part Time" Default full time Please check the lookup sheet
1.20.6	RequiredSkills	List of Strings	O	List of the required skills



Recruitment Home Vacancies Candidates

Enter Primary Details: Previously visited step Enter Required Skills: Active step Enter Team Members: Next step Format Job Posting: Next step Review: Next step

Create Vacancy: Enter Required Skills Cancel Back Step 2 of 5 Next Review

Use this page to enter the skills and qualifications required for the vacancy.  
\* Indicates required field

**Skills**

Select Skills: Delete +

Skill	Minimum Level	Maximum Level	* Desirability	Additional Information	Score
<input type="checkbox"/> Achievements and Impact/Agile a	PL 1	PL 1	Desirable		
<input type="checkbox"/> Achievements and Impact/Agile a	PL 2	PL 2	Essential		

Inspect MDS Contents

**Qualifications**

Minimum Qualification Bachelor of Computer Engineering

Maximum Qualification Master of computer Applications

**Assessment**

Select an assessment that applicants must complete for this vacancy.

Assessment

1.20.6.1	Skill	String(250)	M	Skill name
1.20.6.2	MinLevel	Lookup	O	Min experience level Please check the lookup sheet
1.20.6.3	MaxLevel	Lookup	O	Max experience level Please check the lookup sheet
1.20.6.4	Desirability	Lookup	O	Please check the lookup sheet
1.20.6.5	AdditionalInformation	String(500)	O	بيانات إضافية
1.20.6.6	Score	Integer	O	The score weight for each skill

1.20.7	MinQualification	String(500)	O	Minimum required qualification
1.20.8	MaxQualification	String(500)	O	Maximum required qualification
1.21	EffectiveStartDate	Date	O	Start date of the event
1.22	EffectiveEndDate	Date	O	End date of the event
1.23	FurtherInfo	String(500)	O	More information
<b>1.24</b>	<b>CostingInformation</b>		<b>O</b>	
1.24.1	AccountNo	String(500)	O	Account number
1.24.2	Activity	String(500)	O	Type of activity
1.24.3	SubActivity	String(500)	O	Type of sub activity
1.24.4	MoreCostingInformation	String(500)	O	Costing information

#### **8.1.25.1. Message Response**

It is standard for all fields are described [HERE](#)

### 8.1.26. iRecruitmentCandidateRegistration Operation (Added in V3.0)

#### 8.1.26.1. Message Request

iRecruitmentType			
ApplicantNo	[1..1]	String30Type	
EmployeeNumber	[0..1]	String30Type	
IdNumber	[0..1]	IdNumberType	
Name	[1..1]	PersonNameType	
Gender	[1..1]	GenderCodeType	
BirthDetails	[1..1]	BirthDetailsType	
Nationality	[1..1]	NationalityType	
CountryOfResidence	[0..1]	String80Type	
Religion	[1..1]	ReligionType	
Languages	[0..1]	LanguageListType	
HealthStatus	[0..1]	String250Type	
SkillSet	[0..1]	SkillListType	
MaritalStatus	[1..1]	MaritalStatusCodeType	
Qualifications	[1..1]	QualificationListType	
Experiences	[0..1]	ExperienceListType	
DesiredJobs	[0..1]	DesiredJobListType	
TrainingCourses	[0..1]	TrainingCourseListType	
MainContactInformation	[1..1]	ContactInformationType	
MainAddress	[1..1]	AddressDetailsType	
ReferContacts	[0..1]	ReferContactListType	
SourceOfApplicant	[1..1]	String500Type	
DateOfHiring	[0..1]	DateGregorianType	
NoOfChildren	[0..1]	IntegerType	
CurrentlyEmployed	[0..1]	BooleanType	
SecurityClearanceNo	[0..1]	String50Type	
Attachments	[1..1]	AttachmentListType	
JobsApplied	[1..1]	JobApplicationListType	

No	Item	Data Type	O/M	Description
1	EAIBody (iRecruitmentType)		M	Accumulated budget data
1.1	RecordId	String(50)	M	PK for this record in the source system
1.1	ApplicantNo	String(30)	M	Applicant No.
1.2	EmployeeNumber	String(30)	O	Employee No.
1.3	IdNumber	String(15)	O	Emirates ID number

1.4	NameAr	String(250)	M	Candidate arabic name
1.5	NameEn	String(250)	M	Candidate English name
1.6	Gender	Lookup	M	Gender Lookup
<b>1.7</b>	<b>BirthDetails</b>	<b>Complex</b>	<b>M</b>	
1.7.1	DateOfBirthGregorian	Date	M	Date of birth
1.7.2	BirthPlaceArabic	String(80)	O	Birth place in Arabic
1.7.3	BirthPlaceEnglish	String(80)	O	Bireth place in English
<b>1.8</b>	<b>Nationality</b>	<b>Complex</b>	<b>M</b>	<b>Candidate nationality</b>
1.8.1	Nationality	Lookup	M	Please check the lookup sheet
1.8.2	Emirate	Lookup	M	Default 97 (Not Available) غير متاح
1.9	CountryOfResidence	String(80)	O	Candidate Country of residency
<b>1.10</b>	<b>Religion</b>	<b>Complex</b>	<b>M</b>	<b>Candidate Religion, It will be used later of security check</b>
1.10.1	Religion	Lookup	M	Default 0 (Unknown Religion)
1.10.2	Doctrine	Lookup	O	Default 0000 (Unknown)
1.11	Languages	List of String(80)	O	Languages
1.12	HealthStatus	String(250)	O	Health staus of the candidate Used later for security check
<b>1.13</b>	<b>SkillSet</b>	<b>List of SkillType</b>	<b>M</b>	<b>Skill set of the candidate</b>

**Skills**

Please enter your own assessment of the skills which you currently possess.

Personalize "List of Skills"

* Skill	Level	Additional Information
ادارة الموارد بفعالية//	<input type="text" value="▼"/>	<input type="text"/>
ادارة الوقت بفعالية//	<input type="text" value="▼"/>	<input type="text"/>
مطور برامج اوراكل//	Beginner ▼	<input type="text"/>
دعم أنظمة اوراكل//	Expert ▼	<input type="text"/>
Language/IELTS/	<input type="text" value="▼"/>	<input type="text"/>
Language/TOFEL/	<input type="text" value="▼"/>	<input type="text"/>
Language/Other/	<input type="text" value="▼"/>	<input type="text"/>

1.13.1	Skill	String(250)	M	Skill description
1.13.2	Level	Lookup	O	Skill Level required
1.13.3	AdditionalInformation	String(500)	O	Skill additional information
1.14	MaritalStatus	Lookup	M	Default X (Undefined)
<b>1.15</b>	<b>Qualifications</b>	<b>List</b>	<b>M</b>	<b>List of the candidate's qualifications</b>
1.15.1	School	String(250)	M	Qualification school
1.15.2	Degree	String(500)	O	Degree description
1.15.3	FieldOfStudy	String(500)	O	Field of study
1.15.4	StartYear	Integer	O	Qualification start year
1.15.5	EndYear	Integer	O	Qualification End year
1.15.6	AdditionalInformation	String(500)	O	Additional details
<b>1.16</b>	<b>Experiences</b>	<b>List</b>	<b>O</b>	<b>List of the candidate's experience</b>
1.16.1	Title	String(500)	M	Job title
1.16.2	Company	String(500)	M	Company or organization name

1.16.3	EmploymentType	String(100)	O	Example: "Full-Time" "Part-Time" "Self-Employed" "Freelance" "Contract" "Internship" "Apprenticeship"
1.16.4	Description	String(500)	O	Description of that job
1.16.5	Location	String(500)	O	Job location
1.16.6	Emirate	Lookup	O	Job Emirate
1.16.7	StartDate	Date	O	Job start date
1.16.8	EndDate	Date	O	Job end date
1.16.9	LinkURL	String(500)	O	The online experience certificate URL if available
<b>1.17</b>	<b>DesiredJobs</b>	<b>List</b>	<b>O</b>	<b>The job list the the candidate would like to work</b>
1.17.1	JobItem	String(500)	M	The job title
<b>1.18</b>	<b>TrainingCourses</b>	<b>List of CourseItem</b>	<b>O</b>	<b>The training courses</b>
1.18.1	CourseName	String(500)	M	Course name
1.18.2	Organization	String(500)	M	Organization or institute\school
1.18.3	StartDate	Date	O	Course start date
1.18.4	EndDate	Date	O	Course end date
1.18.5	CredentialID	String(100)	O	The online crideitail ID to verify the attendance certificate
1.18.6	CredentialURL	String(100)	O	The online URL to verify the attendance certificate

<b>1.19</b>	<b>MainContactInformation</b>	<b>Complex</b>	<b>M</b>	<b>Main contact information</b>
1.19.1	MobileNo	String(20)	M	
1.19.2	OfficialEmail	String(80)	M	Candidate's email
1.19.3	HomeTelNo	String(20)	O	Home no.
1.19.4	WorkTelNo	String(20)	O	Work No.
1.19.5	FaxNo	String(20)	O	Fax No
<b>1.20</b>	<b>MainAddress</b>	<b>Complex</b>	<b>M</b>	<b>Main address</b>
1.20.1	FullAddress	String(250)	M	Full address details
1.20.2	Emirate	Lookup	M	Default 97 (Not Available)
<b>1.21</b>	<b>ReferContacts</b>	<b>List</b>	<b>O</b>	<b>Refer contacts</b>
1.21.1	PersonName	String(250)	M	Refer contact name
1.21.2	ContactNo	String(80)	O	Refer contact number
1.22	SourceOfApplicant	String(500)	M	Example: "Magazine" "ePortal" "Newspaper" "Undefined"
1.23	DateOfHiring	Date	O	The hiring date if the candidate got hired on that job vacancy
1.24	NoOfChildren	Integer	O	Used later for security check
1.25	CurrentlyEmployed	Boolean	O	Does't the candidate employed?
<b>1.26</b>	<b>SecurityClearanceNo</b>	<b>String(50)</b>	<b>O</b>	<b>The reference number of the security clearance in case of hiring approval.</b>
<b>1.27</b>	<b>Attachments</b>	<b>List</b>	<b>M</b>	<b>CV &amp; cover letter attachments</b>

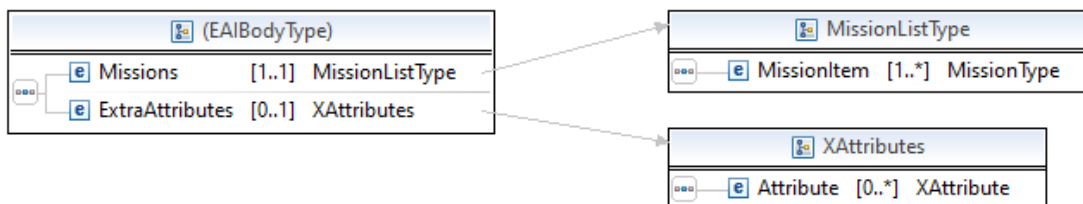
1.27.1	DocumentType	Lookup	M	Document type Check the lookup sheet
1.28.2	DocumentName	String(100)	M	Document file name
1.28.3	MimeType	String(50)	O	Document mim type like PDF DOCX
1.28.4	Content	Base64	M	Attachment (CV , Cover letter) content
1.28.5	ExtraInfo1	String(100)	O	Future use
1.28.6	ExtraInfo2	String(100)	O	Future use
1.28.7	ExtraInfo3	String(100)	O	Future use
<b>1.28</b>	<b>JobsApplied</b>	<b>List</b>	<b>M</b>	<b>Job that candidate applied on</b>
1.28.1	JobCode	String(100)	M	Job code in the entity's system
1.28.2	Job	Lookup	M	ID DescriptionAr DescriptionEn

#### 8.1.26.1. Message Response

It is standard for all fields are described [HERE](#)

