



Staffing Industry Data Exchange Standards

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Editor:

Kim Bartkus, HR-XML Consortium

Authors:

SIDES Project Leader - Ian Anson, Vedior
SIDES Technical Coordinator - Steven Huang (Staffing Industry Sponsors)
Workgroup Coordinator - Kathi Dolan, Manpower
WorkGroup Leaders - Human Resources - Gail Bubsey, Kelly Services
Order - Tara Ryan/Barbara Johnson, Adecco
Assignment - Ronald Kruegel, Adecco

Contributors:

Supporting technical, domain and authoring contributors:
PJ Brunyks (Randstadt), John DeRoche (Manpower), Keith Ensroth (Kelly Services), Paul Kiel (HR-XML Consortium), Jonathon Mack (Adecco), Doug Prittie (Manpower)
Don Simonson (Robert Half International), Barbara Theissen (Manpower)

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Abstract

The HR-XML SIDES Workgroup has produced 8 major schemas and several reusable modules to allow for transmission of Staffing Industry information between trading partners. This document describes those schemas, their expected usage, and the business processes meant to be supported.

Status of this Document

This Recommendation was previously published as SIDES-1_0, 2002-April-29. While the targetNamespace and default namespace have been changed, the Recommendation schemas have otherwise remained unaltered. (There have been syntactical changes that do not change any content models in order to place SIDES in its logical context within the HR-XML library. These changes are syntax-only and do not affect existing schema instances.)

All references to "SIDES-1_0" refer to the 2002 release.

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

The staffing industry (staffing companies) requires a compendium of XML schemas to enable the exchange of data between its staffing customers (hiring companies), intermediaries (vendor management services) and its own members. The Staffing Industry Data Exchange Standards Version 1.0 (SIDES) comprises this compendium of relevant XML schemas, some already approved, some of which are cross process objects, and some newly created.

1.1.1 Domain Issues

The cost of exchanging data between staffing suppliers (companies), staffing customers and intermediaries due to the diversity of existing front and back-office systems, and the need for many-to-many connections, is proving to be extremely high. SIDES 1.0 offers a cost effective means of exchanging data over the Internet using XML, by standardizing data elements and attributes and the way they are exchanged. SIDES 1.0 will assist in eliminating duplicate effort and streamlining processes and cross-company data exchanges. Through standardized XML data exchanges, staffing suppliers, staffing customers and third party vendor managers may share orders, assignments, resumes, etc.

It enables a common standard to be applied by large and small companies alike, yet does not impact upon the competitive differences between staffing suppliers.

1.2 Terminology

1.2.1 Business Process Terminology

The SIDES document describes the business processes involved in typical staffing transactions in general terms. Those reading this section are not necessarily interested in the technical aspects of SIDES or XML, but are more interested in the functionality that SIDES is intended to support. For this section, a language explanation is needed. XML schema and element names are used throughout the document. In cases where more than one noun word forms the title, each noun is joined, with each word starting with a capital (i.e. CamelCase).

- **Staffing Supplier** - This is the entity that provides a staffing resource, that is a suitable person, to fill a service need expressed by the customer or in some cases on behalf of the customer by the intermediary.
- **Staffing Customer** - This is the entity that has a servicing need, and is looking to use a person sent from the staffing supplier.
- **Intermediary** – Any business or product between the staffing supplier and a staffing customer, e.g. a vendor management service.
- **Human Resource** – The staffing resource employed or retained by the staffing supplier, who is sent to work at a staffing customer site.

1.2.2 Schema Terminology

XML schemas express shared vocabularies and allow machines to carry out rules made by people. They provide a means for defining the structure, content and semantics of the SIDES XML documents. The documents are the payloads that travel back and forth between trading partners.

This section describes the SIDES schemas. The eight major SIDES schemas include:

- **StaffingOrder** – information describing a staffing customer’s servicing need, e.g. position description, start and end dates, estimated bill rate. The StaffingOrder XML document moves from the staffing customer to the staffing supplier and this transmission marks the beginning of the business process addressed by SIDES.
- **HumanResource** – information describing a staffing resource employed by a staffing supplier e.g. their skills, experiences, cost. The HumanResource XML document moves from the staffing supplier to the staffing customer, usually in response to a StaffingOrder XML document.
- **Assignment** – information confirming the actual work agreed upon to be done, e.g. the agreed upon staffing resource to perform the work, and the agreed upon bill rate. This XML document marks the end of the order/selection section of the process, and the beginning of the actual work-performed section.
- **Staffing Supplier** – information describing a staffing company, e.g. government corporate identifier, remit to data, branch addresses and contacts.
- **Staffing Customer** – information describing a customer, e.g. government corporate identifier, billing address and contacts, specific facility addresses and work environments.
- **Staffing Action** – request and response schema, e.g. interview request and response. The StaffingAction XML document moves in either direction between the staffing customer or intermediary and staffing supplier as required to provide a communication mechanism between these trading partners.
- **Extended TimeCard** – information showing the actual amount of time spent by the staffing resource performing work on the assignment over a particular time period. It also captures expenses. SIDES uses an extended form of the HR-XML schema TimeCard.
- **Invoice** – information associating the actual time expended as shown via the Timecard, with the bill rate, as confirmed in the Assignment.

Two types of reusable schemas are also identified within SIDES 1.0. The SIDES reusable modules are specific to the SIDES domain. Further details are available in Appendix C. The non-SIDES reusable schemas are either cross-process objects, meaning they span all HR domains, or they are from another specific HR domain, such as recruiting. Please refer to Appendix B for details on the non-SIDES schemas.

- **CustomerReportingRequirements** – contains a list of 20 items to allow for specialized reporting and data tracking, such as purchase order numbers, supervisor names, and department numbers. This list can be expanded as needed.
- **Rates** - defines pay rates, bill rates and expenses, based on the enumerations.
- **ContactInfo** – contains contact information such as the person name, postal address, contact method, and organization name.
- **ResourceScreening** - describes pre or post-hire screening data for a staffing resource. This reusable module allows the staffing company to report basic information about screenings or evaluations completed pertaining to the staffing resource. Privacy requires that only the fact that a screen or check was done, when it was done, and the generic result (requirement met or not met) is passed to the customer. Examples are credit checks, education verification, reference checks.
- **StaffingShift** – provides a mechanism for exchanging shift information between trading partners and within internal applications.

- **CpoDateTimeTypes** – contains a variety of date and time data types, to allow for consistent use of date and times.
- **EntityIdType** – provides a method for uniquely identifying an entity, such as a person, position, organization, etc.
- **PersonName** – contains the formatted and non-formatted version of a person's name.
- **PostalAddress** – contains the postal address.
- **ContactMethod** – provides the methods contacting an organization or person, such as phone number, e-mail, and postal address.
- **WorkSite** – contains common work site information, such as the work site name, parking instruction, and travel directions.
- **WorkSiteEnvironment** – contains common work environment information, such as physical considerations, safety equipment, and dress code.
- **PositionHeader** – contains common position information, such as the position title and description.
- **Competencies** – provides a mechanism to express skills, experience and/or training.
- **Resume** – allows for a structured or text resume, or a URL to a resume.
- **Reference Information** - the Id's necessary to precisely identify schema components relevant to the content of the document containing the reference information. e.g. the StaffingOrder, Assignment, or HumanResource.

