



# Staffing Exchange Protocol™ 1.2

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## Technical Note

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StaffingExchangeProtocol-1\_2

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**Editor:**

Kim Bartkus, HR-XML Consortium

**Authors:**

Brad Harris, Modulelink  
Chuck Allen, HR-XML Consortium  
Gail Bubsey, Kelly Services  
Jason Crickmer, Hire.com  
Jeff Grayson, Referral Network  
Mark Ingram, SAP  
Alan Vouk, Peopleclick

**Contributors:**

Members of the Recruiting and Staffing work group

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## Abstract

This document describes the Staffing Exchange Document types and related business processes.

## Status of this Document

The key words "MUST", "MUST NOT", "REQUIRED", "SHALL", "SHALL NOT", "SHOULD", "SHOULD NOT", "RECOMMENDED", "MAY", and "OPTIONAL" in this document are to be interpreted as described in RFC 2119.

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## 1 Overview

### 1.1 Objective

As XML has matured, many organizations have moved from DTD to Schema, which allows for more flexibility and functionality. SEP 1.0 and 1.1 were offered in DTD only. SEP 1.2 will be a straight conversion of SEP 1.1 (DTD) to Schema. The structure, attributes and functionality will be identical to SEP 1.1.

The Staffing Exchange Protocol (SEP) is an XML-based messaging specification that supports many common types of Internet staffing transactions. Transactions supported by Staffing Exchange Protocol include the posting of job or position opportunities to job boards and other recruiting and sourcing venues and the return of job seeker, or candidate, data related to those postings. The protocol also supports the updating and recalling of job postings, the supplying of contact information for a job candidate where only partial information initially was supplied, and the supplying of employer feedback to job seeker suppliers on postings that have been filled.

Staffing Exchange Protocol delineates the following document types and the transactions they facilitate:

- JobPositionPosting
- JobPositionSeeker
- JobPositionSeekerFeedback

### 1.2 Design Requirements

#### 1.2.1 Recruiting and Staffing Problem Domain

The Internet has transformed the way employers recruit workers and the way Job/Position Seekers find employment. Much of this change has been positive. For instance, the Internet gives hiring organizations instant access to Job/Position Seekers around the globe. Other media and recruiting venues, such as newspapers and job fairs, often are not nearly as productive in reaching the technical specialists in high demand by employers today. Similarly, many Job/Position Seekers have been able to locate attractive job opportunities by making their resumes available over the Internet.

While the Internet has transformed the recruiting process dramatically, the current Internet-enabled recruiting environment still poses many problems and challenges. Some of the major areas of concern are listed below:

- Hiring organizations often have difficulty filling Job/Positions with qualified Job/Position Seekers because skill requirements are increasingly specialized and in short supply.
- Today most recruiting data is transferred or stored in proprietary word processing formats, Hypertext Markup Language (HTML), proprietary database formats, or plain text files. This makes the data difficult to search, index, retrieve, and reuse.
- Submissions of resumes by or on behalf of Job/Position Seekers are not tied back to Job/Position Postings in a standard, reliable way. This results in data management challenges and lost staffing opportunities.
- Integrating human resource management systems with Internet-based recruiting venues and services is made difficult by the wide variety of XML and non-XML data exchange formats in use today.
- The increasing volume of recruiting data and the increasing velocity with which it is created and transferred makes it difficult for employers and recruiters to effectively use and manage recruiting data.
- E-procurement systems coming into widespread use do not contain process or functionality specifically relating to the procurement of contingent staffing. Standardized XML can enable data to flow in and out of e-procurement systems in a more efficient manner.

### 1.2.2 Business Benefits

Industry-standard XML provides the means for a company to transact with many other companies without having to establish, engineer, and implement many separate interchange mechanisms.

Some of the other possible benefits of applying industry-standard XML to recruiting and HR functions are outlined below:

- **‘Smart’ requisitioning.** Standardized XML vocabularies will allow the development of interfaces with Human Resource Management Systems that enable requisitions and Job/Position Postings to flow seamlessly from employer systems to online recruiting systems. Standardized vocabularies can provide the framework that enables data exchange as well as electronic purchasing.
- **‘Write once and use everywhere.’** Standardized XML vocabularies for resume, Job/Position Posting, and Job/Position Seeker information will enable employers and recruiters to prepare documents once and post them to multiple job board sites without the need to negotiate the format or protocol.
- **Precision matching.** A standardized document system for the assessment of Job/Position Postings and Job/Position Seekers in XML will enable matching of Job/Position Postings and Job/Position Seekers with greater precision.
- **Knowledge management.** In an information-driven economy, a business’s ability to track “who knows what” is increasingly important to business success. Standardized XML vocabularies for “skills and qualifications” information will help employers better manage their knowledge base.
- **Elimination of manual data capture/processing.** The “write once and reuse” characteristics of XML will eliminate manual data capture and processing tasks common today for HR and recruiting data - for example, scanning or keying data.

## 1.3 Scope

This section briefly reviews the major components of the SEP specification, items specifically within the scope of the protocol, and those items specifically outside the scope of the protocol.

The elements of HR-XML SEP relating to a Job or a Position are prefixed with `JobPosition` to support the variety of staffing models. For instance, the three document types used in SEP are `JobPositionPosting`, `JobPositionSeeker`, and `JobPositionSeekerFeedback`. Care should be taken when implementing this model for organizations that differentiate between Job-based and Position-based staffing.

The SEP defines document types that business partners use to process transactions, and facilitate business processes, but neither transactions nor business processes are explicit in this standard.

The specification was developed to enable global use and therefore, may contain information that is acceptable to collect in one location and unlawful to collect in another location.

### 1.3.1 Major Components

Major components of this protocol specification are:

- **Models of supported recruiting and staffing processes.** By modeling supported business processes, the standard provides a general context for understanding and implementing the protocol's data exchange rules. The intent is not to impose a particular recruiting and staffing model or process on implementers of the protocol.
- **Interaction definitions.** An interaction definition sets out the rules governing a specific document exchange. An interaction definition includes:
  - specification of the message flow or "dialog" between process-compliant parties;
  - definition of actions to be performed, for example, "Create `JobPositionPosting`";
  - identification of the message payload to be exchanged; and
  - specification of success and failure cases and corresponding return codes.
- **Schema (xsd).** Schema sets constraints on the structure and content of the SEP documents. Additional schemas have been developed by the HR-XML Consortium to define the exchange and transport of the SEP documents. See Related Documents, Envelope Transport Specification 1.1 for more information. The schemas used to structure the staffing exchanges set out in this specification are:
  - `JobPositionPosting` - defines the data structure of Job/Position Postings.
  - `JobPositionSeeker` - defines the data structure of Job/ Position Seeker information, including resumes, returned in response to a Job/Position Posting.