#### 8.1.27. missionRegistration Operation (Added in V3.0)

### 8.1.27.1. Message Request

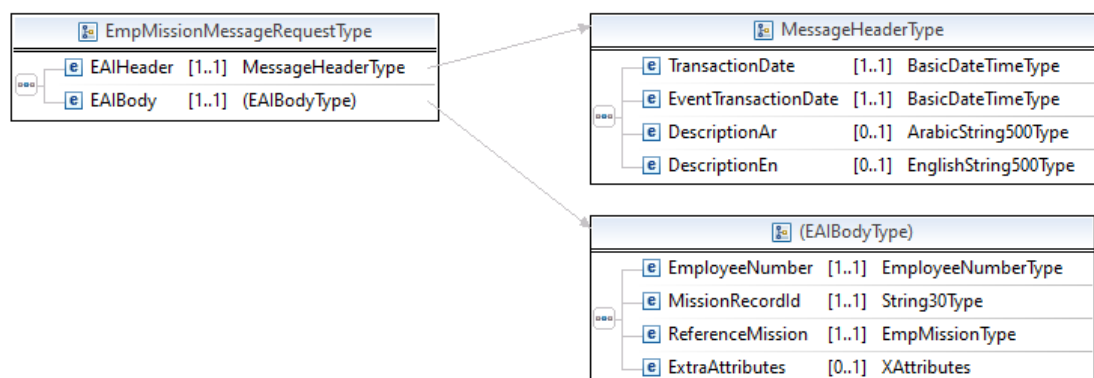


No	Item	Data Type	M/O	Description
1	EAIBody		M	Mission List
1.1	Missions	List	M	Mission list
<div> </div>				
1	MissionId	String(50)	M	Mission PK in the source system
2	Missiontype	Lookup	O	Please check the lookup section (Mission Type)
3	MissionName	String(250)	M	اسم المهمة
4	MissionDescription	String(500)	O	وصف المهمة

5	HostingCountry	Lookup	M	مكان المهمة (الدولة) Check the nationality\country lookup
6	HostingEntity	String(250)	M	الجهة (الجهة المستضيفة أو الراعية للمهمة الرسمية)
7	Duration	Number	M	Mission duration in days مدة المهمة الرسمية
8	MissionGoal	String(500)	O	هدف المهمة
9	StartDate	Date	M	تاريخ بداية المهمة
10	EndDate	Date	M	تاريخ نهاية المهمة
11	DecsionNo	String(100)	O	رقم القرار
12	DecsionDate	Date	O	تاريخ القرار
13	DecisionDocument	Base64	O	وثيقة القرار
14	AllowanceAmount	Integer	O	بدل المهمة الرسمية (المبلغ المصروف)
15	Comments	String(500)	O	ملاحظات
16	TotalNumber	Integer	O	عدد الأفراد للمهمة

### 8.1.28. employeeMissionRegistration (Added in V3.0)

#### 8.1.28.1. Message Request



No	Item	Data Type	M/O	Description
1	EAIBody		M	
1.1	EmployeeNumber	String	M	Employee Number
1.2	MissionRecordId	String(30)	M	The PK of the relation between the mission and the employee, it is used to update the transaction.
1.3	ReferenceMission	Complex	M	The mission of that employee
1.2.1	DelegationHead	Boolean	M	رئيس وفد؟
1.2.2	Mission	Complex	M	Mission details تفاصيل المهمة <b>Note</b> <b>If mission has created before by using missionRegistration service, then only MissionId is required from this structure</b>
1.2.2.1	MissionId	String(50)	M	Mission PK in the source system
1.2.2.2	Missiontype	Lookup	O	Please check the lookup section (Mission Type)
1.2.2.3	MissionName	String(250)	M	اسم المهمة
1.2.2.4	MissionDescription	String(500)	O	وصف المهمة

1.2.2.5	HostingCountry	Lookup	M	مكان المهمة (الدولة) Check the nationality\country lookup
1.2.2.6	HostingEntity	String(250)	M	الجهة (الجهة المستضيفة أو الراعية للمهمة الرسمية)
1.2.2.7	Duration	Number	M	Mission duration in days مدة المهمة الرسمية
1.2.2.8	MissionGoal	String(500)	O	هدف المهمة
1.2.2.9	StartDate	Date	M	تاريخ بداية المهمة
1.2.2.10	EndDate	Date	M	تاريخ نهاية المهمة
1.2.2.11	DecsionNo	String(100)	O	رقم القرار
1.2.2.12	DecsionDate	Date	O	تاريخ القرار
1.2.2.13	DecisionDocument	Base64	O	وثيقة القرار
1.2.2.14	AllowanceAmount	Integer	O	بدل المهمة الرسمية (المبلغ المصروف) On the mission Level
1.2.2.15	Comments	String(500)	O	ملاحظات
1.2.2.16	TotalNumber	Integer	O	عدد الأفراد للمهمة
1.2.3	AllowanceAmount	Integer	O	<b>بدل المهمة الرسمية للموظف</b> <b>On employee level</b> <b>Not mandatory in case of the allowance is total on mission level</b>
1.2.4	TravelDate	Date	O	تاريخ السفر Employee date of travel

## 9 Appendices

### 9.1. Lookups

#### 9.1.1. Business Services

Cod e	Service Name - English	Service Name - Arabic
1	New Employee Registration	خدمة تسجيل موظف جديد
2	Employee Details Change Registration	خدمة تعديل بيانات موظف
3	Employee Relatives Change Registration	خدمة تعديل بيانات معالين مرتبطين بموظف
4	Payroll Registration	خدمة تسجيل حركة إصدار راتب
5	Assignment Transaction Registration (Update organization unit/Position/Grade)	خدمة تنقلات موظف تعديل المنصب/الوحدة التنظيمية/درجة وظيفية لموظف
6	Promotion Registration	خدمة ترقية موظف
7	End of Service Registration	خدمة إنهاء خدمة موظف
8	Work Injury Registration	خدمة تسجيل إصابة عمل
9	Leave Registration	خدمة تسجيل إجازة
10	Employee Awarding Registration	خدمة تسجيل حركة جائزة أو تكريم لموظف حسب نظام المكافآت والحوافز
11	Complaint Registration	خدمة تسجيل حركة مخالفة لموظف
12	Appeal Registration	خدمة تسجيل حركة تظلم موظف
13	Training Course Registration	خدمة تسجيل برنامج تدريبي
15	Employee Training Registration	خدمة تسجيل حركة تدريب موظف
16	Individual Development Plan Registration (I.D.P)	خدمة تسجيل خطة التطوير الفردية لموظف
17	Certificate\Degree Issue Registration (vocational, professional, educational)	خدمة تسجيل شهادة مهنية أو تخصصية أو علمية
18	Performance Evaluation Registration	خدمة تسجيل وثيقة أداء موظف بمراحلها الثلاث
19	Organization Hierarchy Change Registration	خدمة تعديل الهيكل التنظيمي لجهة اتحادية
65	Attachment Upload Registration- HRMS	خدمة المرفقات - نظام إدارة الموارد البشرية
66	Volunteer Registration- HRMS	خدمة التطوع للموظفين - نظام إدارة الموارد البشرية

67	Attendance Registration - HRMS	خدمة الحضور والانصراف - نظام إدارة الموارد البشرية
68	hiring Efficiency Registration- HRMS	خدمة التوظيف الفعال - نظام إدارة الموارد البشرية
69	job Budgeting Registration- HRMI	خدمة الميزانيات العامة - نظام نضج الموارد البشرية
70	job Budget Details Registration- HRMI	خدمة ميزانيات الوظائف - نظام نضج الموارد البشرية
73	iRecruitment Candidate Registration - IRecruitment	خدمة التوظيف الإلكتروني - نظام التوظيف الإلكتروني
74	workforce Planning Registration-HRMI	خدمة تخطيط القوى العاملة - نظام نضج الموارد البشرية
83	Mission Registration – HRMS	خدمة تسجيل المهمات الرسمية نظام إدارة الموارد البشرية
84	Employee Mission Registration	خدمة تسجيل مهمة رسمية لموظف -نظام إدارة الموارد البشرية

### 9.1.2. Contract Type

نوع العقد

Code	English Name	Arabic Name	Notes
CLS_A	Class A	فئة أ	لغير مواطن فقط
CLS_B	Class B	فئة ب	لغير مواطن فقط
DW	Daily Wages	أجر يومي	للجميع
LS	Lump Sum	مكافأة شاملة	للجميع
NAT	National	مواطن	للمواطن فقط
SEC	Secondment	إعارة	للجميع
SPE	Special Contract	خاص	للجميع
RG	REGULAR	عام	للجميع
TMP	Temporary	مؤقت	لغير مواطن فقط
OS	Out Sourcing	تعهد	للجميع
FB	Fulbright	خدمة الدولة	للمواطنين
NA	Not Available	غير متوفر	-
HW	Hourly Wages	أجر ساعة	

ST	Students	طلبة	
ACDM	Academic Contract	عقد أكاديمي	لجميع
DEP	Deputation Contract	عقد انتداب	لجميع
ASS	Assignment Contract	عقد تكليف	لجميع

### 9.1.3. Emirate

Code	Arabic Description	English Description
1	ابوظبي	Abu Dhabi
2	دبي	Dubai
3	الشارقة	Sharjah
4	عجمان	Ajman
5	ام القيوين	Umm al-Qaiwain
6	راس الخيمة	Ras al-Khaimah
7	الفجيرة	Fujairah
97	غير متاح	Not Available
98	خارج الدولة	Overseas
99	دول مجلس التعاون	GCC

### 9.1.4. Gender

Code	Arabic Description	English Description
0	غير معروف	not known
1	ذكر	Male
2	أنثى	female
9	غير متاح	Not applicable

### 9.1.5. Leaves

أنواع الإجازات

Code	English Name	Arabic Name	Hourly/Daily
61	Absence	انقطاع عن عمل	D
62	Annual Leave	اجازة سنوية	D
65	Companionsate First	اجازة حداد درجة اولى	D
66	Companionsate Second	اجازة حداد درجة ثانية	D
67	Exam	تحضير للامتحان	D
68	Exceptional Free	استثنائية تفرغ	D
69	Exceptional Sick Inside	مرافق مريض داخل الدولة	D
70	Exceptional Sick Outside	مرافقة مريض خارج الدولة	D
72	Hajj	حج	D
74	Maternity	وضع	D
75	Paternity	ابوة	D
76	Sick	مرضية	D
77	Sick Committee	مرضية لجنة	D
78	Study Abroad	دراسية خارج الدولة	D
79	Unpaid	بدون راتب	D
1061	Iddat	عدة	D
1062	Study Inside	دراسية داخل الدولة	D
1063	Do Exam	تأدية امتحان	D
1064	Work Injury	مرضية اصابة عمل	D
4062	Judiciary Old Annual Leave	اجازة تجميعية للسلطة القضائية	D
5062	Location Difficulty Leave	اجازة ظروف صعبة	D
5063	On Travel	اجازة طريق	D
5064	Furnishing Leave	اجازة تاثيث	D
5066	Annual Leave for Diplomats	اجازة سنوية للسلك الدبلوماسي	D

6062	UAE National Service Leave	إجازة تأدية الخدمة الوطنية	D
7062	Emergency Leave	إجازة عارضة	D
7063	Infectious Disease Leave	الانقطاع بسبب مرض معدى	D
7064	Special Leave	إجازة خاصة	D
7065	Child Escort Inside Country	مرافق ابن مريض داخل بلد المقر	D
7066	Escort Outside Country	مرافقة مريض خارج بلد المقر	D
8062	Exceptional	استثنائية	D
3062	Exit Permit	أذن خروج	H
3070	Personal Exit	إذن خروج شخصي	H
3071	Sick Exit	إذن خروج مرضي	H
3072	Study Permit	إذن خروج دراسي	H
3073	Conference Leave	حضور مؤتمر	D
3074	Expo leave	إجازة اكسبو	D

### 9.1.6. Leaving Reason

سبب ترك العمل

Code	Arabic Name	English Name
3	الفصل من الخدمة لمخالفة إدارية أو العزل بحكم قضائي	Separation from service or administrative segregation violated a court order
5	عدم تجديد العقد أو إنهائه قبل انتهاء مدته	Non-Renewal or Termination of Contract before its completion
10	بلوغ سن الإحالة إلى التقاعد	The age of retirement
11	الاستقالة	The Resignation
12	عدم اللياقة الصحية	Lack of fitness
13	عدم الكفاءة الوظيفية	Functional incompetence
14	إعادة الهيكلة	Restructuring
15	الوفاة	Death
16	الإحلال وفقاً لخطط توظيف وظائف غير المواطنين	Replacement in accordance with the plans to settle the functions of non-citizens