1.3 SIDES Schema Cross-reference

The matrix below shows the relationships of the schemas described in section 1.2. These are color coded as follows:

- Green: SIDES reusable modules
- Blue: CPO reusable modules
- Yellow: Non-SIDES, Non-CPO reusable modules (developed by other HR-XML domain workgroups). Details for these modules are not included in the SIDES 1.0 specification. However, a link to each specification may be found in Appendix B Related Documents.

Some SIDES reusable schemas use other SIDES or HR-XML reusable schemas listed in this table. An 'X' exists when a reusable schema is used directly by a main SIDES schema. The only exception is StaffingPosition since it is considered a part of StaffingOrder schema.

Schema Source and Cross Reference		Main Schemas							
Source	Inherited or Dependent Schema	Assignment	HumanResource	Invoice	StaffingAction	StaffingCustomer	StaffingOrder	StaffingSupplier	TimeCard
SIDES	ContactInfo		X		X	X	X	X	
SIDES	CustomerReportingRequirement	X				X	X		
SIDES	EnumerationExtensionType	X	X			X	X		
SIDES	StaffingPosition						X		
SIDES	Rates	X	X				X		
SIDES	ResourceScreening		X			X	X		
SIDES	StaffingContactType				X		X	X	
SIDES	StaffingShift	X	X				X		
SIDES	TimeCard For SIDES			X					
SIDES	TimeCardAdditionalData								X
HR-XML CPO	ContactMethod								
HR-XML CPO	cpoDateTypes	X	X		X	X	X		
HR-XML CPO	EntityIdType	X	X		X	X	X	X	
HR-XML CPO	PersonName		X						
HR-XML CPO	PostalAddress		X						
HR-XML JobPositon	PositionHeader						X		
HR-XML JobPositon	WorkSite					X	X		
HR-XML JobPositon	WorkSiteEnvironment					X	X		
HR-XML Competencies	Competencies		X				X		
HR-XML Recruiting&Staffing	Resume		X						
HR-XML Time	TimeCard								X

1.4 Design Requirements

1.4.1 Vocabulary

The vocabulary developed for SIDES 1.0 to describe stakeholders, business processes, and information modules has two goals:

- To ensure 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.
- To avoid name collisions with future data models that may better support specific types of staffing or recruiting scenarios.

Language used in the staffing industry is not standardized and may vary from company to company and industry category. For instance, while the terms “assignment” and “order” may be used interchangeably in a colloquial conversation, the two terms have separate and distinct meanings within the human resource management profession. SIDES 1.0 utilizes clear and understandable terminology in all possible cases to minimize vocabulary misinterpretations.

1.4.2 Activity Diagrams

The activity diagrams show the actors, actions and schemas. The vertical swim lanes depict the boundaries across which XML transports data.

The activity diagrams are a summary of staffing processes. They do not include all of the actions or schemas but only those central to understanding the process.

1.5 Scope

SIDES 1.0 supports eight independent payloads, plus 15 reusable modules described in section 1.2. It provides a full set of specifications for each payload, summarizes its purpose and dependencies, and indicates where each payload fits into the overall business process.

1.5.1 Major Components

Major components of the SIDES 1.0 specification include:

- Models of supported staffing processes - By modeling supported business processes, the intent is to present an easy to understand context for implementing how data is likely to be exchanged. There is no intent to impose any particular recruiting and staffing model or process on those who implement SIDES 1.0 whether in part or in full.
- Data dictionary extracts - The data dictionary extracts provide highlights of the schema specification including the element or attribute name, description, content model, and the restricted value list. The content model describes whether the entity is optional or required, as well as whether multiple elements with the identical name may exist. The restricted value list specifies what values are acceptable in the XML file for a specific attribute. The list enables the schema to restrict certain data to a single, clearly agreed upon contextual value.
- Schema diagrams – Shows a high level graphical view of the schema structure.
- Schemas - Schemas set constraints on the structure and content of the messages exchanged between stakeholders. The schemas define message payloads.
- Reference examples.

1.5.2 Items Within Scope

Business processes supported in SIDES 1.0 include the ability to exchange:

- Order information between a staffing supplier and a staffing customer or their intermediary (StaffingOrder).
- Information describing a human resource between a staffing supplier and a staffing customer or their intermediary (HumanResource).
- Other basic request/response communication between a staffing supplier and a staffing customer or their intermediary (StaffingAction).
- Assignment information between a staffing supplier and a staffing customer or their intermediary. (Assignment).
- Timecard and expense information between a staffing supplier and a staffing customer or their intermediary. (Extended TimeCard)
- An Invoice between a staffing supplier and a staffing customer or their intermediary. (Invoice).

1.5.3 Items Outside of Scope

- Implementation guidelines for message delivery. See Implementation Considerations section within this document.
- Skills taxonomy.
- Selection and matching methodologies. (Performed by the staffing supplier(s) prior to the submission of a HumanResource XML document to a staffing customer or intermediary).
- Security - This responsibility resides with system integrators during implementation of data exchange systems.
- Post-assignment evaluation process. This may be a future SIDES consideration.
- Reporting. This may be a future SIDES consideration.
- Accounting and payment processes. This may be a future SIDES consideration.

- Background checks, drug screening, reference checks, etc. This is being developed by a separate HR-XML workgroup. SIDES provides for linkage.
- Payroll processing.
- Sub-contractor or Affiliate Vendor contracts. This may be a future SIDES consideration.