- JobPositionSeekerFeedback – defines the data structure for feedback pertaining to the Job/Position Seeker in relation to a set of Job/Position Postings.

### **1.3.2 Items Within the Design Scope**

Business processes defined by SEP 1.2 are:

- Ability for Job/Position Posting Suppliers (JPPS) to post Jobs
- Ability to update Job/Position Posting information
- Ability to push pull Job/Position Seeker information to/from JPPS
- Support hiring organization feedback on Job/Position Seeker
- Ability to update Job/Position Seeker information
- Support use of JobPositionPosting to pass contingent labor order specific information
- Ability to track sourcing of Job/Position Seekers

### **1.3.3 Items Outside of Design Scope**

- Billing and payment
- Asynchronous Data Exchange
- Batch Document Processing
- Skills Taxonomies
- Security and privacy (This will be the responsibility of implementers)
- Posting to multiple locations
- Job/Position Seeker Search

## **1.4 Compliance**

The HR-XML Consortium's objective is to encourage organizations to adopt and implement the SEP standard. Because standards only work if they are used uniformly, compliance is a critical issue. Only through a common understanding of what it means to be compliant can member organizations transparently interact using the standard.

SEP defines two levels of compliance:

- **Data Compliance**
- **Process Compliance**

These compliance levels are hierarchal. Data compliance is the more basic level of compliance. An organization can be data compliant and not be process compliant. Process compliance requires an organization is also data compliant. An organization cannot be process compliant without being data compliant.

### **1.4.1 Data Compliance**

Data compliance is the basic level of SEP compliance. An organization is considered to be 'data compliant' if they are capable of consuming and/or supplying *valid* HR-XML documents. An organization may also be compliant for only one document type but not all document types.

Additionally, an organization may be compliant when they do not include information that is unlawful to collect in a particular location.

### **1.4.2 Process Compliance**

Process compliance indicates an organization has implemented the transactional patterns specified in the SEP specification. The SEP supported transactional pattern includes specifications for transmitting payloads within envelopes and for the return of a response to complete a transaction. Process compliance requires that an organization first be data compliant. However, only those document types used for that process compliance are required.

NOTE: The HR-XML Consortium does not dictate the type of transport or envelope(s) used by SEP implementers. However, the Consortium has published a Provisional Envelope Specification. The Provisional Envelope Specification is intended to allow business partners to implement SEP in the absence of either de facto or de jure standards for envelope and transport in the B2B Internet environment. In addition, the Provisional Envelope Specification, together with the business processes descriptions (see Section 3, Business Processes), Action Codes (Appendix B), and Status Codes (Appendix Codes) contained in this document, is useful in understanding the transactional patterns required for SEP Process Compliance. While specific requirements for SEP Process Compliance Certification are not contained in this document, they would be a part of a future SEP Compliance Certification Program.

## 2 Document Types

### **2.1 Vocabulary Requirements/Relationship to Staffing Models**

The vocabulary developed for SEP to describe process-compliant parties, business processes, and information components was chosen with two goals:

- Ensuring that terms are generic enough to accommodate the variety of staffing models and scenarios that exist today as well as new scenarios that may exist in the future.
- Avoiding name collisions with data models the Consortium might develop in the future to better support specific types of staffing or recruiting scenarios.

One of the challenges in developing the vocabulary to be incorporated within SEP is the varied and informal use of terminology in the recruiting and staffing field. For instance, while the terms Job and Position frequently are used interchangeably in a colloquial conversation, the two terms have separate and distinct meanings within the human resource management profession.

The strict meaning of the term Position is a single, budgeted collection of duties and responsibilities, assigned to a specific work unit and with an assigned work location. A Job is a particular configuration of duties and responsibilities, and the knowledge, skills, abilities, attitudes, behaviors, etc., that are required to perform them, in order for the organization to meet specific work objectives. Thus, a Job serves as a pattern or template for more specifically defined Positions.<sup>1</sup>

Staffing processes may be Position-based in that they are focused on filling single, budgeted openings with specific work units. Other staffing processes may be Job-based in that they are designed to recruit Job/Position Seekers with the knowledge, skills, abilities, etc., required to perform the duties and responsibilities for a Job, which may be a template for variety of underlying Positions with one or many work units. Another related staffing model includes team or project-based staffing, which has a goal filling an aggregate collection of knowledge, skills, and abilities required for a given project.

The Consortium has initiated a Job/Position workgroup to develop durable and complete models for both Job and Position. These models could be useful in developing specifications to fully support Position-based, Job-based, and project-based staffing models. The initial version of SEP does not explicitly support differences between these staffing models. This decision allows the Job/Position workgroup to pursue a deliberative and rigorous approach to developing models for Job and Position. The decision also aligns the first version of SEP with the processes used today by most job boards and Internet recruiting venues, which do not usually make significant distinctions in how openings for Jobs and Positions are published. With the addition of procurement related data in SEP 1.2, the ability of the sender and receiver to delineate between Job and Position is enabled. The staffing service provider receiving a Job/Position Posting with procurement information may assume the Job/Position Posting is

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<sup>1</sup> Adapted from Bloom & Wallace's HRM Business Model "Starter Kit"



Position-related rather than a communication of the duties and requirements describing a Job within a customer organization.

Below, the purposes of the major elements of each definition are described. Note that most elements and sections are optional, so their inclusion is to aid, not force, the further description of the data being presented.

## **2.2 JobPositionPosting**

The JobPositionPosting schema provides the elements and attributes to describe any Job/Position opening within an organization. The high-level elements of the definition are as follows:

1. JobPositionPostingId (optional, multiple)

An implementer-specific identification for the Job/Position Posting, meaningful to both sender and receiver.

2. HiringOrg (required, multiple)

The organization that is looking to retain someone to fulfill its needs. This section is often the same as the poster, but need not be in certain process models. The section includes data such as the name of the organization and its contact information. Also included may be industry type and company website address.

3. PostDetail (optional)

Contains the contact information for the person who posted the Job/Position Posting and the effective dates.