17	إنقطاع عن العمل دون مبرر 10 ايام متصلة او 20 يوم منفصلة	Interruption from work without justification for 10 days or 20 days
21	النقل إلى السلك الدبلوماسي والقنصلي	Transfer to Diplomatic and Consulate Staff
22	النقل إلى جهة أخرى	Transfer to Other Entity
23	انتهاء عقد غير دائم	Expiry of Non Permanent Contract
24	الإقالة	Discharge
25	إقالة بموجب قرار صادر عن مجلس الوزراء	Dismissal by virtue of resolution issued by the Council of Ministers
26	بمرسوم اتحادي	Issuance of federal decree
27	عدم نقل الكفالة	Not Transferred Visa
28	عدم مباشرة العمل	No Show
29	تقاعد مبكر	Early Retirement
30	اكمال الدكتوراه	PHD Completion

#### 9.1.7. Marital Status

الحالة الاجتماعية

Code	Arabic Description	English Description
<b>S</b>	اعزب	Single
<b>M</b>	متزوج	Married
<b>D</b>	مطلق	Divorced
<b>W</b>	ارمل	Widowed
<b>X</b>	غير محدد	Undefined

#### 9.1.8. Family Support

حالة الإعالة

Code	Arabic Description	English Description
0	-	-
FS	معيل	Support Family
NFS	غير معيل	Support No Family

### 9.1.9. Organization Type

نوع الوحدة التنظيمية

Code	English Name	Arabic Name
0	-	-
1	Board	مجلس إدارة
2	Entity	الجهة المستقلة
3	Devision\Sector	القطاع
4	Department	الإدارة
5	Section	القسم
6	Unit	الوحدة
7	Office	مكتب
8	Center	مركز
99	Others	غير ذلك
541	College	كلية
542	Library	مكتبة
543	Academic Section	قسم أكاديمي
544	Deanship	عمادة
546	Program	البرنامج
100	Branch (Under devision,above department)	الفرع (يتبع قطاع وفوق الإدارة)

### 9.1.10. Country, Nationality

Code	Arabic Description	English Description
------	--------------------	---------------------

ABW	أروبا	Aruba
AFG	افغانستان	Afghanistan
AGO	انجوليا	Angola
AIA	أنجيلا	Anguilla
ALB	البانيا	Albania
AND	اندورا	Andorra
ANT	الأنتيل الهولندية	Netherlands Antilles
ARE	الإمارات العربية المتحدة	United Arab Emirates
ARG	الارجنتين	Argentina
ARM	ارمينيا	Armenia
ASM	ساموا الأمريكية	American Samoa
ATA	الأنترتيكا	Antarctica
ATF	الأراضي الجنوبية الفرنسية	French Southern Terr.
ATG	انتيغويا	Antigua and Barbuda
AUS	استراليا	Australia
AUS	تسمانيا	Tasmania
AUT	النمسا	Austria
AZE	اذربيجان	Azerbaijan
BDI	بوروندي	Burundi
BEL	بلجيكا	Belgium
BEN	بنين	Benin
BFA	بوركينافاسو	Burkina Faso
BGD	بنغلادش	Bangladesh
BGR	بلغاريا	Bulgaria
BHR	البحرين	Bahrain
BHS	جزر البهامس	Bahamas
BIH	البوسنة والهرسك	Bosnia and Herzegovina
BLR	بييلاروس	Belarus

BLZ	بليز	Belize
BMU	برمودا	Bermuda
BOL	بوليفيا	Bolivia
BRA	البرازيل	Brazil
BRB	بربادوس	Barbados
BRN	بروناي	Brunei Darussalam
BTN	بوتان	Bhutan
BVT	جزيرة بوفيت	Bouvet Island
BWA	بتسوانيا	Botswana
CAF	افريقيا الوسطى	Central African Republic
CAN	كندا	Canada
CCK	جزر الكوكوس (كيلينغ)	Cocos (Keeling) Islands
CHE	سويسرا	Switzerland
CHL	تشيلي	Chile
CHN	الصين	China
CIV	ساحل العاج	Cote d'Ivoire
CMR	الكاميرون	Cameroon
COD	زائير	Democratic Rep. of Congo
COG	كونغو	Congo
COK	جزر كوك	Cook Islands
COL	كولومبيا	Colombia
COM	جزر القمر	Comoros
CPV	كابو فيردي	Cape Verde
CRI	كوستاريكا	Costa Rica
CUB	كوبا	Cuba
CXR	جزيرة كريسماس	Christmas Island
CYM	جزر كايمان	Cayman Islands
CYP	قبرص	Cyprus

CZE	التشيك	Czech Republic
CZE	تشيكوسلوفاكيا	Czechoslovakia
DEU	المانيا	Germany
DJI	جيبوتي	Djibouti
DMA	الدومينيكا	Dominica
DNK	الدانمارك	Denmark
DOM	الدومنيكان	Dominican Republic
DZA	الجزائر	Algeria
ECU	الاكوادور	Ecuador
EGY	مصر	Egypt
ERI	أريتريا	Eritrea
ESH	الصحراء الغربية	Western Sahara
ESP	اسبانيا	Spain
EST	استونيا	Estonia
ETH	أثيوبيا	Ethiopia
FIN	فنلندا	Finland
FJI	فيجي	Fiji
FLK	جزر فوكلاند (مالفيناس)	Falkland Islands
FRA	فرنسا	France
FRA	تاهيتي	Tahiti
FRO	جزر الفارو	Faroe Islands
FSM	مايكرونيزيا	Micronesia
GAB	الجابون	Gabon
GBR	بريطانيا	United Kingdom
GBR	جيرنسي	Guernsey
GBR	جزيرة مان	Isle of Man
GBR	جيرسي	Jersey
GEO	جورجيا	Georgia

GHA	غانا	Ghana
GIB	جبل طارق	Gibraltar
GIN	غينيا	Guinea
GLP	جوادالوب	Guadeloupe
GMB	غامبيا	Gambia
GNB	غينيا – بيساو	Guinea-Bissau
GNQ	غينيا الاستوائية	Equatorial Guinea
GRC	اليونان	Greece
GRC	الجمهورية الهيلينية	The Hellenic Republic
GRD	جرينادا	Grenada
GRL	جزر الراس الاخضر	Greenland
GTM	جواتيمالا	Guatemala
GUF	غيانا الفرنسية	French Guiana
GUM	جوام	Guam
GUY	غيانا	Guyana
HKG	هونج كونج	Hong Kong
HMD	جزر مكدونالد وهيرد	Heard and McDonald Isl.
HND	هندوراس	Honduras
HRV	كرواتيا	Croatia
HTI	هايتي	Haiti
HUN	هنغاريا / المجر	Hungary
IDN	اندونيسيا	Indonesia
IND	الهند	India
IOT	أرض م. الهندي البريطانية	Brit. Indian Ocean Terr.
IRL	ايرلندا	Ireland
IRN	ايران	Iran, Islamic Republic of
IRQ	العراق	Iraq
ISL	ايسلنده	Iceland

ISR	إسرائيل	Israel
ITA	ايطاليا	Italy
JAM	جامايكا	Jamaica
JAM	كينجستون	Kingston
JOR	الأردن	Jordan
JPN	اليابان	Japan
JPN	أوكرانيا	Okinawa
JPN	جزر ريوكيو	Ryukyu Islands
KAZ	كازاخستان	Kazakhstan
KEN	كينيا	Kenya
KGZ	كرغستان	Kyrgyzstan
KHM	كمبوديا	Cambodia
KIR	كيريباتي	Kiribati
KNA	سانت كيتس- نافيس	Saint Kitts and Nevis
KNA	سانت كريستوفر	St Christopher
KOR	كوريا الجنوبية	Korea, Republic of
KWT	الكويت	Kuwait
LAO	لاوس	Lao
LBN	لبنان	Lebanon
LBR	ليبيريا	Liberia
LBY	ليبيا	Libyan Arab Jamahiriya
LCA	سانت لوسيا	Saint Lucia
LIE	ليختنشتاين	Liechtenstein
LKA	سريلانكا	Sri Lanka
LSO	ليسوتو	Lesotho
LTU	ليتوانيا	Lithuania
LUX	لوكسمبورج	Luxembourg
LVA	لاتفيا	Latvia

MAC	ماكوايا	Macau
MAR	المغرب	Morocco
MCO	موناكو	Monaco
MDG	مدغشقر	Madagascar
MDV	مالديفيا	Maldives
MEX	المكسيك	Mexico
MHL	جزر مارشال	Marshall Islands
MKD	مقدونيا	Macedonia
MLI	مالي	Mali
MLT	مالطا	Malta
MMR	ماينمار (بورما)	Myanmar
MNE	مونتينيغرو	Montenegro
MNG	منغوليا	Mongolia
MNP	جزر ماريانا	Northern Mariana Islands
MOA	مولدافيا	Moldova, Republic of
MOZ	موزمبيق	Mozambique
MRT	موريتانيا	Mauritania
MSR	مونتسيرات	Montserrat
MTQ	مارتينيك	Martinique
MUS	موريشيوس	Mauritius
MWI	مالاوي	Malawi
MYS	ماليزيا	Malaysia
MYT	مايوت	Mayotte
NAM	ناميبيا	Namibia
NCL	كاليدونا الجديدة	New Caledonia
NER	النيجر	Niger
NFK	جزيرة نورفولك	Norfolk Island
NGA	نيجيريا	Nigeria

NIC	نيكاراجوا	Nicaragua
NIU	نيوي	Niue
NLD	هولندا	Netherlands
NOR	النرويج	Norway
NPL	نيبال	Nepal
NRU	نورو	Nauru
NZL	نيوزيلاندا	New Zealand
OMN	سلطنة عمان	Oman
PAK	باكستان	Pakistan
PAN	بنما	Panama
PCN	بييتكيرن	Pitcairn
PER	بيرو	Peru
PHL	الفلبين	Philippines
PLW	بالاو	Palau
PNG	غينيا الجديدة	Papua New Guinea
POL	بولنده	Poland
PRI	بورتوريكو	Puerto Rico
PRK	كوريا الشمالية	Korea North
PRT	البرتغال	Portugal
PRY	باراجواي	Paraguay
PSE	فلسطين	Palestinian Territory
PYF	بولينيزيا الفرنسية	French Polynesia
QAT	قطر	Qatar
REU	ريونيون	Reunion
RKS	كوسوفو	Kosovo
ROU	رومانيا	Romania
RUS	روسيا	Russian Federation
RUS	داغستان	Dagestan

RWA	رواندا	Rwanda
SAU	السعودية	Saudi Arabia
SCG	صربيا	Serbia and Montenegro
SDN	السودان	Sudan
SEN	السنغال	Senegal
SGP	سنغافوره	Singapore
SGS	جزر ساوث جورجيا ،ساندويتش	Georgia, Sandwich Isl.
SHN	سانت هيلينا	Saint Helena
SJM	سفالبارد وجان مايين	Svalbard and Jan Mayen
SLB	جزر سولومون	Solomon Islands
SLE	سيراليون	Sierra Leone
SLV	السلفادور	El Salvador
SMR	سان مارينو	San Marino
SOM	الصومال	Somalia
SPM	سان بيير وميكلون	Saint Pierre and Miquelon
SRB	صربيا	Serbia
SSD	جنوب السودان	South Sudan
STP	ساو توم	Sao Tome and Principe
SUR	سورينام	Suriname
SVK	سلوفاكيا	Slovakia
SVN	سلوفينيا	Slovenia
SWE	السويد	Sweden
SWZ	سوازيلاند	Swaziland
SYC	سيشل	Seychelles
SYR	سوريا	Syrian Arab Republic
TCA	جزر توركس وكايكوس	Turks and Caicos Islands
TCD	تشاد	Chad
TGO	توجو	Togo