2 SIDES Business Process Overview

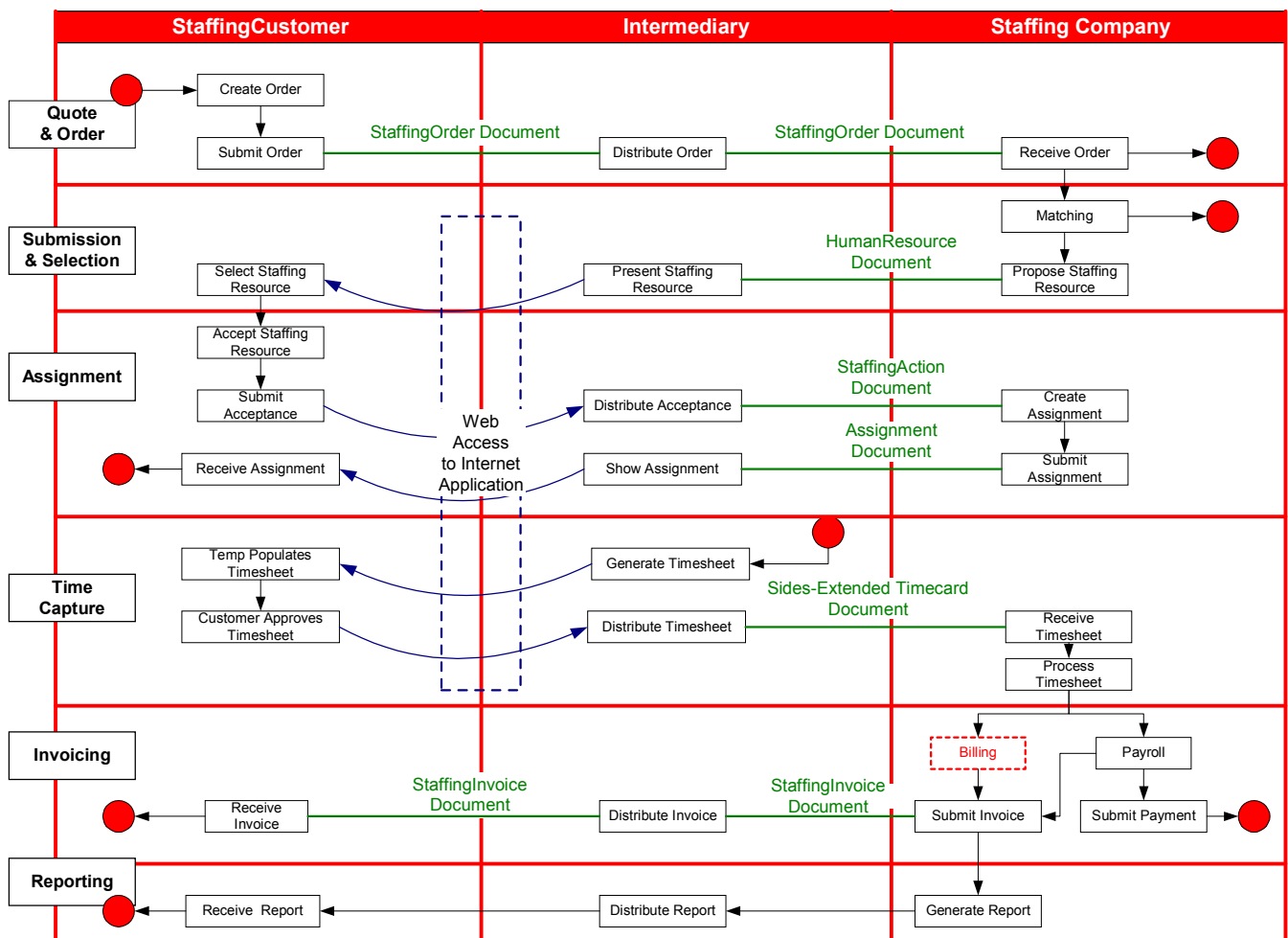
This overview of the staffing process is to clarify the main processes occurring between the staffing supplier, the staffing customer and the intermediary. Often the services of an intermediary (which may be part of a vendor management service) are not required, as the staffing supplier will deal directly with the staffing customer.

The staffing action consists of six main processes:

1. Quote and Order (StaffingOrder).
2. Submission and Selection. (HumanResource and StaffingAction).
3. Fulfillment. (Assignment).
4. Time and Expense capture. (Extended TimeCard).
5. Invoicing (Invoice).
6. Reporting (Outside scope of SIDES 1.0).

Within these processes there are additional sub-processes, described in later sections. Detailed UML activity diagrams are provided to chart these processes and sub-processes.

SIDES Overall Process



3 Staffing Order

3.1 Objective

Within the framework of SIDES 1.0, the StaffingOrder schema is used to describe the position(s) a staffing customer is requesting be filled by a staffing supplier, either directly or through an intermediary. The StaffingOrder schema design should be flexible enough to be used by any staffing supplier.

3.2 Scope

3.2.1 Items Within Scope

The Major Components used in the Quote/Order process are listed below. Please refer to section 1.2 for definitions.

- Position Information describes the position, such as position title, rates, and worksite.
- ReferenceInformation
- CustomerReportingRequirements

Business processes supported include:

- The ability to exchange a basic quote between a staffing supplier and a staffing customer or their intermediary.
- The ability to exchange an order between a staffing supplier and a staffing customer or their intermediary.
- The ability to exchange a StaffingAction between a staffing supplier and a staffing customer or their intermediary.

3.3 Business Process

The StaffingOrder schema moves from the staffing customer to the staffing supplier, sometimes by way of an intermediary. This transmission marks the beginning of the business process addressed by SIDES. The Quote/Order process is used to send information describing a customer's servicing needs, e.g. position description, start and end dates, estimated bill rate. The Quote/Order process is iterative. The Quote process is optional. The basic Quote process is described here.

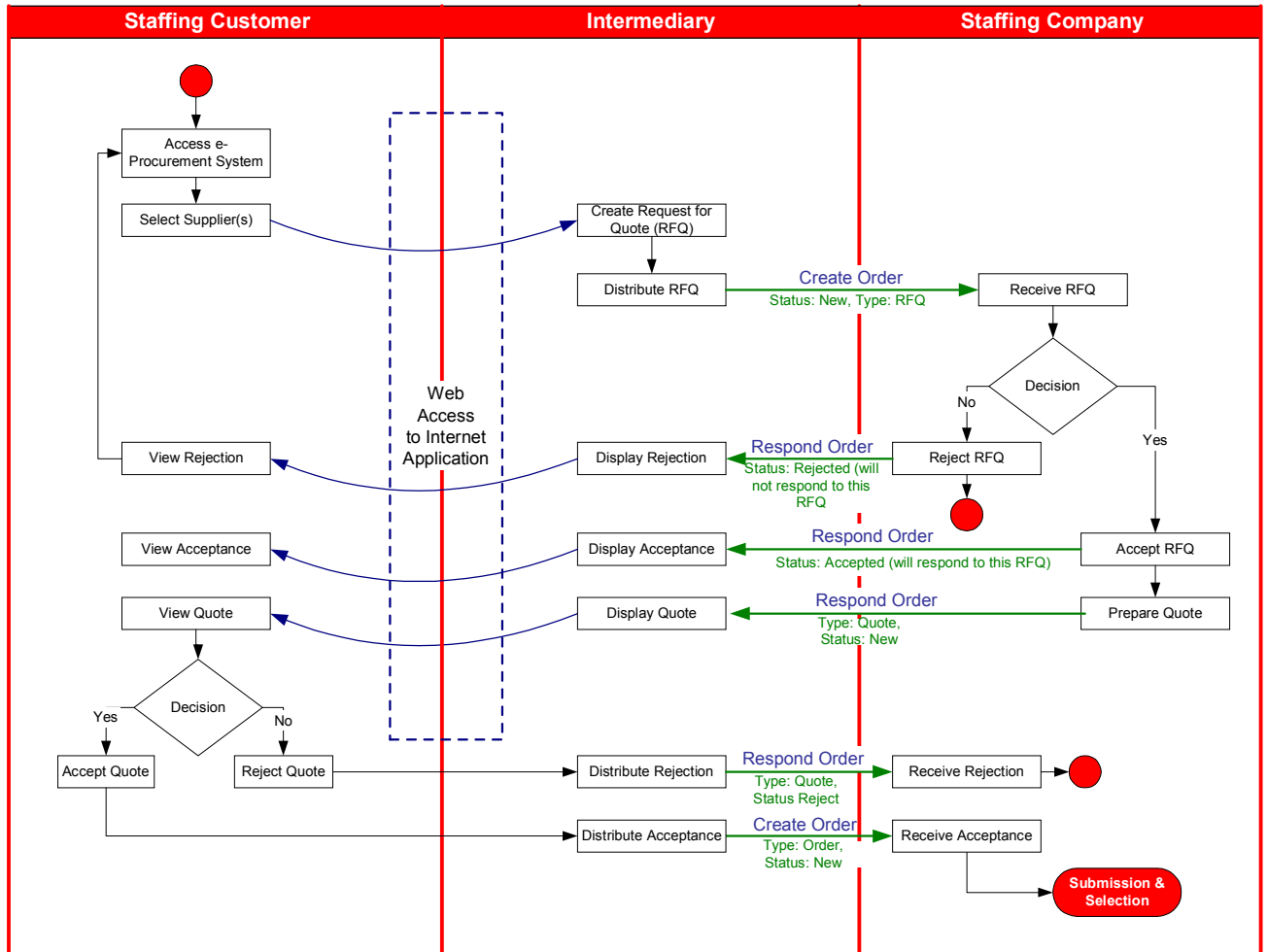
- The staffing customer submits an XML document to a staffing supplier and/or intermediary with a status that changes for each step leading up to a qualified order.
 - RFQ (a request for quotation sent to the intermediary and/or staffing supplier).
 - Order (either an acceptance of a quote, or a direct and authorized command to supply).
 - Unapproved Order (sometimes the staffing customer makes a direct command to supply, but it is pending authorization).
- The staffing supplier sends a response to the XML document. Possible status changes are:
 - RFQ (rejection of RFQ – declining to quote).
 - Quote (acceptance of and response to the RFQ from the staffing customer).
 - Unapproved Order (acceptance of unapproved order).