4. JobPositionInformation (required)

Details the Job/Position itself. Elements include the title, description and requirements. Further detail concerning location, schedule, compensation, and skills and qualifications required are described here.

5. HowToApply (required, multiple)

Methods for submitting a resume or Job/Position Seeker for a Job/Position.

6. EEOStatement (optional)

Used by hiring organization to present a statement regarding their adherence to the Equal Employment Opportunity guidelines.

#### 7. `NumberToFill` (optional)

Allows Job/Position Posting to be used for multiple Positions. For example, a Job/Position Posting may be for 10 of the exact same programmer Job description. Rather than requiring 10 different Job/Position Posting records, a single one can suffice with a `NumberToFill` equal to 10.

#### 8. `ProcurementInformation` (optional)

Contains information specific to the commercial procurement of staffing resources. Typically, this data is shared between a hiring organization and a staffing services provider, or between a staffing services provider and its secondary supplier.

### **2.3 *JobPositionSeeker***

The `JobPositionSeeker` schema provides the elements and attributes to describe a Job/Position Seeker's education and experience either as a stand-alone document or in response to specific requirements outlined in a Job/Position Posting. The high-level elements of the definition are as follows:

1. `JobPositionSeekerId` (required, multiple)  
An implementer-specific identification for the Job/Position Seeker, meaningful to both sender and receiver.
2. `JobPositionApplication` (optional, multiple)  
Describes what Job/Position Posting the seeker is responding to (`JobPositionPostingId`) as well as the date of the response.
3. `Supplier` (optional)  
The supplier of the applicant or resume as well as how to contact that supplier. For example, a supplier might be an employment agency.
4. `PostDetail` (optional)  
Describes who is posting the resume or seeker detail and for what period it is valid.
5. `PersonalData`  
Provides elements for the name, employer, title, and contact information of the seeker.
6. `Profile` (optional)  
The qualifications of the Job/Position Seeker, as well as the Position attributes they desire, are described in this element. For example: desired compensation, schedule, and employer. Reference reports are also provided in this section.

7. `Resume` (optional)

The seeker's resume may be included in one of three forms: structured, free-form, or text/non-XML.

8. `EmploymentReferences` (optional)

Provides another opportunity to describe and provide references.

9. `CampaignSource` (optional)

Allows the Job/Position Seeker to identify from which source or recruiting campaign s/he was recruited.

## **2.4 `JobPositionSeekerFeedback`**

The `JobPositionSeekerFeedback` schema provides the elements and attributes to describe the reaction of a Job/Position Poster to the Job/Position Seeker or resume submitted for consideration. The schema starts with `JobPositionPostingId` and `JobPositionSeekerId` sections. These sections allow the data to be indexed to a specific Job/Position Seeker's response to a specific Job/Position Posting.

In general, each section of the `JobPositionSeekerFeedback` allows the sender to convey an overall rating for the Job/Position Seeker, as well as specific ratings for each section of the submission as it pertains to the particular Job/Position requirements. The high-level elements of the definition are:

1. `JobPositionPostingId` (optional, multiple)

An implementor-specific identification for the Job/Position Posting, meaningful to both sender and receiver.

2. `JobPositionSeekerId` (required, multiple)

An implementor-specific identification for the Job/Position Seeker, meaningful to both sender and receiver.

3. `Status` (optional)

The status of the feedback may be expressed by this element.

4. `Rating` (optional, multiple)

An overall rating of the Job/Position Seeker against the requirements and desired qualifications of the Job/Position Posting.

5. `CompensationDescription` (optional)

The Job/Position Seeker's desired compensation is rated against what is being offered for the Job/Position.

6. EssentialFunctions (optional)

The education and experience of the Job/Position Seeker is rated against the essential function describe for the Job/Position.

7. JobPositionRequirements (optional)

The education and experience of the Job/Position Seeker is rated against the specific requirements of the Job/Position.

8. JobPositionLocation (optional)

The current location of the Job/Position Seeker is rated against the specific location of the Job/Position.

9. WorkEnvironment (optional)

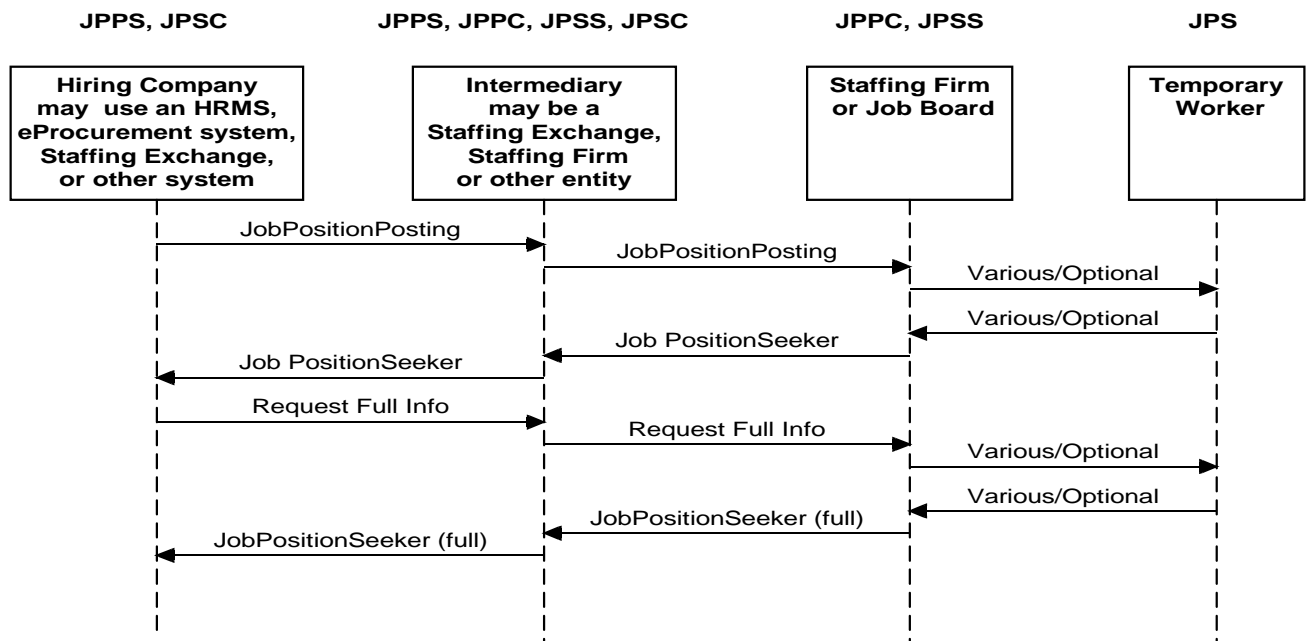
The environmental requirements of the Job/Position Seeker are rated against the environmental requirements of the Job/Position.