THA	تايلاند	Thailand
TJK	طاجكستان	Tajikistan
TKL	توكلاو	Tokelau
TKM	ترکمانستان	Turkmenistan
TLS	تيمور	Timor-Leste
TON	تونجا	Tonga
TTO	ترينيداد	Trinidad and Tobago
TUN	تونس	Tunisia
TUR	تركيا	Turkey
TUV	توفالو	Tuvalu
TWN	تاويان	Taiwan, Province of China
TZA	تنزانيا	Tanzania
UGA	اوغندا	Uganda
UKR	اوكرانيا	Ukraine
UMI	الجزر النائية الأميركية	U S Minor Outlying Isl.
URY	اوراجواي	Uruguay
USA	المتحدة الأميركية	United States of America
UZB	اوزبكستان	Uzbekistan
VAT	الفاتيكان	Holy See (Vatican)
VCT	سانت فينسنت	St Vincent and Grenadines
VEN	فنزويلا	Venezuela
VGB	جزر فيرجين البريطانية	Virgin Islands, British
VIR	جزر فيرجين الأميركية	Virgin Islands, US
VNM	فيتنام	Viet Nam
VUT	فانواتو	Vanuatu
WLF	ويليس وفوتونا	Wallis and Futuna
WSM	ساموا	Samoa
XXX	غير محددة	Unspecified Nationality

XXX	الاتحاد السوفيتي	Soviet Union
YEM	اليمن	Yemen
ZAF	جنوب افريقيا	South Africa
ZMB	زامبيا	Zambia
ZWE	زيمبابوي	Zimbabwe
YUG	يوغسلافيا	YUGOSLAVIAN

## 9.1.11. Nationality Category

فئة الجنسية

Code	Arabic Description	English Description
1	مواطن	Citizen
2	غير مواطنين	Not Citizen
3	دول مجلس التعاون	GCC

## 9.1.12. Grade Type

نوع الدرجة الوظيفية

Code	Arabic Description	English Description
1	خاص	Special
2	كادر عام	General Law
3	درجات العدل	Judicial Grades
4	درجات دبلوماسية	Diplomatic
6	خبراء و استشاريين	Consultants
8	مكافأة شاملة	Lump Sum
9	الأجر المقطوع	Daily Wages
10	متدرب	Trainee
18	برنامج مسار	Masar Scholarship
19	مستخدمين	Services

20	مشاريح	Projects
21	أكاديمي	Academic
23	أجر بالساعة	Hourly Wages Grade
22	طلبة دكتوراة	PHD Students
24	عقد خاص	Special Contract

## 9.1.13. Promotion Type

نوع الترقية

ملاحظة:

لا تحتاج للعلاوة الدورية على أنها ترقية مالية

You don't have to send the regular raise as promotion You don't have to send the regular raise as promotion

Code	Arabic Description	English Description	Notes
EP	ترقية استثنائية	Exceptional Promotion	ترقية درجتين أو أكثر Promotion for two grades or more
NP	ترقية درجة	Normal Promotion	ترقية درجة واحدة One Grade Promotion
FP	ترقية مالية	Financial Promotion	ترقية مالية دون تغيير الدرجة Financial promotion the without changing grade
EF	ترقية مالية استثنائية	Exceptional Financial Promotion	ترقية مالية 25% أو أكثر Fincancial promotion 25% or more

## 9.1.14. Promotion Category

فئة الترقية

Code	Arabic Description	English Description
1	درجة	Grades
2	مالية	Finnacial

## 9.1.15. General Grade

## الدرجات الوظيفية

Co de	Arabic Description	English Description	نوع الدرجة Grade Type	فئة الجنس ية	رقم الدرج ة
1	درجات عامة/مواطن/الأولى	Grade/Local/1 General	عامة	مواطن	1
2	درجات عامة/مواطن/الثانية	Grade/Local/2 General	عامة	مواطن	2
3	درجات عامة/مواطن/الثالثة	Grade/Local/3 General	عامة	مواطن	3
4	درجات عامة/مواطن/الرابعة	Grade/Local/4 General	عامة	مواطن	4
5	درجات عامة/مواطن/الخام سة	Grade/Local/5 General	عامة	مواطن	5
6	درجات عامة/مواطن/الساد سة	Grade/Local/6 General	عامة	مواطن	6
7	درجات عامة/مواطن/الساب عة	Grade/Local/7 General	عامة	مواطن	7
8	درجات عامة/مواطن/الثامنة	Grade/Local/8 General	عامة	مواطن	8
9	درجات عامة/مواطن/التاسع ة	Grade/Local/9 General	عامة	مواطن	9
10	درجات عامة/مواطن/العاشر ة	Grade/Local/10 General	عامة	مواطن	10
11	درجات عامة/مواطن/الحادية عشر	Grade/Local/11 General	عامة	مواطن	11
12	درجات عامة/مواطن/الثانية عشر	Grade/Local/12 General	عامة	مواطن	12
13	درجات عامة/مواطن/الثالثة عشر	Grade/Local/13 General	عامة	مواطن	13
14	درجات عامة/مواطن/الرابعة عشر	Grade/Local/14 General	عامة	مواطن	14
15	درجات عامة/وافد/الأولى	Grade/Expatriat/1 General	عامة	وافد	1

16	درجات عامة/وافد/الثانية	Grade/Expatriat/2 General	عامة	وافد	2
17	درجات عامة/وافد/الثالثة	Grade/Expatriat/3 General	عامة	وافد	3
18	درجات عامة/وافد/الرابعة	Grade/Expatriat/4 General	عامة	وافد	4
19	درجات عامة/وافد/الخامسة	Grade/Expatriat/5 General	عامة	وافد	5
20	درجات عامة/وافد/السادسة	Grade/Expatriat/6 General	عامة	وافد	6
21	درجات عامة/وافد/السابعة	Grade/Expatriat/7 General	عامة	وافد	7
22	درجات عامة/وافد/الثامنة	Grade/Expatriat/8 General	عامة	وافد	8
23	درجات عامة/وافد/التاسعة	Grade/Expatriat/9 General	عامة	وافد	9
24	درجات عامة/وافد/العاشر	Grade/Expatriat/10 General	عامة	وافد	10
25	درجات عامة/وافد/الحادية عشر	Grade/Expatriat/11 General	عامة	وافد	11
26	درجات عامة/وافد/الثانية عشر	Grade/Expatriat/12 General	عامة	وافد	12
27	درجات عامة/وافد/الثالثة عشر	Grade/Expatriat/13 General	عامة	وافد	13
28	درجات عامة/وافد/الرابعة عشر	Grade/Expatriat/14 General	عامة	وافد	14
29	خاصة/مواطن/الوزير	Grade/Local/Minister Special	خاصة	مواطن	وزير
30	خاصة/مواطن/وكيل الوزارة	Grade/Local/Deputy Special Minister	خاصة	مواطن	وكيل وزارة
31	خاصة/مواطن/الوكيل المساعد	Grade/Local/Deputy Special Minister Assistant	خاصة	مواطن	وكيل مساعد
32	خاصة/مواطن/درج ة خاصة ( أ )	Grade/Local/Special Special Grade (A)	خاصة	مواطن	خاصة أ
33	خاصة/مواطن/درج ة خاصة (ب)	Grade/Local/Special Special Grade (B)	خاصة	مواطن	خاصة ب
34	خاصة/وافد/درجة خاصة	Special Grade/Expatriat/Special Grade	خاصة	وافد	خاصة
35	خاصة/مواطن/درج ة خاصة	Grade/Local/Special Special Grade	خاصة	مواطن	خاصة
37	أجر بالساعة/مواطن/أجر بالساعة	Hourly Wages Grade/Local/Hourly Wages Grade	أجر بالساعة	مواطن	أجر بالساعة ة

38	أجر بالساعة/وافد/أجر بالساعة	Hourly Wages Grade/Expatriat/Hourly Wages Grade	أجر بالساعة	وافد	أجر بالساع ة
39	طلبة/مواطن/طلبة	Grade/Local/Student Student Grade	طلبة	مواطن	طلبة
40	طلبة/وافد/طلبة	Student Grade/Expatriat/Student Grade	طلبة	وافد	طلبة
41	مكافأة شاملة / مواطن/ مكافأة شاملة	Sum/Local/Lump Sum Lump	مكافأة شاملة	مواطن	مكافأة شاملة
42	مكافأة شاملة / وافت/ مكافأة شاملة	Sum/Expatriat/Lump Lump Sum	مكافأة شاملة	وافد	مكافأة شاملة
43	عقد خاص/ مواطن/ عقد خاص	Special Contract/Local/Special Contract	عقد خاص	مواطن	عقد خاص
44	عقد خاص/ وافت/ عقد خاص	Special Contract/Expatriat/Special Contract	عقد خاص	وافد	عقد خاص
45	متدرب/مواطن/ متدرب	Trainee /Trainee/Local	متدرب	مواطن	متدرب ب
46	أكاديمي/مواطن/الأو لى	Academic/Local/1	أكاديمي	مواطن	1
47	أكاديمي/مواطن/الث انية	Academic/Local/2	أكاديمي	مواطن	2
48	أكاديمي/مواطن/الث الثة	Academic/Local/3	أكاديمي	مواطن	3
49	أكاديمي/مواطن/الرا بعة	Academic/Local/4	أكاديمي	مواطن	4
50	أكاديمي/مواطن/الخوا مسة	Academic/Local/5	أكاديمي	مواطن	5
51	أكاديمي/مواطن/الس ادسة	Academic/Local/6	أكاديمي	مواطن	6
52	أكاديمي/مواطن/الس ابعة	Academic/Local/7	أكاديمي	مواطن	7
53	أكاديمي/مواطن/الثام نة	Academic/Local/8	أكاديمي	مواطن	8
54	أكاديمي/مواطن/الت اسعة	Academic/Local/9	أكاديمي	مواطن	9
55	أكاديمي/مواطن/العا شرة	Academic/Local/10	أكاديمي	مواطن	10
56	أكاديمي/مواطن/الخوا دية عشر	Academic/Local/11	أكاديمي	مواطن	11
57	أكاديمي/مواطن/الث انية عشر	Academic/Local/12	أكاديمي	مواطن	12
58	أكاديمي/مواطن/الث الثة عشر	Academic/Local/13	أكاديمي	مواطن	13
59	أكاديمي/مواطن/الرا بعة عشر	Academic/Local/14	أكاديمي	مواطن	14

60	أكاديمي/وافد/الأولى	Academic/Expatriat/1	أكاديمي	وافد	1
61	أكاديمي/وافد/الثانية	Academic/Expatriat/2	أكاديمي	وافد	2
62	أكاديمي/وافد/الثالثة	Academic/Expatriat/3	أكاديمي	وافد	3
63	أكاديمي/وافد/الرابعة	Academic/Expatriat/4	أكاديمي	وافد	4
64	أكاديمي/وافد/الخامسة	Academic/Expatriat/5	أكاديمي	وافد	5
65	أكاديمي/وافد/السادسة	Academic/Expatriat/6	أكاديمي	وافد	6
66	أكاديمي/وافد/السابعة	Academic/Expatriat/7	أكاديمي	وافد	7
67	أكاديمي/وافد/الثامنة	Academic/Expatriat/8	أكاديمي	وافد	8
68	أكاديمي/وافد/التاسعة	Academic/Expatriat/9	أكاديمي	وافد	9
69	أكاديمي/وافد/العاشرة	Academic/Expatriat/10	أكاديمي	وافد	10
70	أكاديمي/وافد/الحادية عشر	Academic/Expatriat/11	أكاديمي	وافد	11
71	أكاديمي/وافد/الثانية عشر	Academic/Expatriat/12	أكاديمي	وافد	12
72	أكاديمي/وافد/الثالثة عشر	Academic/Expatriat/13	أكاديمي	وافد	13
73	أكاديمي/وافد/الرابعة عشر	Academic/Expatriat/14	أكاديمي	وافد	14
74	أكاديمي/مواطن/درجة خاصة (أ)	Special Grade/Local/Academic (A)	أكاديمي	مواطن	خاصة أ
75	أكاديمي/مواطن/درجة خاصة (ب)	Special Grade/Local/Academic (B)	أكاديمي	مواطن	خاصة ب
76	أكاديمي/وافد/درجة خاصة	Special Grade/Expatriat/Academic	أكاديمي	وافد	خاصة
77	أكاديمي/مواطن/درجة خاصة	Special Grade/Local/Academic	أكاديمي	مواطن	خاصة