- Order (acceptance of an order).

Recommendations for Use

It is recommended that the position type, regardless of quantity, remain the same within an order and that the information within the position remains constant. If position elements vary by any substantial degree, it is recommended a different order be created.

SIDES Quote/Order Process

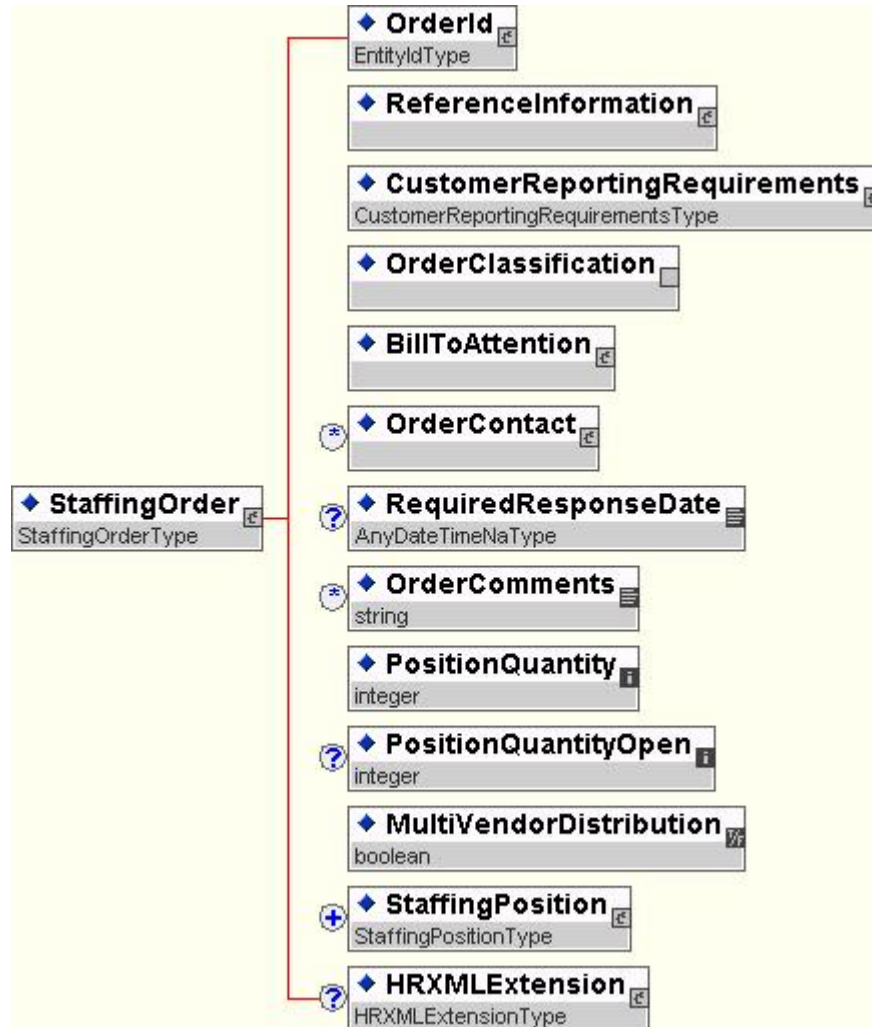


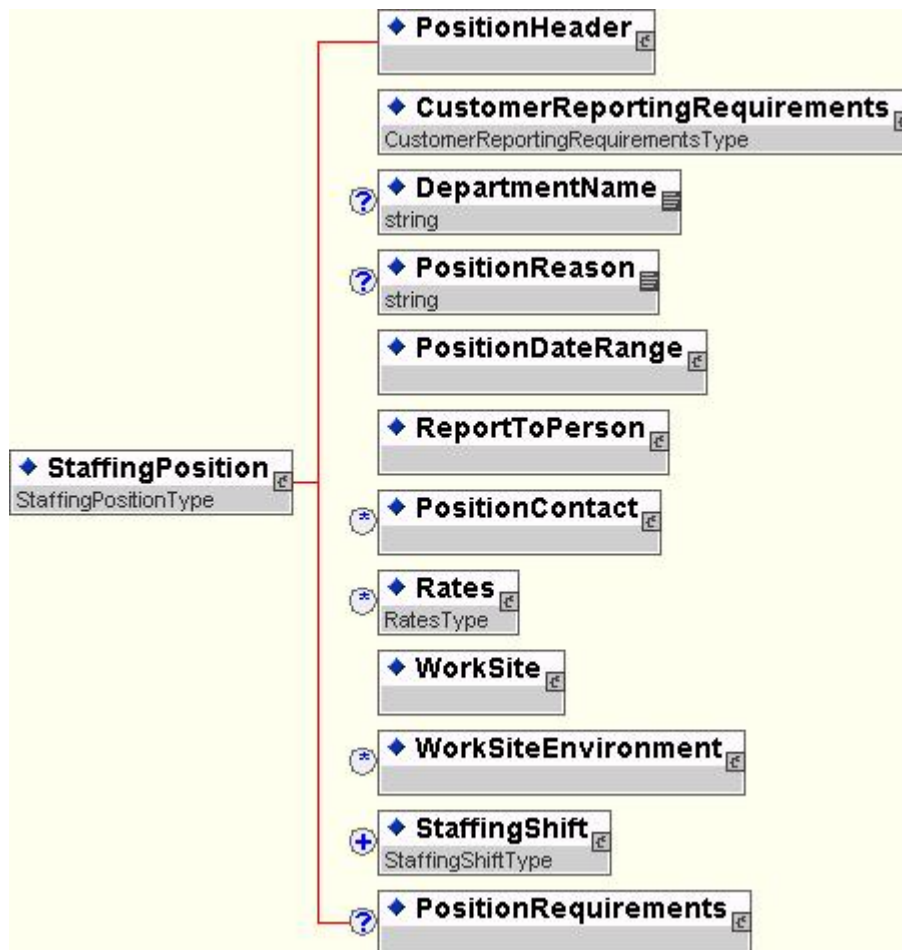
3.4 Schema Diagram

A full diagram of the schema is available at:

http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/StaffingOrder.jpg

A high level diagram can be found below.