### 3 Business Processes

#### 3.1 Roles

The current Internet recruiting environment involves a diverse range of end-users and intermediaries. Because the types of end-users and intermediaries can vary significantly and may be subject to change as new staffing and business models emerge, SEP uses the following generic descriptors to identify process-compliant parties:

- **Job/Position Posting Supplier (JPPS).** The role that distributes Job/Position Postings to process-compliant parties that post Jobs. A hiring organization often would fill this role.
- **Job/Position Posting Consumer (JPPC).** The role that uses received Job/Position Postings to create listings of Jobs for either internal or public use. A job board or staffing service provider typically fills this role.
- **Job/Position Seeker (JPS).** An individual submitted to a Job/Position Seeker Consumer for a Job/Position.
- **Job/Position Seeker Supplier (JPSS).** The role that submits Job/Position Seekers for consideration for a Job/Position. A job board or staffing service provider typically fills this role.
- **Job/Position Seeker Consumer (JPSC).** The role that receives Job/Position Seeker(s) from Job/Position Seeker Suppliers. A hiring organization often would fill this role.



## **3.2 JobPositionPosting Activity**

### **3.2.1 Summary**

The `JobPositionPosting` (JPP) exchange provides a standard method for a hiring organization to electronically post a Job/Position to a job board or staffing service provider. The participants of the `JobPositionPosting` are the JPPS and JPPC. The following example describes the transactions between a hiring organization (JPPS) and a job board (JPPC).

The JPPS sends the JPP to the JPPC via an Envelope, which contains the posting XML message. The posting message contains information related to the Job/Position, such as the requirements and hiring organization.

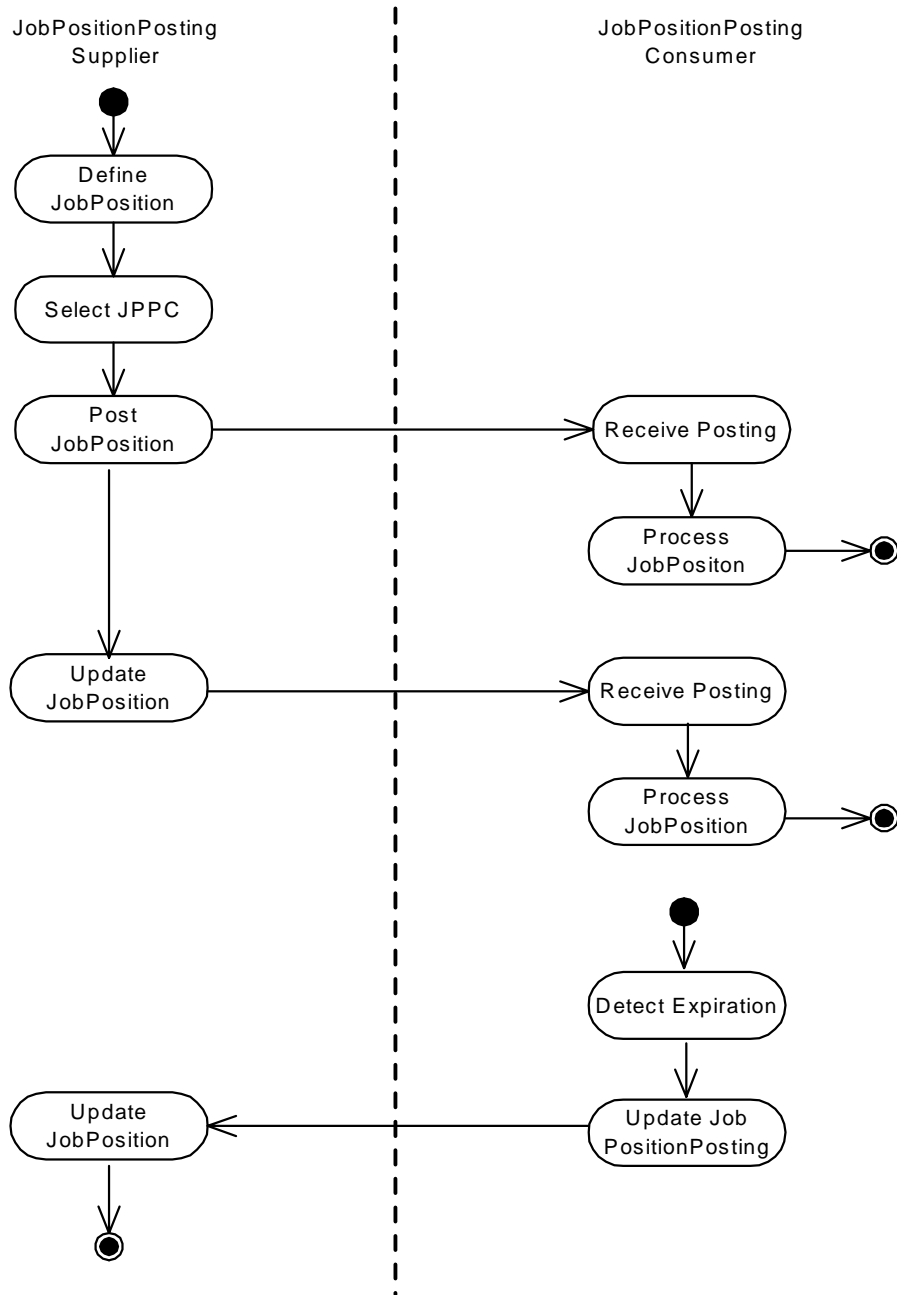
The JPPC authenticates the contents of the message. If authentication is successful, the JPPC collects the payload from the Envelope and processes the data in a variety of ways, including insertion into a front office system, posting to a job board, or forwarding the Job/Position Posting to another staffing supplier.

If the JPPS or the JPPC updates the `JobPositionPosting`, the entire record must be present. Partial updates are not addressed in this version of the proposal. Creating and updating a `JobPositionPosting` are similar transactions, using the same schema. If specific elements within the payload are missing, those elements will be deleted from the `JobPositionPosting`.