## 9.1.16. Work Injury Level

اصابات العمل

Code	Arabic Description	English Description
1	طفيفة	Low
2	متوسطة	Medium
3	خطيرة	High
4	حالة حرجية	Critical

5	غير متاح	Not Available
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**9.1.17. Appraisal Result**

تقييم الأداء

Code	Arabic Description	English Description
1	يحتاج لتحسين	Improvement Need
2	يلبي التوقعات	Expectations Meet
3	يفوق التوقعات	Expectations Above
4	يفوق التوقعات بشكل ملحوظ	performance Outstanding

**9.1.18. Training Course Status**

حالة الدورة التدريبية

Code	Arabic Description	English Description
1	مخطط	Planned
2	مصادق عليه (معتمد)	Confirmed
3	ملغي	Cancelled
4	مكتمل	Completed

**9.1.19. Relationship**

صلة القرابة

Code	Arabic Description	English Description
1	الأب	Father
2	الأم	Mother
3	الإبن	Son
4	الإبنة	Daughter
5	الأخ	Brother

6	الأخت	Sister
7	الزوجة الأولى	First Wife
8	الزوجة الثانية	Second Wife
9	الزوجة الثالثة	Third Wife
10	الزوجة الرابعة	Fourth Wife
11	زوج/زوجة	Husband/Wife
12	ابن بالتبني	Adoptive Son
13	ابنة بالتبني	Daughter Adoptive
14	غير ذلك	Other
120880	غير محدد من المصدر	by source entity Not specified

## 9.1.20. Job Family

## العائلات الوظيفية

Code	Arabic Description
1	الصحة والسلامة
2	التعليم
3	البيئة والمياه
4	العلوم الطبيعية
5	القانونية/القضائية
6	السياسية/الدبلوماسية
7	الدينية
8	التنمية الاجتماعية
9	الهندسية
10	الثقافة والفنون والآداب
11	الإعلام
12	إدارة البرامج والمشاريع
13	خدمات الدعم
14	الموارد البشرية

15	المالية والمحاسبة
16	الاقتصاد والإحصاء
17	التطوير المؤسسي
18	التدقيق والحوكمة
19	تقنية المعلومات
20	العمل
21	وكيل الوزارة المساعد

## 9.1.21. Job Sub Family

## العائلات الفرعية

Code	Master Job Family	Sub Family Code	Sub Family Description
1	الصحة والسلامة		
		11	الصحة والسلامة
		12	العلاج الطبيعي
		13	الطب البشري
		14	الطب البيطري
		15	الطب الشرعي
		16	فني الطب
		17	التمريض
		18	صيدلة
		19	التثقيف الصحي
		110	التغذية
		111	السلامة المهنية
		112	مختبرات طبية
		113	الطب النفسي
		114	الترخيص الصحي

		115	الطوارئ والأزمات والكوارث
		116	الإدارة الصحية
2	التعليم		
		21	التعليم
		22	التوجيه والتقويم
		23	الإدارة المدرسية
		24	شؤون الطلبة
		25	المناهج التربوية
		26	الأنشطة التربوية والكشافة
		27	التربية الخاصة
		28	التطوير التربوي والمهني
		29	الإرشاد التربوي
		210	تقنيات ومصادر تعليمية
		211	الصحة المدرسية والرياضية
		212	الرقابة التعليمية
		213	سياسات تعليمية
3	البيئة والمياه		
		31	البيئة والمياه
		32	الموارد المائية
		33	التنمية الزراعية
		34	الأحياء البحرية والمناطق الساحلية
		35	التنمية البيئية (المناخ، الهواء، البلديات، التنقيف البيئي، الحجر البيئي، سلامة الأغذية، النفايات، الكيماويات)

		36	المحميات الطبيعية
		37	التنمية الحيوانية
		38	المختبرات البيئية
4	العلوم الطبيعية		
		41	العلوم الطبيعية
		42	الكيميائية
		43	الفيزيائية
		44	الجيولوجية
		45	الأحياء
		46	الأرصاد الجوية
		47	الرياضيات
		48	المراقبة الجوية
5	القانونية/القضائية		
		51	القانونية/القضائية
		52	السلطة القضائية
		53	الدعوى القضائية
		54	التحقيقات
		55	الإستشارات القانونية
		56	التشريعات
		57	أعوان السلطة القضائية
6	السياسية/الدبلوماسية		
		61	السياسية/الدبلوماسية
		62	إدارة السفارات
		63	السلوك الدبلوماسي
		64	حقوق الانسان

		65	المراسم والبروتوكول
		66	خدمات قنصلية
		67	المنظمات والعلاقات الدولية
7	الدينية		
		71	الدينية
		72	الوعظ والإرشاد
		73	الإفتاء
		74	إدارة المساجد
		75	الوقف
		76	شؤون القصر
8	التنمية الاجتماعية		
		81	التنمية الاجتماعية
		82	رعاية الفئات ذوي الإعاقة
		83	رعاية الأطفال والقصر
		84	رعاية المسنين
		85	التنمية الأسرية
		86	الرعاية النفسية
		87	الضمان الإجتماعي
		88	الجمعيات والعمل الأهلي
9	الهندسية		
		91	الهندسية
		92	البيترولية
		93	المعمارية
		94	الكيميائية
		95	الكهربائية

		96	المدنية
		97	الطاقة النووية
		98	الإلكترونية
		99	الميكانيكية
		910	التصميم الداخلي
		911	فني الهندسة
		912	الصناعية
		913	إدارة المشاريع الهندسية
		914	الهندسة الطبية
10	الثقافة والفنون والآداب		
		101	الثقافة والفنون والآداب
		102	الموسيقى
		103	الإخراج والتمثيل
		104	الإنتاج الفني
		105	التأليف والنشر
		106	التصميم الجرافيكي
		107	المتاحف والآثار
		108	الفنون التشكيلية
		109	المسرح
		1010	المكتبات
		1011	التراث الشعبي
		1012	التنمية المجتمعية
		1013	الفنون
		1014	الأنشطة الثقافية
11	الإعلام		

		111	الإعلام
		112	الاتصال
		113	مرئي، مسموع، إلكتروني، اجتماعي
		114	الرقابة الاعلامية
		115	التوثيق الإعلامي
		116	الإذاعة والتلفزيون
		117	التحرير والصحافة
		118	التصوير
		119	الشراكات المجتمعية
		1110	العلاقات الدولية
		1111	التسويق وإدارة الفعاليات
12	إدارة البرامج والمشاريع		
		121	إدارة البرامج والمشاريع
		122	تخطيط المشاريع
13	خدمات الدعم		
		131	خدمات الدعم
		132	الخدمات الإدارية
		133	المخازن
		134	الدعم اللوجستي
		135	الترجمة
		136	الأرشيف والتوثيق
		137	الدعم الإداري (السكرتاريا، الإستقبال)
		138	خدمة المتعاملين
14	الموارد البشرية		

		141	الموارد البشرية
		142	علاقات الموظفين
		143	الإستقطاب والتوظيف
		144	التدريب والتطوير
		145	إدارة أداء الموظفين
		146	المزايا والمكافآت
		147	تخطيط الموارد البشرية
15	المالية والمحاسبة		
		151	المالية والمحاسبة
		152	التحليل المالي
		153	الرقابة المالية
		154	العقود والمشتريات
		155	المحاسبة
		156	الميزانية
		157	الصندوق أو (الخزنة)
		158	الإيرادات والمصروفات
16	الاقتصاد والإحصاء		
		161	الاقتصاد والإحصاء
		162	الرقابة التجارية والصناعية
		163	الملكية الفكرية
		164	الاستثمار المالي
		165	الإحصاء (التحليل الإحصائي)
17	التطوير المؤسسي		
		171	التطوير المؤسسي
		172	الجودة

		173	التخطيط الإستراتيجي
		174	إدارة المعرفة
		175	التميز المؤسسي
		176	الأداء المؤسسي
		177	السياسات
		178	خدمة المتعاملين
		179	البحوث والدراسات
18	التدقيق والحوكمة		
		181	التدقيق والحوكمة
		182	التدقيق (المالي، الإداري)
		183	الحوكمة
		184	الرقابة (البيئية)
		185	إدارة المخاطر
19	تقنية المعلومات		
		191	تقنية المعلومات
		192	تحليل الاعمال
		193	إستشارات نظم المعلومات
		194	قواعد البيانات
		195	البرمجة
		196	إدارة مشاريع نظم المعلومات
		197	الشبكات
		198	تطوير الأنظمة
		199	الدعم الفني
		1910	أمن المعلومات
20	العمل		

		201	العمل
		202	تقييم سوق العمل
		203	الرقابة والتفتيش العمالي
		204	علاقات العمل
		205	شؤون العمل
21	وكيل الوزارة المساعد		
		211	وكيل الوزارة المساعد

## 9.1.22. Job Track

## المسارات الوظيفية

Code	Arabic Description	English Description
1	المسار القيادي	Track Leadership
2	المسار الإداري	Track Management
3	المسار المهني والتخصصي	and Professional Vocational Track
4	غير محدد من المصدر	from Source Not Specified
120880	معاونة	Assistance

## 9.1.23. PMO classification تصنيف رئاسة مجلس الوزراء

Code	Arabic Description	English Description
1	قيادية	Leadership
2	إشرافية	Supervisory
3	التنفيذية	Executive
4	المسار المهني والتخصصي	and Professional Vocational
5	المعاونة	Assistance
6	القيادية- أكاديمي	Academic - Leadership

7	الإشرافية - أكاديمي	Academic - Supervisory
8	التخصصية والمهنية- أكاديمي	Academic - Specialist
9	التخصصية والمهنية- مساعد أكاديمي	Academic Asst - Specialist
10	طالب	Student
11	مشروع التوطين	Training Emirtization
12	مهمة خاصة	Assignment Special
13	موظف بنظام الساعات	Hourly
14	موظف الجمعية التعاونية	Not Employee

#### 9.1.24. Appeal Status حالة التظلم

Code	Arabic Description	English Description
0	جديد	New
1	معلق	Pending
2	تم تعديله	updated Has been
3	مرفوض	Rejected
4	ملغي	Cancelled
5	منتهى	Completed

#### 9.1.25. Employee Txn تنقلات موظف

Code	Arabic Description	English Description
1	ترقية	Promotion
2	ندب داخلي	Deputation Internal
3	ندب خارجي	Deputation External
4	إعارة	Secondment
5	نقل داخلي	Transfer Internal

6	نقل خارجي	Transfer External
7	تعديل منصب	Position Change
8	تعديل وضع	Settlement
9	عودة من نقل	Return from secondment
10	تعيين	Hiring
99	غير معروف	Not Defined

#### 9.1.26. Rewards Types أنواع المكافآت

Code	Arabic Description	English Description
1	مكافآت نقدية	Cash rewards
2	مكافآت سنوية	rewards Annual
3	حوافز (مكافآت أخرى)	Other
99	غير محدد	Not Defined

#### 9.1.27. Reward Category فئة المكافأة

Code	Arabic Description	English Description
1	فئة "الموظف الاستثنائي"	Exceptional Employee
2	فئة "الموظف المبدع"	Employee Innovative
3	فئة موظف "تستاهل"	"Testahel"
4	فئة "الموظف المتميز"	Excellent
5	فئة "الموظف الاجتماعي"	Social
6	فئة "الجندي المجهول" لموظفي الفئة الخدمية والمعاونة	soldier Unknown
7	فئة "الشركاء الخارجيين"	Partners
98	غير متاح	N/A