3.5 Data Dictionary

See Appendix C for details on CustomerReportingRequirements.

Component Name	ContentModel	Definition
[Global types listed at the end of the table.]	Data type Occurrence: Sequence Choice All (minOccurs/maxOccurs) Attributes	
/ StaffingOrder	- StaffingOrderType - (1/1)	Transaction used to submit an order or quote from a customer (or intermediary) to a staffing company.
/ StaffingOrder/ OrderId	- EntityIdType - S (1/1)	Reference to a specific StaffingOrder. [2.] Identifier of the order from the customer for which the staffing resource is being submitted. [3.] Unique identifier for a staffing order.

<p>/ StaffingOrder/ ReferenceInformation</p>	<p>MasterOrderId - EntityIdType - S (0/*) StaffingCustomerId - EntityIdType - S (0/*) StaffingCustomerOrgUnitId - EntityIdType - S (0/*) IntermediaryId - EntityIdType - S (0/*) StaffingSupplierId - EntityIdType - S (0/*) BillToEntityId - EntityIdType - S (0/*)</p>	<p>Placeholder element for reference information about other entities. [2.] Placeholder element for reference information regarding other business entities or transactions. [3.] Placeholder element for reference information regarding other entities associated with the StaffingOrder. [4.] Placeholder element for reference information regarding other business entities associated with the transaction.</p>
<p>/ StaffingOrder/ ReferenceInformation/ MasterOrderId</p>	<p>- EntityIdType - S (0/*)</p>	<p>Reference to a master order or project. Used to link multiple orders.</p>
<p>/ StaffingOrder/ ReferenceInformation/ StaffingCustomerId</p>	<p>- EntityIdType - S (0/*)</p>	<p>Reference to a specific StaffingCustomer. [2.] Unique identifier for the staffing customer [3.] Allows association of a contact to a StaffingCustomer. [4.] Unique id used to identify the StaffingCustomer. [5.] Unique identifier for the intended ultimate recipient of the HumanResource transaction</p>
<p>/ StaffingOrder/ ReferenceInformation/ StaffingCustomerOrgUnitId</p>	<p>- EntityIdType - S (0/*)</p>	<p>Uniqu identifier for a sub-entity of the StaffingCustomer. [2.] Reference to a specific StaffingCustomerOrgUnit. [3.] Unique id used to identify a particular OrgUnit within the StaffingCustomer.</p>
<p>/ StaffingOrder/ ReferenceInformation/ IntermediaryId</p>	<p>- EntityIdType - S (0/*)</p>	<p>Unique id for an intermediary (White Amber, Chimes, etc.) [2.] Reference to a specific intermediary. [3.] Allows association of a contact to an intermediary. [4.] Reference to a specific intermediary. [5.] Unique identifier for the Vendor Management System which is the initial recipient of the transaction.</p>
<p>/ StaffingOrder/ ReferenceInformation/ StaffingSupplierId</p>	<p>- EntityIdType - S (0/*)</p>	<p>Reference to a specific StaffingSupplier. [2.] Unique id used to identify the StaffingSupplier. [3.] Unique identifier for high level staffing company entity. [4.] Allows association of a contact to a StaffingSupplier entity. [5.] Unique identifier for the sender of the HumanResource transaction.</p>

/ StaffingOrder/ ReferenceInformation/ BillToEntityId	- EntityIdType - S (0/*)	Unique id used to identify the billing information for the StaffingCustomer OrgUnit [2.] Reference to a specific entity responsible for the payment of related invoices. [3.] Unique id used to identify the billing information in the StaffingCustomer.
/ StaffingOrder/ OrderClassification	orderType OrderType - required orderStatus OrderStatusType - required	Placeholder element for classification information about the order.
/ StaffingOrder/ OrderClassification/ orderType	- OrderType -	Indicator of what type the order is or what stage the order process is in.
/ StaffingOrder/ OrderClassification/ orderStatus	- OrderStatusType -	Indicator of the status of the order.
/ StaffingOrder/ BillToAttention	ContactInfo - [see include/import] - S (1/1)	Placeholder element for the contact information.
/ StaffingOrder/ OrderContact	ContactInfo - [see include/import] - S (1/1) contactType StaffingContactType - required	Placeholder element for the contact information for the overall order.
/ StaffingOrder/ OrderContact/ contactType	- StaffingContactType -	Type of contact or the role the contact has in relation to the position. [2.] Type of contact. [3.] Type of StaffingAction contact. e.g., created by, created on behalf of, sent to. [4.] Type of contact.
/ StaffingOrder/ RequiredResponseDate	- AnyDateTimeNaType - S (0/1)	The date that the staffing supplier must contact the staffing customer with an order status.
/ StaffingOrder/ OrderComments	- xsd:string - S (0/*)	Field for comments about the order.
/ StaffingOrder/ PositionQuantity	- xsd:integer - S (1/1)	The number of positions attached to this order.
/ StaffingOrder/ PositionQuantityOpen	- xsd:integer - S (0/1)	The number of positions on the order that still need to be filled.
/ StaffingOrder/ MultiVendorDistribution	- xsd:boolean - S (1/1)	Indicates whether this order was distributed to multiple vendors.

/ [StaffingOrderType]	OrderId - EntityType - S (1/1) ReferenceInformation - complexType - S (1/1) CustomerReportingRequirements - see include/import - S (1/1) OrderClassification - complexType - S (1/1) BillToAttention - complexType - S (1/1) OrderContact - complexType - S (0/*) RequiredResponseDate - AnyDateTimeNaType - S (0/1) OrderComments - xsd:string - S (0/*) PositionQuantity - xsd:integer - S (1/1) PositionQuantityOpen - xsd:integer - S (0/1) MultiVendorDistribution - xsd:boolean - S (1/1) StaffingPosition - see include/import - S (1/*) UserArea - see include/import - S (0/1)	Globally scoped data type. See element or attribute declaration for definition.
/ [KnownOrderType]	xsd:restriction base: xsd:string [Enumerations]: quote, order, unapproved order, RFQ	Globally scoped data type. See element or attribute declaration for definition.
/ [OrderType]	- [Union]: KnownOrderType,xsd:string	Globally scoped data type. See element or attribute declaration for definition.
/ [KnownOrderStatus]	xsd:restriction base: xsd:string [Enumerations]: new, revised, reopened, cancelled, closed, accepted, rejected	Globally scoped data type. See element or attribute declaration for definition.
/ [OrderStatusType]	- [Union]: KnownOrderStatus,EnumerationExtensionType	Globally scoped data type. See element or attribute declaration for definition.