When the `JobPositionPosting` has expired or is no longer active, the JPPS sends a notification to the JPPC to remove the `JobPositionPosting` or make it inactive. This transaction is accomplished by sending a status code of inactive.

As each transaction is received, the contents of the message are authenticated, and if valid, the payload (message) is extracted. A verification message is returned to the sender to notify them of the transaction status. If the transaction is unsuccessful due to envelope issues, the payload, or server errors, a failure status is returned.

### 3.2.2 Activity Diagram



### **3.3 JobPositionSeeker Activity**

#### **3.3.1 Summary**

The `JobPositionSeeker` (JPS) exchange provides a standard method of transmitting Job/Position Seeker information between the supplier and consumer. The participants of this transaction are the JPSS and JPSC. The following example describes the transactions between a staffing service provider (JPSS) and a hiring organization (JPSC).

The JPSC submits a request for Job/Position Seekers based on a Job/Position Posting. The JPSS evaluates the request and determines if they have any potential matches. If a possible match is found, the JPSS responds to the JPSC using an Envelope, which contains the `JobPositionSeeker` document. The message contains a variety of information about the individual seeking a Job/Position, such as skills, education, and in the case of temporary staffing, a bill rate for the individual's services.

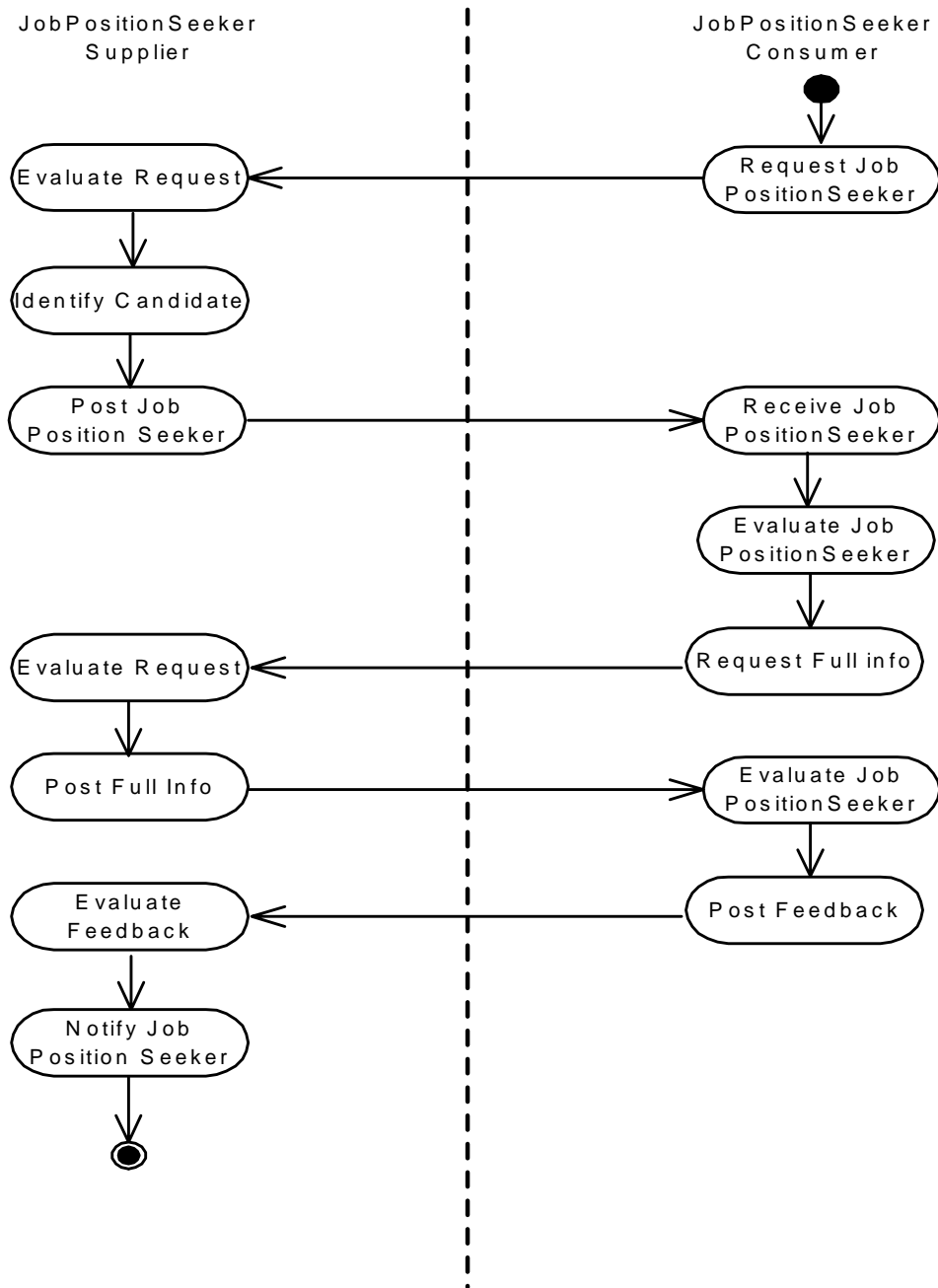
The JPSC reviews the `JobPositionSeeker` and if interested may accept the individual or request further information. The JPSC receives the full information and evaluates the potential Job/Position Seeker. The resulting feedback transaction is further described in section 3.4.1.

As each transaction is received, the contents of the message are authenticated, and if valid, the payload (message) is extracted. A verification message is returned to the sender to notify them of the transaction status. If the transaction is unsuccessful due to envelope issues, the payload, or server errors, a failure status is returned.

If the JPSS updates the `JobPositionSeeker`, the entire record must be resent. Partial updates are not addressed in this version of the proposal. Creating and updating a `JobPositionSeeker` are similar transactions, using the same schema. If specific elements within the payload are missing, those elements will be deleted from the `JobPositionSeeker`.