99	غير محدد	Not Defined
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### 9.1.28. Education Level مستوى التعليمي

code	Description Arabic	Description English
0	غير محدد	Unknown / Others
1	أمي	Illiterate
2	قراءة فقط	Read only
3	قراءة وكتابة	Read and Write
4	الإبتدائية – الصف السادس	Primary (Sixth Grade)
5	الإعدادية – الصف التاسع	Preparatory (Ninth Grade)
6	الثانوية – الصف الثاني عشر	Secondary (Twelfth Grade)
8	دبلوم / ما بعد الثانوية	Diploma (Above Secondary)
9	دبلوم عالي	High Diploma
10	جامعي	Bachelors Degree
11	دبلوم دراسات عليا	Diploma (Post Graduate)
12	دبلوم عالي دراسات عليا	High Diploma (Post Graduate)
13	ماجستير	Masters Degree
14	دكتوراه	Doctorate Degree
50	الدراسات المهنية - السنة الثانية	Technical Institute Vocational Studies Year 2
51	الدراسات المهنية - السنة الأولى	Technical Institute Vocational Studies Year 1

### 9.1.29. Education Cat فئة مستوى تعليمي

code	Description Arabic	Description English
1	فوق جامعي	Master or higher
2	جامعي	Bachelor or equivalent
3	متوسط	High School
4	دون الوسط	Less than high school

99	غير محدد	Undefined
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#### 9.1.30. Salary Classification تصنيف تفاصيل الراتب

Code	Arabic Description	English Description
1	استحقاق	Earning
2	اقتطاع من الراتب	Deduction
3	مساهمة الحكومة	Employer Pension
4	أخرى	Others

#### 9.1.31. Confirmation Doc status

Code	Arabic Description	English Description
1	مخطط	Planned
2	اعتماد معلق	Pending Confirmation
3	تم الانتهاء	Completed

#### 9.1.32. Training type أنواع التدريب

Code	Arabic Description	English Description
4001	استبيان	Survey
1	المؤتمرات والندوات	Conferences & Seminars
2	الظل الوظيفي	Job shadowing, work shadowing or on-the-job learning
3	تدريب إلكتروني ذاتي	E-learning (self)
4	تدريب إلكتروني مخطط له	Online course
5	الدورات التدريبية	Instructor-led course
6	الاجازة الدراسية	Learning Vacation(outside the country)
7	التدوير الوظيفي	Orientation
8	المهام التطبيقية	Technology(Tools, Applications,...) usage

9	الاعارة	Secondment
10	تعاقب وظيفي	Succession Planning
99	غير محدد	Undefined
3001	المعرفة و الاطلاع	General Knowledge Development

### 9.1.33. Religion الديانة

Code	Arabic Description	English Description
0	غير معروفة	Unknown Religion
1	مسلم	Muslim
2	مسيحي	Christian
3	هندوسي	Hindhu
4	بوذي	Budist
5	سيخ	Sikh
6	قادياني	Kadiani
7	بهائي	Bahaei
8	يهودي	Jewish

### 9.1.34. Doctrines المذاهب

Code	Arabic Description	English Description
0000	غير محدد	Unknown
0101	سني	Sunni
0102	شيعي	She'aa
0104	سني شافعي	Suni Shafi'i
0105	سني حنفي	Sunni Hanafi
0106	سني مالكي	Suni Maleki
0107	سني حنبلي	Sunni Hanbali

<b>0201</b>	كاثوليكي	Catholic
<b>0202</b>	ارثوذكس	Orthodox

### 9.1.35. Disability الإعاقة

Code	Disability	Description
<b>0</b>	Other Disabilities	إعاقات أخرى
<b>1</b>	Autism	توحد
<b>2</b>	Hearing disabilities	إعاقة سمعية
<b>3</b>	Deafness	صمم
<b>4</b>	Hearing Impairment	ضعف سمع
<b>5</b>	Visual Disabilities	إعاقة بصرية
<b>6</b>	Blindness	عمى
<b>7</b>	Visual Impairment	ضعف بصر
<b>8</b>	Deaf Blindness	صمم وعمى
<b>9</b>	Intellectual Disabilities	إعاقة عقلية (فكرية)
<b>10</b>	Learning Disabilities	صعوبات في التعلم
<b>11</b>	Speech Or Language Impairment	اضطرابات النطق والكلام
<b>12</b>	Emotional	اضطرابات انفعالية – سلوكية
<b>13</b>	Physical Disabilities	إعاقة جسدية (جسمية)
<b>14</b>	Orthopedic Impairment or Disorders	اضطرابات عضلية – هيكلية
<b>15</b>	Multiple Disabilities	إعاقة متعددة
<b>99</b>	Recovered	شفي من الإعاقة

### 9.1.36. Error Types أنواع أخطاء النظام

Cod e	Arabic Description	English Description
<b>0</b>	العملية تمت بنجاح	OPERATION_SUCCESS

1	حقل اجباري يجب ان يحتوي قيمة	ERROR_CODE_MANDATORY_FILED_MISSING
2	طول الحقل أكبر من الطول المسموح به	ERROR_CODE_MAX_LENGTH_EXCEEDED
3	بنية الحقل خطأ	ERROR_CODE_INCORRECT_FIELD_FORMAT
4	حقل واحد فقط يجب ان يحتوي قيمة	ERROR_CODE_ONE_MUST_BE_FILLED
5	جميع الحقول يجب ان تحتوي قيمة	ERROR_CODE_ALL_MUST_BE_FILLED
6	القيمة لا تنتمي لمجموعة القيم المسموح بها لهذا الحقل	ERROR_CODE_INCORRECT_ENUM_VALUE
7	طول الحقل أصغر من الطول الأصغر المسموح به	ERROR_CODE_MIN_LENGTH_REQUIRED
8	التاريخ أصغر من القيمة المسموح بها	ERROR_MIN_DATE
9	التاريخ أكبر من القيمة المسموح بها	ERROR_MAX_DATE
10	التاريخ لا يقع ضمن المجال المسموح به	ERROR_INVALID_DATE_RANGE
11	قيمة الحقل تقع خارج المجال المسموح به	ERROR_INVALID_RANGE
12	قيمة الحقل يجب ان تحتوي حرف واحد على الأقل	ERROR_BLANK_FIELD
13	قيمة الحقل أكبر من القيمة المسموح بها	ERROR_CODE_MAX_VALUE_EXCEEDED
14	قيمة الحقل أصغر من القيمة المسموح بها	ERROR_CODE_MIN_VALUE_REQUIRED
15	خطأ أثناء التحقق من قاعدة عمل	ERROR_CODE_BUSINESS_RULE_VIOLATED
99	خطأ داخلي في النظام	ERROR_CODE_INTERNAL
100	خطأ أثناء تخزين الحركة في قاعدة البيانات	ERROR_TECHNICAL_DB

#### 9.1.37. Leave Status Codes حالات الإجازة

Code	Arabic Description	English Description
0	رُفُضَتْ	REJECTED
1	مطلوب تعديلها	Request For Change
2	تم الموافقة عليها	APPROVED
3	تم تحويلها	FORWARD
4	تم تقديم الإجازة	SUBMIT
5	تم إعادة تقديم الإجازة	RESUBMIT
6	تم تحويلها للسنة التالية	TRANSFER

7	حفظها كمسودة	Save For Later
8	غير محدد من المصدر	Not specified from the Source

### 9.1.38. Attachment Type أنواع المرفقات

Cod e	Desc Ar	Desc En	Full Description
1	جواز سفر	Passport Number	
2	الهوية الإماراتية	Emirates ID	
3	عقد التوظيف	Employment Contract	يستخدم لوثائق عقود التوظيف
4	الصورة الشخصية	Personal Photo	
5	خلاصة القيد	Family Book	خلاصة القيد للمواطنين
6	وثيقة تصريح الإقامة	Residency visa document	وثيقة تمنح أحد الأفراد من جنسية أجنبية تصريحاً قانونياً بالإقامة
7	وثيقة شهادة الميلاد	Birth Certificate	وثيقة تحدد واقعة ميلاد
8	الخدمة الاحتياطية	National Service	تستخدم لوثائق الخدمة الاحتياطية
9	الشهادة التخصصية	Qualification document	تستخدم لوثائق الشهادات التخصصية
10	الشهادة العلمية	Educational Degree Certificate	مستند يحدد المؤهل العلمي الذي تم الحصول عليه
11	الخدمة الاحتياطية	Backup National service	تستخدم لوثائق الخدمة الوطنية الاحتياطية - للمواطنين
12	صندوق المعاشات	Pension document	تستخدم لوثائق الضمان الاجتماعي - للمواطنين
13	عقد الزواج	Marriage Contract	
14	عقد الطلاق	Divorce Contract	
15	وثيقة تعهد السلوك المهني	Code of Professional Conduct	
16	وثيقة حالة الإعاقة	Disability Status Documents	تستخدم في حالات وجود وثيقة تثبت وجود إعاقة ما
17	رخصة القيادة	Driving License	وثيقة تمنح إذنًا بقيادة المركبات من فئة معينة
99	مرفقات أخرى	Other	تستخدم في حالة عدم إرفاق وثيقة غير مشمولة فيما سبق
18	شهادة طبية	Medical Certificate	وثيقة يتم إصدارها بواسطة طبيب أو مستشفى تحدد الأمراض المصاب بها شخص ما
19	شهادة الوفاة	Death Certificate	
20	وثيقة تصريح العمل	Work Permit document	

21	شهادة تدريب	Training Certificate	مستند يتم إصداره عند إتمام برنامج تدريبي
22	تأشيرة دخول الدولة	VISA	وثيقة سفر مطلوبة لإنهاء إجراءات الدخول لأفراد من جنسيات أجنبية
23	خطة التطوع	Volunteer plan	وثيقة خطة التطوع الخاصة بالجهة
25	السيرة الذاتية	Resume	
26	رسالة طلب عمل	Cover Letter	
120 880	غير محدد من المصدر	Not specified from the Source	Used in case of the attachment type is null in the source entity تستخدم في حال عدم توفر نوع المرفق في أنظمة الجهة

#### 9.1.39. Attachment Status حالة المرفق

Code	Arabic Desc	English Desc	Full Description
1	مصدّقة	Attested	الوثيقة مصدقة
2	مسودة	Draft	مسودة
3	موافق عليها	Approved	وثيقة تم الموافقة عليها
99	غير معروف	Unknown	
120880	غير محدد من المصدر	Undefined	This is equal to null (default)

#### 9.1.40. Volunteer Type انواع التطوع

Code	Arabic Description	English Description
0	غير معروف	Unknown Volunteer
1	تطوع داخلي	Internal Volunteer
2	تطوع خارجي	External Volunteer
99	غير معروف	Not defined
120880	غير محدد من المصدر	Not specified from the Source

#### 9.1.41. Organization Unit Classification (تصنيف الوحدة التنظيمية)

Code	Arabic Description	English Description
C	أساسي	Core

S	وحدة داعمة	Support
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#### 9.1.42. Job Classification تصنيف الوظيفة

Code	Arabic Description	English Description
C	أساسي	Core
S	خدمات مساندة	Support

#### 9.1.43. Job Type \ Criticality نوع الوظيفة من ناحية الأهمية

Code	Arabic Description	English Description
1	Essential	أولي
2	Miscellaneous	متنوع
3	Elemental	أساسي
4	Mandatory (Creitical)	الزامي (حرجة)

#### 9.1.44. Position Type نوع المنصب

Code	Arabic Desc	English Desc
NONE	لا شيء	None
POOLED	مجمع	Pooled
SHARED	مشترك	Shared
SINGLE	صاحب منصب فردي	Single Incumbent

#### 9.1.45. PMS Objective Type نوع الهدف نظام إدارة الأداء

Code	Arabic Description	English Description
01	خطة استراتيجية	Strategic Plan
02	الخطة التشغيلية	Operational Plan

#### 9.1.46. Employee Type (Attendance system)

Code	Arabic Description	English Description
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1	موظف	Employee
2	موظفوا التعاھد	Outsource

#### 9.1.47. Exit Permit type (Attendance system)- إھن الخروج

Code	Arabic Desc	English Desc	Full Desc
EXAM	استھذان للدراسة	Attending Classes	Attending Classes
FEEDING	ساعات الرضاعة	Baby Feeding	Baby Feeding
TRAINING	دورة تدريبية	Training	Training
MEDICAL	طبي	Medical	Medical
OFFICIAL	رسمي	Official	Official
PERSONAL	شخصي	Personal	Personal