Component Name	ContentModel	Definition
[Global types listed at the end of the table.]	Data type Occurrence: Sequence Choice All (minOccurs/maxOccurs) Attributes	
/ StaffingPosition	- StaffingPositionType - (1/1)	Details about the position attached to this order.
/ StaffingPosition/ DepartmentName	- xsd:string - S (0/1)	Department name [2.] Name of the department for which this position is intended.
/ StaffingPosition/ PositionReason	- xsd:string - S (0/1)	The reason the position is being generated.
/ StaffingPosition/ PositionDateRange	StartDate - AnyDateTimeType - S (1/1) ExpectedEndDate - AnyDateTimeNkType - S (0/1) ActualEndDate - AnyDateTimeNaType - S (0/1)	Placeholder for period of time the assignment is expected to occur.

/ StaffingPosition/ PositionDateRange/ StartDate	- AnyDateTimeType - S (1/1)	The date the position is expected to start. [2.] The date the assigned resource may begin receiving compensation. [3.] The date the rate is in effect.
/ StaffingPosition/ PositionDateRange/ ExpectedEndDate	- AnyDateTimeNkType - S (0/1)	The date the position is expected to end. [2.] The assignment's estimated end date.
/ StaffingPosition/ PositionDateRange/ ActualEndDate	- AnyDateTimeNaType - S (0/1)	The date the assignment actually ends [2.] The (inclusive) date the position actually ends
/ StaffingPosition/ ReportToPerson	ContactInfo - [see include/import] - S (1/1)	Placeholder element for the contact information of the person that the assigned staffing resource is to report to.
/ StaffingPosition/ PositionContact	ContactInfo - [see include/import] - S (1/1) contactType StaffingContactType - optional	Placeholder element for the contact information for the position.
/ StaffingPosition/ PositionContact/ contactType	- StaffingContactType -	Type of contact or the role the contact has in relation to the position. [2.] Type of contact. [3.] Type of StaffingAction contact. e.g., created by, created on behalf of, sent to. [4.] Type of contact.
/ StaffingPosition/ PositionRequirements	Competency - [see include/import] - S (0/*) ScreeningRequirements - [complexType] - S (0/*) resumeRequired xsd:boolean - required interviewRequired xsd:boolean - required	Details about unique requirements for the position.
/ StaffingPosition/ PositionRequirements/ resumeRequired	- xsd:boolean -	Indicates if a resume is required for this position.
/ StaffingPosition/ PositionRequirements/ interviewRequired	- xsd:boolean -	Indicated if an interview is required for this position.
/ StaffingPosition/ PositionRequirements/ ScreeningRequirements	screeningType ScreeningType - optional	Placeholder for the various screening checks the customer requires for all staffing resources [2.] Placeholder element for screening tests or information needed to work in the position.
/ StaffingPosition/ PositionRequirements/ ScreeningRequirements/ screeningType	- ScreeningType -	Type of screening required and reported on.

/ [StaffingPositionType]	PositionHeader - [see include/import] - S (1/1) CustomerReportingRequirements - [see include/import] - S (1/1) DepartmentName - xsd:string - S (0/1) PositionReason - xsd:string - S (0/1) PositionDateRange - [complexType] - S (1/1) ReportToPerson - [complexType] - S (1/1) PositionContact - [complexType] - S (0/*) Rates - [see include/import] - S (0/*) WorkSite - [see include/import] - S (1/1) WorkSiteEnvironment - [see include/import] - S (0/*) StaffingShift - [see include/import] - S (1/*) PositionRequirements - [complexType] - S (0/1)	Globally scoped data type. See element or attribute declaration for definition.
--------------------------	--	---

3.6 Reference Examples

```

<StaffingOrder>
  <OrderId validFrom = "2002-01-01" validTo = "2002-12-31" idOwner = "IBM">
    <IdValue>PO123789</IdValue>
  </OrderId>
  <ReferenceInformation>
    <StaffingCustomerId>
      <IdValue>445123</IdValue>
    </StaffingCustomerId>
    <StaffingSupplierId>
      <IdValue>676773</IdValue>
    </StaffingSupplierId>
    <BillToEntityId>
      <IdValue>1445123</IdValue>
    </BillToEntityId>
  </ReferenceInformation>
  <CustomerReportingRequirements/>
  <OrderClassification orderType = "order" orderStatus = "new"/>
  <BillToAttention>
    <ContactInfo>
      <PersonName>
        <LegalName>Joe Brown</LegalName>
      </PersonName>
      <ContactMethod>
        <Telephone>
          <FormattedNumber>6318447124</FormattedNumber>
        </Telephone>
      </ContactMethod>
    </ContactInfo>
  </BillToAttention>
  <OrderContact contactType = "placedBy">
    <ContactInfo>
      <PersonName>
        <LegalName>Mary Smith</LegalName>
      </PersonName>
      <ContactMethod>
        <Telephone>
          <FormattedNumber>6318447224</FormattedNumber>
        </Telephone>
      </ContactMethod>
    </ContactInfo>
  </OrderContact>
  <RequiredResponseDate>2002-02-07</RequiredResponseDate>
  <PositionQuantity>1</PositionQuantity>
  <PositionQuantityOpen>1</PositionQuantityOpen>

```

```

<MultiVendorDistribution>>false</MultiVendorDistribution>
<StaffingPosition>
  <PositionHeader>
    <PositionId>
      <Id>Pos1287</Id>
    </PositionId>
    <PositionTitle>Business Analyst</PositionTitle>
  </PositionHeader>
  <CustomerReportingRequirements/>
  <DepartmentName>Sales</DepartmentName>
  <PositionReason>Overload</PositionReason>
  <PositionDateRange>
    <StartDate>2002-01-01</StartDate>
    <ExpectedEndDate>2002-07-07</ExpectedEndDate>
  </PositionDateRange>
  <ReportToPerson>
    <ContactInfo>
      <PersonName>
        <LegalName>Mike Jone</LegalName>
      </PersonName>
      <ContactMethod>
        <Telephone>
          <FormattedNumber>6318447726</FormattedNumber>
        </Telephone>
      </ContactMethod>
    </ContactInfo>
  </ReportToPerson>
  <PositionContact contactType = "supervisor">
    <ContactInfo>
      <PersonName>
        <LegalName>Mike Jones</LegalName>
      </PersonName>
      <ContactMethod>
        <Telephone>
          <FormattedNumber>6318447726</FormattedNumber>
        </Telephone>
      </ContactMethod>
    </ContactInfo>
  </PositionContact>
  <WorkSite>
    <WorkSiteId>
      <Id>124</Id>
    </WorkSiteId>
    <WorkSiteName>IBM Vermont</WorkSiteName>
  </WorkSite>
  <StaffingShift>
    <Id>
      <IdValue>regular</IdValue>
    </Id>
  </StaffingShift>
  <PositionRequirements resumeRequired = "false" interviewRequired = "false">
    <ScreeningRequirements screeningType = "drug"/>
  </PositionRequirements>
</StaffingPosition>
</StaffingOrder>

```

4 Human Resource

4.1 Objective

Within the framework of SIDES 1.0, the HumanResource (HR) XML document is used to describe a staffing resource's skills and experiences as they relate to the position opening(s) received via the StaffingOrder XML document. The HumanResource schema is flexible enough to be used in the case of permanent placements, or for "marketing" temporary employees (i.e. sending information spontaneously as opposed to a response to a request); however, for SIDES1.0, its primary purpose is in response to a StaffingOrder XML document.