### 3.3.2 Activity Diagram



### 3.4 JobPositionSeekerFeedback Activity

#### 3.4.1 Summary

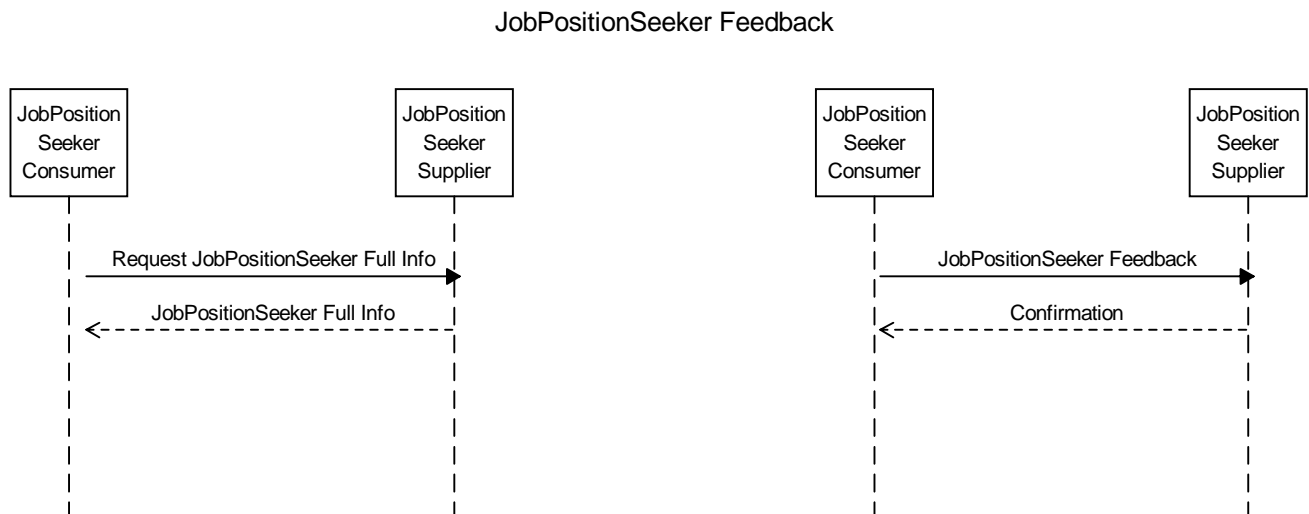
The purpose of the JobPositionSeekerFeedback (JPSF) is to allow the JPSC to give feedback to the JPSS about how appropriate a particular JPS is relative to a particular JPP. This might be done for several reasons:

- To inform a contingency supplier that the JPSC would like further information on a JPS.
- To accept or decline a JPS from a temporary staffing firm.
- To supply a job board with a detailed evaluation appropriateness so that future matches can be more accurate.

The schema for the JPSF payload is a subset if the `JobPositionPosting` schema with the inclusion of elements to provide the feedback

The process of a JPSF may be as follows: The hiring organization (JPSC) receives a synopsis of the JPS, is interested, and requests further information. The staffing service provider (JPSS) provides the full information for the JPS. The JPSC provides feedback to the JPSS regarding the suitability of the JPS to the JPP. The JPSS sends an acknowledgement and status back to the JPSC informing them of a successful transfer. If the transaction is unsuccessful due to the payload, server, or envelope issues a failure status is returned.

#### 3.4.2 Activity Diagram



## 4 Appendix A - Document Version History

Version	Date	Description
1.2	2002-Apr-18	Preliminary Draft of Technical Note

## 5 Appendix B - Action Codes

The SEP supported transactional pattern includes specifications for transmitting payloads within envelopes and for the return of a response to complete a transaction. An envelope for the transmission of a payload typically would include an action code signaling the action to be performed on the payload. The following are the recommended action codes for supporting SEP transactions. Please refer to HR-XML Provisional Envelope Specification for further guidance on the purpose and use of action codes.

Code	Action
CREATE	Create a new posting or seeker record
UPDATE	Update an existing posting or seeker record
DELETE	Delete a posting or seeker record

## 6 Appendix C - Status Codes

Status codes provide a mechanism for transactional robustness within the SEP specification. The SEP supported transactional pattern requires the return of a status code within the response of every SEP process compliant transaction. A response is returned in all cases regardless of whether the requesting transaction was successful or not.

HR-XML's Provisional Envelope Specification is useful for understanding this response mechanism. Under the Provisional Envelope Specification, an empty envelope (no payload) with the appropriate status code(s) would be returned as a response

Two types of response codes exist:

- Envelope Status Codes
- Packet Status Codes

## 6.1 Envelope Status Codes

Envelope response codes are used to indicate the success or failure of the overall transaction. Success or failure of payload (or multiple payloads) is by contrast indicated within packet status codes (see Packet Status Codes section). Envelope error status codes are likely to occur in cases where the envelope itself is malformed, transmission of information is interrupted, or credentials between partners are incorrect. The current organization of envelope codes in HR-XML is as follows:

Code	Status	Description
200	Success (ok)	The request has succeeded. The information returned with the response is dependent on the method used in the request
202	Accepted	The request has been accepted for processing, but the processing has not been completed. The request may or may not eventually be acted upon, as it may be disallowed when processing actually takes place.
400	Bad Request	The request could not be understood by the server due to malformed syntax. The client should not repeat the request without modifications.
401	Access Denied (Unauthorized)	The request requires user authentication.
403	Forbidden	The server understood the request, but is refusing to fulfill it. Authorization will not help and the request should not be repeated.
460	Credential Error	
461	Certificate Error	
462	Envelope Parse Error	
468	Manifest not acceptable	
469	Action does not match manifest	
501	Process not implemented	
503	Service unavailable	

## 6.2 Packet Status Codes

Packet status codes describe possible return statuses for payload transactions. Multiple packets with their corresponding status codes may be included within a single response Envelope (the case when multiple payloads have been transmitted). Packet error status codes are likely to occur in cases where individual payload instances are mal-formed or an application error occurred during the processing of an individual payload instance. The current organization of packet codes in HR-XML is as follows:

Code	Status	Description
200 – 209	Success	
201	Qualified Success	Not all elements
400-499	Supplier Failure	
401	Access Denied	ID/Password
403	Unauthorized	Action and ID
404	Not Found	Job/Position Id
450	Account Status Error	
500-599	Consumer Failure	
503	Record Unavailable	