#### 9.1.48. Attendance Status (Attendance system)- حالة الحضور

Code	Arabic Description	English Description
A	غياب	Absent
EO	خروج متأخر	Early Out
H	عطلة	Holiday
L	إجازة	Leave
LI	دخول متأخر	Late Entry
NI	دخول غير مسجل	Missing In Time
NO	خروج غير مسجل	Missing Out Time
R	عطلة نهاية الأسبوع	Weekend

#### 9.1.49. Job Bragging Type (Job Budgeting) - الوظيفة شاغرة لـ

Code	Arabic Description	English Description
10	التعيين الجديد	New Hire
20	الترقيات	Promotion
30	ندب	Deputation
40	تعديل المسمى الوظيفي	Change Position
50	إعارة	Secondment
60	تسوية الوضع	Settlement
70	تسكين	Mapping

80	نقل	Transfer
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#### 9.1.50. Employment Type (IRecruitment) – انواع التوظيف

Code	Arabic Description	English Description
EITHER	ايهما	Either
FULLTIME	دوام كامل	Full Time
PARTTIME	دوام جزئي	Part Time

#### 9.1.51. Experience Level-مستوى الخبرة

#### 9.1.52. Job Desirability (IRec)

الحاجة للوظيفة نظام التوظيف الالكتروني

Code	Arabic Description	English Description
N	مرغوب	Desirable
Y	أساسي	Essential

#### 9.1.53. Skill Level (IRec)

Code	Arabic Description	English Description	Full Description
1008	مبتدئ	Beginner	Beginner - General
1009	ممارس المهنة	Practitioner	Practitioner - General
1010	خبير	Expert	Expert - General
3001	IBT	IBT	IBT - TOFEL
3002	PBT	PBT	PBT - TOFEL
3003	CBT	CBT	CBT - TOFEL

3006	أيلتس-عام	General	General - IELTS
3007	أيلتس-أكاديمي	Academic	Academic - IELTS

#### 9.1.54. Job Status

حالة الوظيفة

Code	Arabic Description	English Description
AE_OCCUPIED	حتمي	Occupied
AE_RESERVED	محجوز - للاعتماد	Reserved
AE_VACANT	شاغر	Vacant
AE_VACANT_END	شاغر - انتهاء خدمة	Vacant - End Employment
AE_ASSIGN	محجوز - تم الاعتماد	Ready To Assign

#### 9.1.55. Vacancy Type (Job Budget)- أنواع الشواغر

Code	Arabic Description	English Description
1	تعيين	New Hire
2	ترقية	Promotion
3	إلغاء ترقية	Cancel Promotion
4	نهاية خدمة	End of service
5	نقل إلى كادر	Transfer to Another Staff

#### 9.1.56. Grade Category (Job Budget) – فئة الدرجة

Code	Arabic Description	English Description
1	كادر محلي	Local
2	كادر اتحادي	Federal

**9.1.57. PMO – Objective Source**

Code	Arabic Description	English Description
1	تم النسخ من مكتبة الأهداف	Copied from Objective library
2	تم النسخ من الاهداف السابقة	Copied from Previous Objectives
3	تم النسخ من الخطة التشغيلية	Copies of the operational plan
4	تم تكوين الهدف بواسطة الموظف	Created by employee
<b>120880</b>	غير محدد من المصدر	Not specified from the Source

Note: Not specified from the source will affect the KPIs

**9.1.58. I.D.P Source** مصدر خطة التطوير الفردية

Code	Arabic Description	English Description
1	كفاءة سلوكية	Behavioural Competency
2	كفاءة فنية	Technical Competence
3	هدف	Objectives
4	غير محدد	Not specified

**9.1.59. I.D.P Course Source** مصدر الدورة المرتبطة بخطة التطوير الفردية

Code	Arabic Description	English Description
1	مأخوذة من بنك الدورات	Course Bank
2	غير ذلك	Others
3	غير محدد	Not specified

**9.1.60. Mission Type** نوع المهمة الرسمية

Code	Arabic Description	English Description
1	مؤتمر	Conference
2	فعالية	Event

3	تطوع	Volunteer
4	ورشة	Workshop
5	أخرى	Other
6	غير محدد	Not specified

#### 9.1.61. Job Category (Hiring Efficiency)

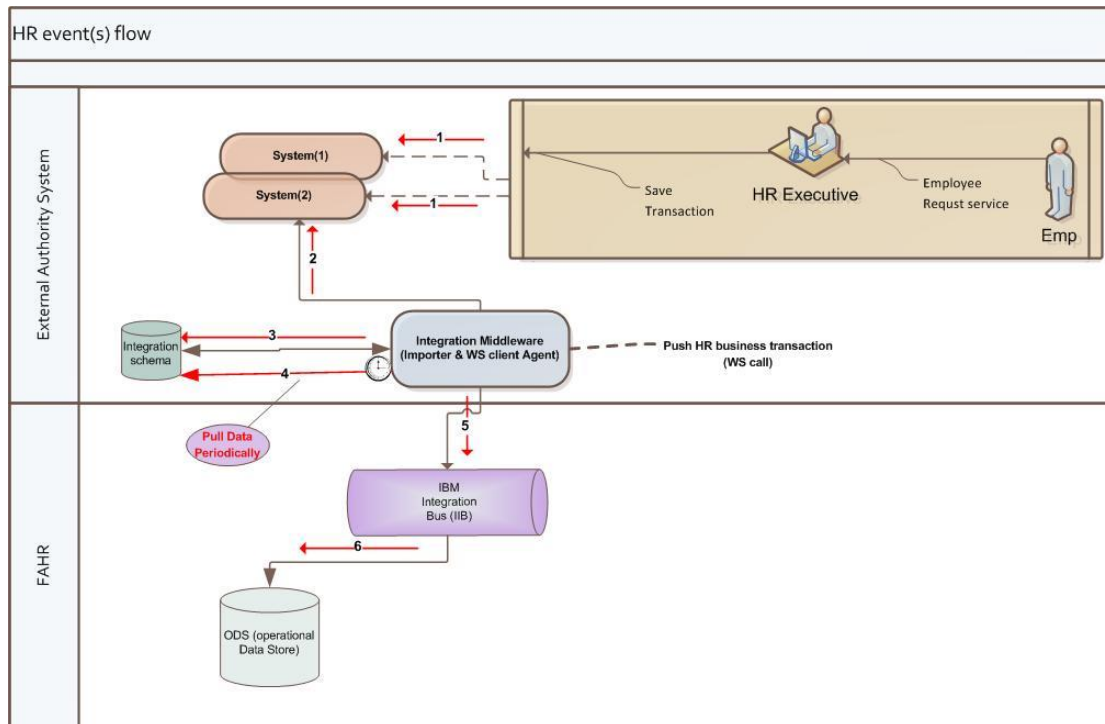
Code	Arabic Description	English Description
01	القيادية	Leadership
02	الإشرافية	Supervisory
03	التنفيذية	Executives
04	التخصصية والمهنية	Technical and Professional
05	المعاونة	Auxiliary Staff

#### 9.1.62. Competency Type نوع الكفاءة

Code	Arabic Description	English Description
1	كفاءة سلوكية	Behavioural Competency
2	كفاءة فنية	Technical Competence

### 9.2. Suggested Design for external authority

The following proposed design is using a web service technology (WS client) in order to submit the required business transactions, also it is using push mechanism in order to submit those transactions (The request initiator is EA)



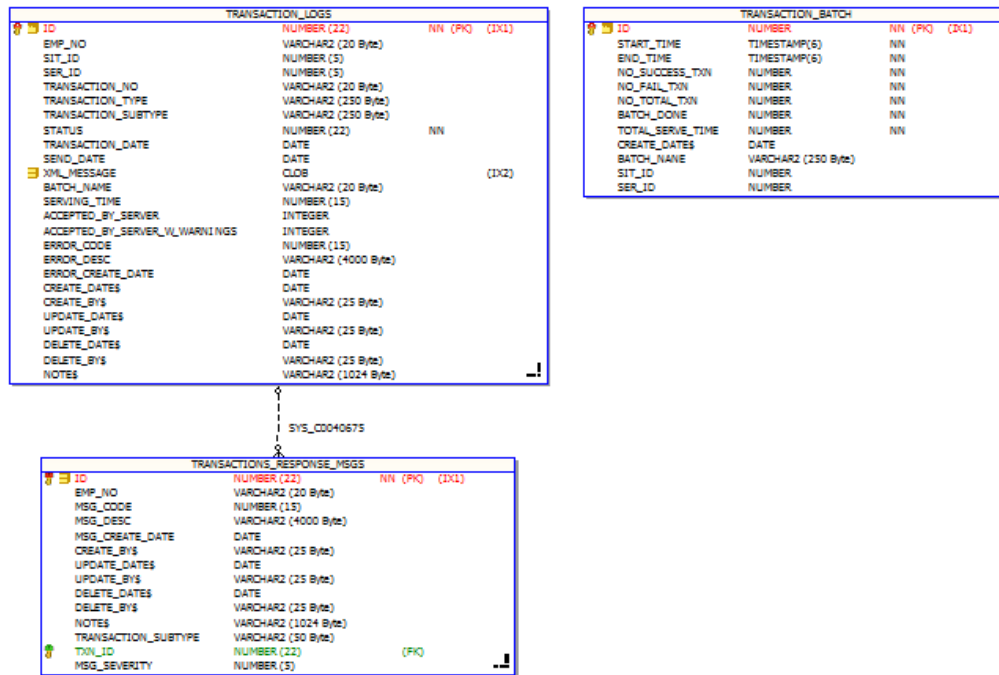
- 1- An AE may have more than an internal system to integrate with FAHR ESB, for example:
  - HR System.
  - Learning Management System.
  - Performance Management System (PMS)
- 2- An integration middleware is required from an EA side in order to manage the integration with the ESB.
- 3- The integration middleware shall periodically check all new transactions and collect them from the related internal system(s) **(Step 1)**.
- 4- Generate the proper XML message for each event and save those messages in a schema or database called Integration DB **(Step 2)**
- 5- An EA shall run an internal job on the integration middleware in order to retrieve the new messages **(Step 3)** and push them to the ESB using web service call (SOAP over HTTPS) **(Step 4)**.
- 6- The IIB shall do the following tasks internally:
  - a. Extract the message.
  - b. Authentication.
  - c. Authorization.
  - d. Data type validation.
  - e. Business Rule validation.
  - f. Audit Trail & Message Logging.

- g. Data virtualization.
  - h. Message flow and service composition (if required), for example:  
Call EIDA web service to verify the IDN.
- 7- Message will be saved into an intermediate DB or schema (ODS DB) **(Step 5)**
- 8- Bayanati will retrieve the updated details of employee details & required transactions.