4.2 Scope

4.2.1 Major Components

The Major Components used in the HumanResource process are listed below. Please refer to section 1.2 for additional definitions.

- ResourceInformation - specific information about the staffing resource, i.e. name, contact information, address, employment status (independent contractor vs. payrolled employee vs. other), availability dates. Usually, in the staffing services scenario, the staffing resource's name will be sent, and the contact information will be that of the staffing supplier. Typically, no postal address is sent.
- Preferences - describes any special preferences or requirements of the staffing resource that may relate to the position. For example, relocation preferences and resume distribution restrictions are described here.
- Profile - the staffing resource's skills and experience are described here through use of the Competency schema and the Resume schema.
- ReferenceInformation.
- Screening.
- Rates.

4.2.2 Items Within Scope

- Submittal of staffing resource's skills and experience in response to a specific order and position.
- Ability to express the quoted rate for the staffing resource in whatever terms are appropriate (ex. hourly bill rate, hourly pay rate, x markup percentage, flat fee).
- Ability to pass structured XML or text resume information about the staffing resource.
- Ability to communicate screening results (meets/does not meet position requirements).

4.2.3 Items Outside of Scope

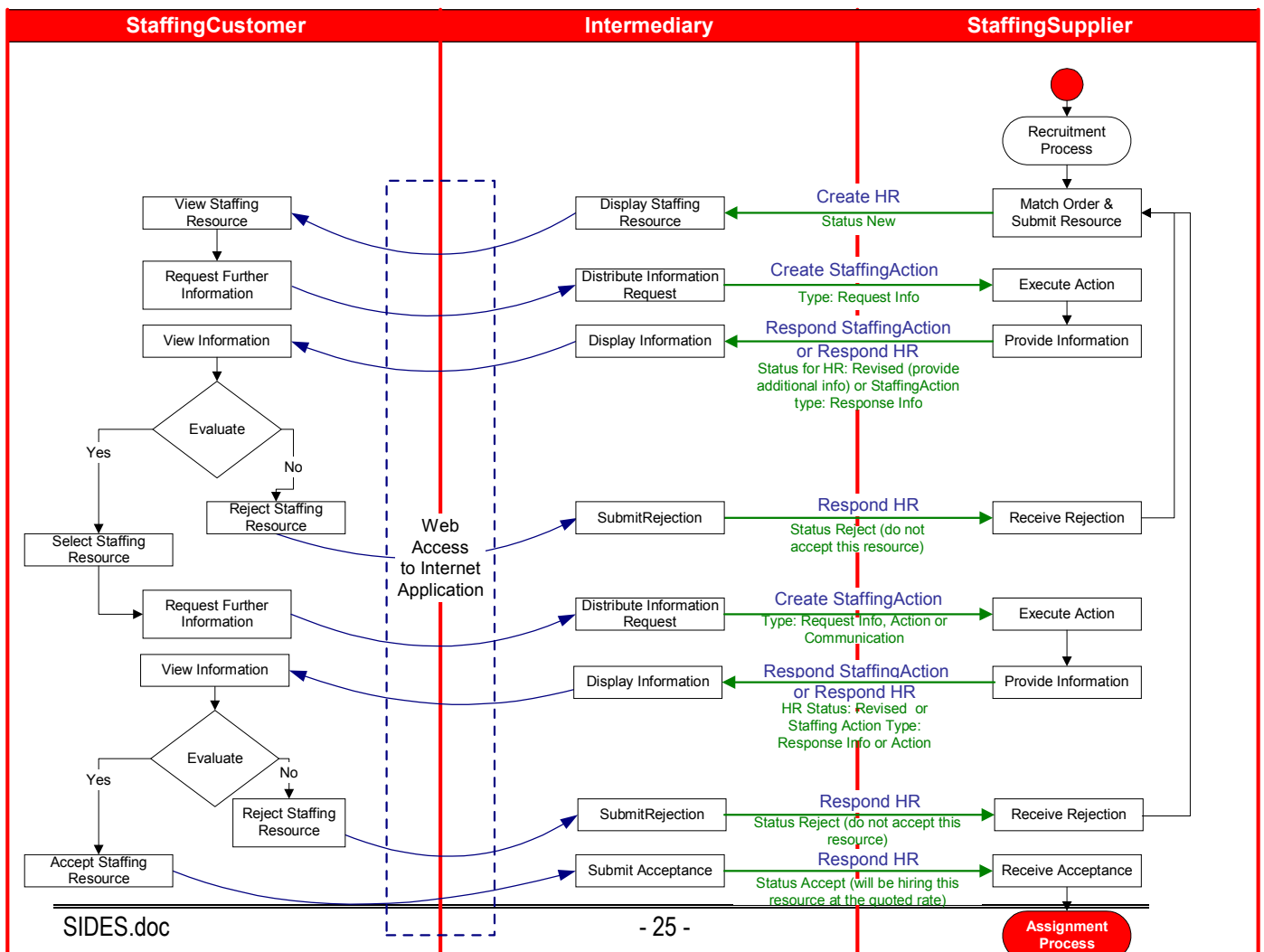
- Enumeration for most elements.
- Specific process flows for permanent placements and marketing of resumes, although either can be accommodated by the flexibility of the SIDES1.0 schema.
- Skills taxonomy.

4.3 Business Process

The Submission and Selection Process generally follows the Order Process. A HumanResource transaction is typically sent in response to a StaffingOrder XML document, although there are exceptions to this chain of events, for example, the marketing of employees. However, for the purpose of SIDES 1.0, the focus will be on the HumanResource XML document as a response to a StaffingOrder XML document. General steps are as follows:

- The StaffingOrder document is received and the staffing supplier has decided to pursue attempting to fill the stated position(s).
- The staffing supplier conducts a candidate search and match to the skills and experiences specified in the position. This process is unique to each staffing supplier and there will be no attempt to standardize it. (Recruitment Process)
- A particular staffing resource is chosen, their information placed in the format of the HumanResource schema, and that document is sent to the staffing customer.
- The staffing customer reviews the staffing resource's information and may request additional information, for example regarding their qualifications, using the StaffingAction XML document.
- A staffing supplier may update the staffing resource's information for a variety of reasons, for example in response to a query about a specific skill, to modify availability, or to remove the staffing resource from consideration.
- The staffing customer makes a decision to either accept or reject the staffing resource. This decision is conveyed to the staffing supplier, leading to the next phase of SIDES, the Assignment phase.