## 7 Appendix D – Related Documents

Reference	Link
SEP 1.2 Schemas	<a href="http://schemas.hr-xml.org/xs/canon/RecruitingAndStaffing/SEP-1_1/JobPositionPosting-1_2.xsd">http://schemas.hr-xml.org/xs/canon/RecruitingAndStaffing/SEP-1_1/JobPositionPosting-1_2.xsd</a> <a href="http://schemas.hr-xml.org/xs/canon/RecruitingAndStaffing/SEP-1_1/JobPositionSeeker-1_2.xsd">http://schemas.hr-xml.org/xs/canon/RecruitingAndStaffing/SEP-1_1/JobPositionSeeker-1_2.xsd</a> <a href="http://schemas.hr-xml.org/xs/canon/RecruitingAndStaffing/SEP-1_1/Feedback-1_2.xsd">http://schemas.hr-xml.org/xs/canon/RecruitingAndStaffing/SEP-1_1/Feedback-1_2.xsd</a>
SEP 1.2 Definitions (Please refer to SEP 1.1 Definitions)	<a href="http://ns.hr-xml.org/RecruitingAndStaffing/SEP-1_1/JobPositionPostingDefinitions-1_1.pdf">http://ns.hr-xml.org/RecruitingAndStaffing/SEP-1_1/JobPositionPostingDefinitions-1_1.pdf</a> <a href="http://ns.hr-xml.org/RecruitingAndStaffing/SEP-1_1/JobPositionSeekerDefinitions-1_1.pdf">http://ns.hr-xml.org/RecruitingAndStaffing/SEP-1_1/JobPositionSeekerDefinitions-1_1.pdf</a> <a href="http://ns.hr-xml.org/RecruitingAndStaffing/SEP-1_1/FeedbackDefinitions-1_1.pdf">http://ns.hr-xml.org/RecruitingAndStaffing/SEP-1_1/FeedbackDefinitions-1_1.pdf</a>

TSC Provisional Envelope 1.1

1\_1/JobPositionSeekerFeedbackDefinitions-1\_1.pdf  
<http://schemas.hr-xml.org/xc/canon/TSC/TSC-ProvisionalEnvelopeSpec-v01.00.pdf>

Thoughts on Staffing Models  
for HR-XML Consortium  
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Lee Bloom**

## 8 Appendix D – Reference Examples

### 8.1 JobPositionPosting

```
<JobPositionPosting>
  <JobPositionPostingId idOwner = "goodcompany">99999977777</JobPositionPostingId>
  <HiringOrg>
    <HiringOrgName>Goodcompany, Inc.</HiringOrgName>
    <WebSite>http://www.goodcompany.com</WebSite>
    <Industry>
      <SummaryText>Financial Planning Software</SummaryText>
    </Industry>
    <Contact type = "hrmanager">
      <PersonName>
        <GivenName>Paul</GivenName>
        <FamilyName>Dupont</FamilyName>
      </PersonName>
      <PositionTitle>HR Manager</PositionTitle>
      <PostalAddress>
        <CountryCode>FR</CountryCode>
        <PostalCode>750026</PostalCode>
        <Municipality>Paris</Municipality>
        <DeliveryAddress>
          <AddressLine>66, rue de l'eglise</AddressLine>
        </DeliveryAddress>
      </PostalAddress>
    </Contact>
  </HiringOrg>
  <PostDetail>
    <StartDate>
      <Date>2001-08-04</Date>
    </StartDate>
    <EndDate>
      <Date>2002-01-01</Date>
    </EndDate>
    <PostedBy>
      <Contact type = "recruiter">
        <PersonName>
          <GivenName>Marie</GivenName>
          <FamilyName>Bonet</FamilyName>
        </PersonName>
        <E-mail>marie.bonet@goodcompany.com</E-mail>
      </Contact>
    </PostedBy>
  </PostDetail>
</JobPositionPosting>
```

```

</PostDetail>
<JobPositionInformation>
  <JobPositionTitle>PR Specialist</JobPositionTitle>
  <JobPositionDescription>
    <Classification>
      <DirectHireOrContract>
        <Contract/>
        <SummaryText>Contract to direct hire is desirable.</SummaryText>
      </DirectHireOrContract>
      <Duration>
        <Temporary>
          <TermLength>6 months</TermLength>
          <SummaryText>Evaluation for direct hire after 6
            months</SummaryText>
        </Temporary>
      </Duration>
    </Classification>
    <EssentialFunctions>
      <UL>
        <LI>Develop and implement corporate and product PR programs aligned
          with company objectives to generate positive press coverage;</LI>
        <LI>Research, develop and maintain press and analyst database;</LI>
        <LI>Cultivate relationships with targeted press and industry
          analysts;</LI>
        <LI>Research, write and distribute all PR and supporting
          material;</LI>
        <LI>Proactively pitch news and articles to the press; work closely
          with product managers to develop consistent key messages.</LI>
        <LI>Help develop and manage PR budget.</LI>
      </UL>
    </EssentialFunctions>
    <CompensationDescription>
      <Pay>
        <SalaryAnnual currency = "EUR">55,000</SalaryAnnual>
      </Pay>
      <BenefitsDescription>
        <P>An attractive benefit package, including:</P>
        <UL>
          <LI>Dental</LI>
          <LI>Medical</LI>
          <LI>Retirement Plan</LI>
          <LI>Dependent care</LI>
        </UL>
      </BenefitsDescription>
    </CompensationDescription>
  </JobPositionDescription>
  <JobPositionRequirements>
    <QualificationsRequired>
      <Qualification type = "skill" yearsOfExperience = "2" level = "4" interest =
"3">Powerpoint</Qualification>
      <Qualification type = "skill" yearsOfExperience = "1" level = "3" interest = "3">MS
FrontPage</Qualification>
      <Qualification type = "education">This position requires at least a four year degree in
Communications or equivalent work experience.</Qualification>
      <Qualification type = "experience" yearsOfExperience = "3" level = "5" interest =
"4">Minimum 3 years experience in public relations.</Qualification>

```

```

    </QualificationsRequired>
  </JobPositionRequirements>
</JobPositionInformation>
<HowToApply distribute = "internal">
  <ApplicationMethods>
    <InPerson>
      <SummaryText>Qualified candidates are encouraged to apply at
        Goodcompany's HR office.</SummaryText>
    </InPerson>
  </ApplicationMethods>
</HowToApply>
<HowToApply>
  <ApplicationMethods>
    <ByEmail>
      <E-mail>jmangler@goodcompany.com</E-mail>
      <SummaryText>Qualified candidates should submit their resumes via
        e-mail to Paul Dupont at<Link mailTo =
"paul.dupont@goodcompany.com">paul.dupont@goodcompany.com</Link>.</SummaryText>
    </ByEmail>
  </ApplicationMethods>
</HowToApply>
  <NumberToFill>1 </NumberToFill>
</JobPositionPosting>