### 9.2.1. API's List

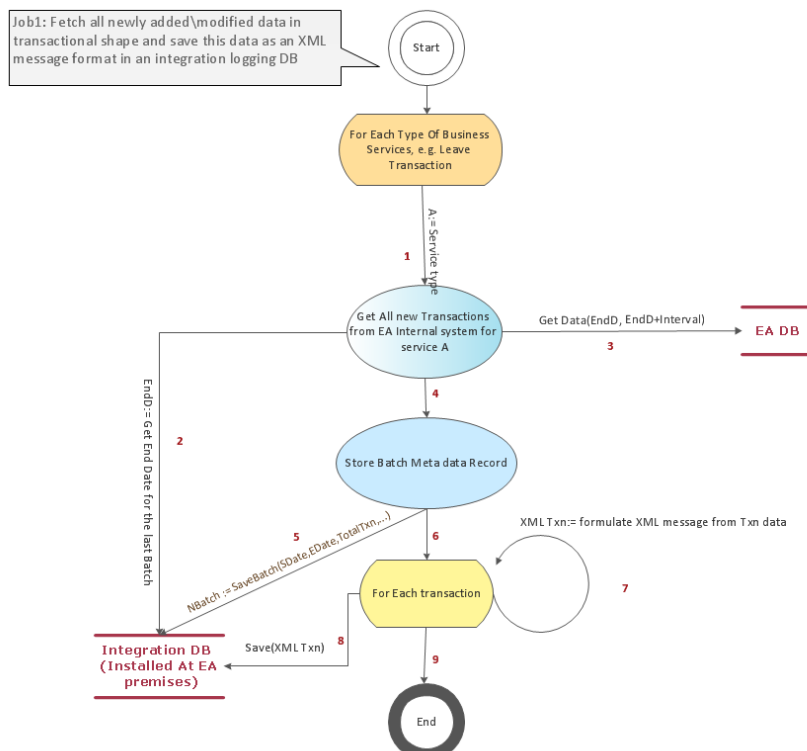
ID	Description	Comments
1.	Job to fetch new transaction from EA internal system(s), formulate the XML messages, and save them into an intermediate database (Step 2 in Above diagram)	Job
2.	Job to get the new messages and call FAHR ESB to send those transaction (Step 4 in the above diagram)	Job
3.	<i>db_fahr_esb_send_service_prc</i>	Procedure
4.	<i>db_fahr_esb_fetch_new_transaction_prc</i>	Procedure

### 9.2.2. Data Model Diagram

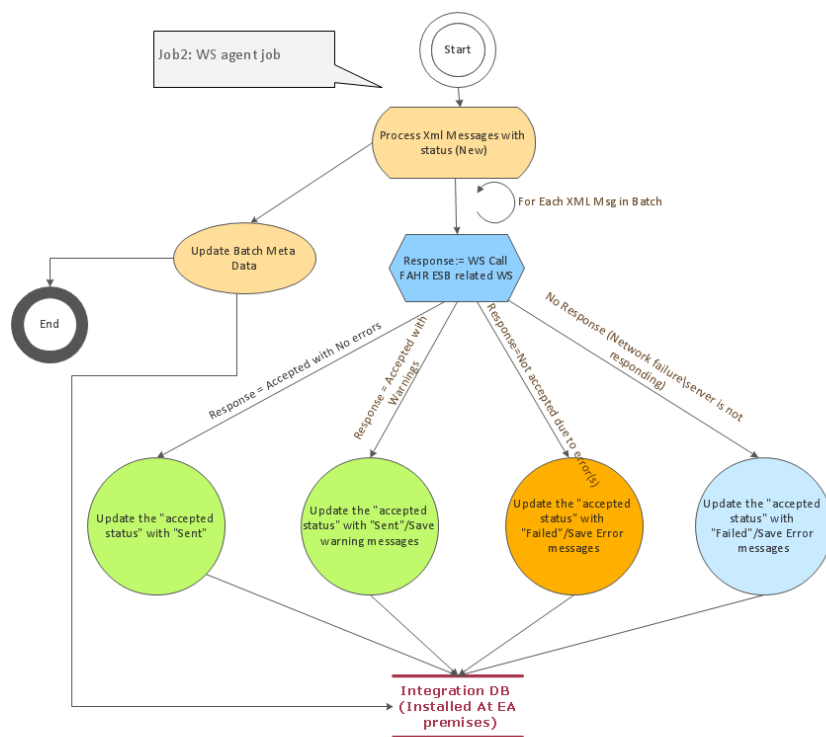


### 9.2.3. Jobs flowchart

#### 9.2.3.1. Job: Fetch data from EA's internal system



- 1- This Job will run periodically for example, once every day.
- 2- Get the end date for the last batch which was saved in the EA-FAHR integration DB.
- 3- Query the relevant internal system and get the required data between the new start Date (end date for the last saved batch) and new end date (start date + Interval): where the interval is configurable value, something like 24 hours.
- 4- For each record that was returned by the previous query:
  - a. Prepare the required web service XML message.
  - b. Save the XML message in the integration DB which is installed at EA premises.
- 5- Serve the new batch if the end date < current date.



### 9.2.3.2. Job: Web service client Agent

- 1- Get all XmlMsgs with status "New" which means not served yet, and order them for older to newer.
- 2- For each Msg in AllMsgs:

- i. Response := Call the required FAHR ESB web service by using service ID.
  - ii. If (Reponse.acceptedflag = true && no warning messages) then
    - 1. Update Msg.status= sent
    - 2. Update Msg in DB
  - iii. If (Response.acceptedflag = true && there are warning messages) then
    - 1. Update Msg.status = Sent.
    - 2. Save Msg.warningmessages
    - 3. Update Msg in DB
  - iv. If (Response.acceptedflag = false) then
    - 1. Update Msg.status = Failed.
    - 2. Save Msg.errormessages.
    - 3. Update Msg in DB.
  - v. If (IO Error) then
    - 1. Keep the msg.status = "New" in order to try new interval.
    - 2. Save IO Exception for monitoring.
    - 3. Update Msg in DB
- 3- Update the related batch details:
- a. Status = "Done"
  - b. Total serving time = Sum(serving time(Msg)) where serving time means Delta(before WS call, after WS call)

#### Notes:

- 1- Don't try to resend XML message with status = "Failed" because it will again fail.
- 2- Xml message with status "Failed" will be corrected by operation team between FAHR and EA.

### 9.2.4. Database Table Description

#### 9.2.4.1. TRANSACTION\_BATCH

This table contains the batch details.

The agent retrieves the transactional data from EA's internal system(s) in a batch (between two dates), so this table will monitor the batching process.

NO	Table Name	Description		
		NO	Column	Comments
1	TRANSACTION_BATCH	1.	ID	PK
		2.	START_TIME (Timestamp)	The start time of the batch (from which date you pull the data from the internal system), this date is included ( $\geq$ )
		3.	END_TIME (Timestamp)	The end date of the batch (To which date you pull the data from the internal system) The exact end date is excluded ( $<$ )
		4.	NO_SUCCESS_TXN	Total number of transactions within this batch that were sent to FAHR ESB successfully
		5.	NO_FAIL_TXN	Total Number of business transactions within this batch that were sent to FAHR ESB, but failed due to some error\business rule violations...
		6.	NO_TOTAL_TXN	Total number of business transactions within this batch  Logically; NO_TOTAL_TXN = NO_FAIL_TXN + NO_SUCCESS_TXN
		7.	BATCH_DONE flag	0.Batch is still not served by Web service (not yet sent to FAHR) 1.Batch has been served (sent to FAHR ESB)
		8.	TOTAL_SERVE_TIME	Sum(serve time (each transaction))
		9.	CREATE_DATE\$	Batch creation date
		10.	BATCH_NAME	Unique name for batch, for example: BAT21321321321 BAT + current system date
		11.	SIT_ID	Unique number for each site, please check the FAHR Lookup.xlsx
		12.	SER_ID	Business service id, please check the FAHR lookup.xlsx

#### 9.2.4.2. TRANSACTION\_LOGS

This table will contain all the messages that are related to FAHR ESB integration.

NO	Table Name	Description		
		NO	Column	Comments
2	Transaction_Logs	13.	ID	PK
		14.	EMP_NO	Employee No, in case of the transaction is not related to an employee, this value will be NULL.
		15.	SIT_ID	EA Fixed unique value for each entity, please check FAHR ESB Lookup.xlsx
		16.	SER_ID	Business service ID, please check FAHR ESB Lookup.xlsx
		17.	TRANSACTION_NO	Business transaction reference No.
		18.	TRANSACTION_TYPE	"Submit", "Rollback"
		19.	TRANSACTION_SUBTYPE	Transaction Subtype Example: "C" : Create "U": Update

				Please check the supported transaction subtype for each service.
		20.	STATUS	1. New 2.Sent. 3.Failed. 4.Cancelled.
		21.	TRANSACTION_DATE	The business transaction date
		22.	SEND_DATE	WS call time stamp
		23.	XML_MESSAGE (CLOB)	The XML message to be consumed by the web service agent.
		24.	BATCH_NAME	To which batch the message belongs to.
		25.	SERVING_TIME	Delta(Time after WS call, Time before WS call)
		26.	ACCEPTED_BY_SERVER flag	1. XML message has been received and accepted by the FAHR ESB system after validating the message. 0. XML message has been received but not accepted due to an error(s) in the message
		27.	ACCEPTED_BY_SERVER_W_WARNING flag	1. XML message has been received and accepted by the FAHR ESB system after validating the message, but with warning messages, e.g. Invalid Emirates ID number. 0. No warning messages.
		28.	ERROR_CODE	Used in case of connection failure\FAHR ESB system is down, otherwise use "TRANSACTION_RESPONSE_MSG" to save the returned errors\warnings
		29.	ERROR_DESC	Error description using in case of connection failure\FAHR ESB system is down; otherwise use "TRANSACTION_RESPONSE_MSG" to save the returned errors\warnings. E.g. IO Exception: Connection refused.
		30.	ERROR_CREATE_DATE\$	Error create date timestamp
		31.	CREATE_BY\$	
		32.	UPDATE_DATE\$	The update timestamp of the message record
		33.	UPDATE_BY\$	
		34.	DELETE_DATE\$	The timestamp of marking this record as deleted (used for purge job later)
		35.	DELETE_BY\$	
		36.	NOTE\$	Free notes

#### 9.2.4.3. TRANSACTIONS\_RESPONSE\_MSG

This table will contain all the messages returned in WS response.

Each response may contain more than one message, depends on the message validation process in FAHR ESB system.

Each message has severity:

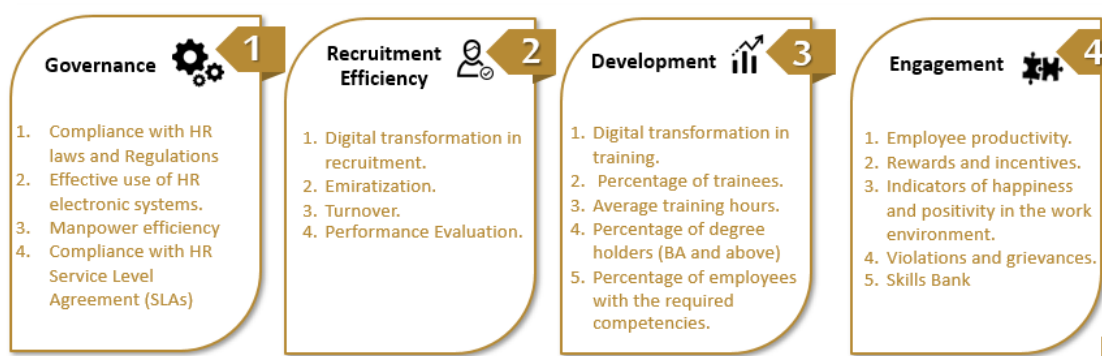
- Informational: example, Message has been received successfully.

- Warning: example, Invalid Emirates ID.
- Error: example, Employee number is missing.
- Critical: example, internal server error.

NO	Table Name	Description		
3	TRANSACTIONS_RESPONSE_MSGS	NO	Column	Comments
		1.	ID	PK
		2.	EMP_NO	Employee No.
		3.	MSG_CODE	Message code, please check error codes in FAHR ESB Lookup.xlsx Example: 1. ERROR_CODE_MANDATORY_FILED_MISSING 2. ERROR_CODE_MAX_LENGTH_EXCEEDED 3. ERROR_CODE_INCORRECT_FIELD_FORMAT
		4.	MSG_DESC	Field name which has an issue e.g. unifiedno Field name + code will tell you what the data type validation issue and in which field.  Example: MSG_CODE (1) MSG_DESC (employeeno) It means missing mandatory field (employeeno)
		5.	MSG_CREATE_DATE	Record create time stamp
		6.	CREATE_BY\$	
		7.	CREATE_DATE\$	
		8.	UPDATE_DATE\$	
		9.	UPDATED_BY\$	
		10.	DELETE_DATE\$	
		11.	DELETED_BY\$	
		12.	NOTE\$	

## 10 The Indicators of the Human Resources Enablers in the Federal Government According to the Human Resources Maturity Index “HRMI”

HRMI means The mechanism used to measure the maturity level of human resources practices is based on the classifying the functions of human resources into four main pillars according to human resource competencies: governance, recruitment efficiency, development, and engagement. These pillars are in line with the strategic priorities of the Government of the United Arab Emirates. Each pillar containing the following main KPIs:



You can find the full reference of all KPIs by using this [LINK](#)

Or open it directly from here



HRMI KPIs and Equations.pptx