```

## 8.2 JobPositionSeeker

```

<JobPositionSeeker>
  <JobPositionSeekerId>foo-YP17-bar</JobPositionSeekerId>
  <PersonalData>
    <PersonName>
      <FormattedName>JOHN Q. SEEKER</FormattedName>
    </PersonName>
    <PostalAddress>
      <CountryCode>US</CountryCode>
      <PostalCode>60657</PostalCode>
      <Region>Illinois</Region>
      <Municipality>Chicago</Municipality>
      <DeliveryAddress>
        <AddressLine>332 Belmont, Apt. 1805</AddressLine>
      </DeliveryAddress>
    </PostalAddress>
    <VoiceNumber>
      <TelNumber>(773) 935-9175</TelNumber>
    </VoiceNumber>
  </PersonalData>
  <Resume>
    <StructuredResume>
      <SummaryText>SUMMARY Employee benefits professional with experience
        focused on retirement plans. Extensive work in the changing requirements
        and issues that impact qualified retirement plans. Technical skills honed in
        corporate, consulting, administrative, and legal
        environments.</SummaryText>
      <EducationQualifs>
        <SchoolOrInstitution>

```



```

<SchoolName>Loyola University</SchoolName>
  <LocationSummary>
    <Municipality>Chicago</Municipality>
    <Region>IL</Region>
  </LocationSummary>
  <EduDegree>Master of Science</EduDegree>
  <EduMajor>Industrial Relations</EduMajor>
  <EffectiveDate>
    <Date>1993</Date>
  </EffectiveDate>
  <SummaryText>Benefits and Compensation</SummaryText>
</SchoolOrInstitution>
<SchoolOrInstitution>
  <SchoolName>Calvin College</SchoolName>
  <LocationSummary>
    <Municipality>Grand Rapids</Municipality>
    <Region>MI</Region>
  </LocationSummary>
  <EduDegree>Bachelor of Arts</EduDegree>
  <EduMajor>History</EduMajor>
  <EffectiveDate>
    <Date>1990</Date>
  </EffectiveDate>
  <SummaryText />
</SchoolOrInstitution>
</EducationQualifs>
<EmploymentHistory>
  <Position>
    <EmployerName>Budget Rent a Car Corporation</EmployerName>
    <JobPositionLocation>
      <LocationSummary>
        <Municipality>Lisle</Municipality>
        <Region>IL</Region>
      </LocationSummary>
    </JobPositionLocation>
    <PositionTitle>Benefits Analyst</PositionTitle>
    <EffectiveDate>
      <StartDate>
        <Date>1997</Date>
      </StartDate>
      <EndDate>
        <Date>Present</Date>
      </EndDate>
    </EffectiveDate>
    <SummaryText>- Serve as point person for 12+ acquisitions of
      companies with net worth of over $600 million and combined
      benefit budgets of over $50 million. - Advise management
      concerning ongoing compliance, financial, and plan design
      issues for company benefit plans and programs and those of
      acquired companies. - Review compensation and benefit
      information from acquired companies and recommend
      appropriate strategies to transition into existing compensation,
      benefit programs, and HRIS system. - Perform cost analysis of
      medical and other healthcare plan trends in connection with
      bidding for $13 million medical and dental budget administered
      by third party provider.</SummaryText>
  </Position>
</EmploymentHistory>

```

```

</Position>
<Position>
  <EmployerName>The Segal Company</EmployerName>
  <JobPositionLocation>
    <LocationSummary>
      <Municipality>Chicago</Municipality>
      <Region>IL</Region>
    </LocationSummary>
  </JobPositionLocation>
  <PositionTitle>Administrative Analyst</PositionTitle>
  <EffectiveDate>
    <StartDate>
      <Date>1994</Date>
    </StartDate>
    <EndDate>
      <Date>1997</Date>
    </EndDate>
  </EffectiveDate>
  <SummaryText>- Researched impact of potential benefit changes
to clients plans and provided benefit communications for this
national consulting firm with multi-employer client base. -
Verified and performed calculations of accrued benefits for
retiring participants. - Initiated and processed annual renewals
of fiduciary liability insurance accounts of firm clients which
produced annual commission revenue of over $70,000 for the
office.</SummaryText>
</Position>
</EmploymentHistory>
</StructuredResume>
</Resume>
</JobPositionSeeker>

```

### 8.3 Feedback

```

<Feedback>
  <JobPositionPostingId>999</JobPositionPostingId>
  <JobPositionSeekerId>001</JobPositionSeekerId>
  <Status>HIRED</Status>
  <Rating>7</Rating>
  <SummaryText>Misc Information</SummaryText>
  <CompensationDescription>
    <Rating>7</Rating>
    <SummaryText>Misc Compensation Suitability Information</SummaryText>
  </CompensationDescription>
  <EssentialFunctions>
    <Rating>8</Rating>
    <SummaryText>Misc Essential Functions Suitability Information</SummaryText>
  </EssentialFunctions>
  <JobPositionRequirements>
    <QualificationsRequired>
      <Rating>4</Rating>
      <SummaryText>Misc Required Qualifications Suitability Information</SummaryText>
    </QualificationsRequired>
  </JobPositionRequirements>

```

```
<QualificationsPreferred>
  <Rating>4</Rating>
  <SummaryText>Misc Preferred Qualifications Suitability Information</SummaryText>
</QualificationsPreferred>
<TravelRequired>
  <Rating>6</Rating>
  <SummaryText>Misc Travel Suitability Information</SummaryText>
</TravelRequired>
<WorkEligibilityStatus>
  <Rating>4</Rating>
  <SummaryText>Misc Eligibility Suitability Information</SummaryText>
</WorkEligibilityStatus>
</JobPositionRequirements>
<JobPositionLocation>
  <Rating>4</Rating>
  <SummaryText>Misc Location Suitability Information</SummaryText>
</JobPositionLocation>
<WorkEnvironment>
  <Rating>4</Rating>
  <SummaryText>Misc Work Environment Suitability Information</SummaryText>
</WorkEnvironment>
<Other>
  <Category>X</Category>
  <Rating>5</Rating>
  <SummaryText>Misc X Suitability Information</SummaryText>
</Other>
</Feedback>
```