SIDES Submission and Selection Process

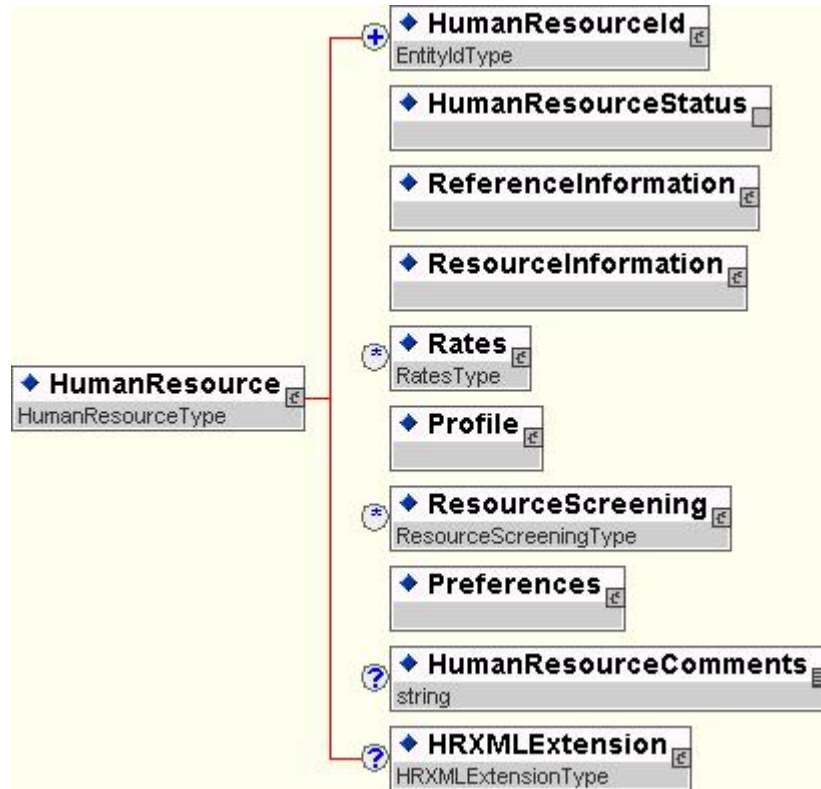


4.4 Schema Diagram

A full diagram of the schema is available at:

http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/HumanResource.jpg

A high level diagram can be found below.



4.5 Data Dictionary

See Appendix C for details on Rates and ResourceScreening.

Component Name	ContentModel	Definition
[Global types listed at the end of the table.]	Data type Occurrence: Sequence Choice All (minOccurs/maxOccurs) Attributes	
/ HumanResource	- HumanResourceType - (1/1)	Transaction used to submit a staffing resource from a staffing company (or intermediary) to a customer (or intermediary). Usually sent in response to a specific order and position.

/ HumanResource/ HumanResourceId	- EntityIdType - S (1/*)	Reference to a specific HumanResource.
/ HumanResource/ HumanResourceStatus	status StatusType - required statusChangeReason xsd:string - optional	Placeholder that forces a status to be assigned to the transaction document.
/ HumanResource/ HumanResourceStatus/ status	- StatusType -	Status of the transaction document.
/ HumanResource/ HumanResourceStatus/ statusChangeReason	- xsd:string -	Comment field to allow description of why the status change has occurred.
/ HumanResource/ ReferenceInformation	StaffingSupplierId - EntityIdType - S (1/*) StaffingCustomerId - EntityIdType - S (1/*) IntermediaryId - EntityIdType - S (0/*) OrderId - EntityIdType - S (0/*) PositionId - EntityIdType - S (0/*) AssignmentId - EntityIdType - S (0/*)	Placeholder element for reference information about other entities. [2.] Placeholder element for reference information regarding other business entities or transactions. [3.] Placeholder element for reference information regarding other entities associated with the StaffingOrder. [4.] Placeholder element for reference information regarding other business entities associated with the transaction.
/ HumanResource/ ReferenceInformation/ StaffingSupplierId	- EntityIdType - S (1/*)	Reference to a specific StaffingSupplier. [2.] Unique id used to identify the StaffingSupplier. [3.] Unique identifier for high level staffing company entity. [4.] Allows association of a contact to a StaffingSupplier entity. [5.] Unique identifier for the sender of the HumanResource transaction.
/ HumanResource/ ReferenceInformation/ StaffingCustomerId	- EntityIdType - S (1/*)	Reference to a specific StaffingCustomer. [2.] Unique identifier for the staffing customer [3.] Allows association of a contact to a StaffingCustomer. [4.] Unique id used to identify the StaffingCustomer. [5.] Unique identifier for the intended ultimate recipient of the HumanResource transaction

/ HumanResource/ ReferenceInformation/ IntermediaryId	- EntityIdType - S (0/*)	Unique id for an intermediary (White Amber, Chimes, etc.) [2.] Reference to a specific intermediary. [3.] Allows association of a contact to an intermediary. [4.] Reference to a specific intermediary. [5.] Unique identifier for the Vendor Management System which is the initial recipient of the transaction.
/ HumanResource/ ReferenceInformation/ OrderId	- EntityIdType - S (0/*)	Reference to a specific StaffingOrder. [2.] Identifier of the order from the customer for which the staffing resource is being submitted. [3.] Uunique identifier for a staffing order.
/ HumanResource/ ReferenceInformation/ PositionId	- EntityIdType - S (0/*)	Reference to a specific position. [2.] Reference to a uniquely identifiable position. [3.] Identifier of the position from the customer for which the staffing resource is being submitted.
/ HumanResource/ ReferenceInformation/ AssignmentId	- EntityIdType - S (0/*)	Identifier of the assignment eventually agreed to by the trading partners. [2.] Reference to a specific Assignment. [3.] Unique identifier for the assignment.
/ HumanResource/ ResourceInformation	ResourceType - [complexType] - S (0/1) PersonName - [see include/import] - S (1/1) EntityContactInfo - [see include/import] - S (1/1) PostalAddress - [see include/import] - S (0/1) AvailabilityDate - [complexType] - S (0/1)	Placeholder element for generic information about the staffing resource.
/ HumanResource/ ResourceInformation/ ResourceType	independentContractor xsd:boolean - required payrolledEmployee xsd:boolean - required	Placeholder for optional descriptor of the staffing resource.
/ HumanResource/ ResourceInformation/ ResourceType/ independentContractor	- xsd:boolean -	Flag to indicate if this staffing resource is an Independent Contractor
/ HumanResource/ ResourceInformation/ ResourceType/ payrolledEmployee	- xsd:boolean -	Flag to indicate if this Staffing Resource is a payrolled employee.

/ HumanResource/ ResourceInformation/ AvailabilityDate	AvailabilityStartDate - AnyDateTimeNkType - S (0/1) AvailabilityEndDate - AnyDateTimeNkType - S (0/1)	Placeholder element for expressing the staffing resource's availability.
/ HumanResource/ ResourceInformation/ AvailabilityDate/ AvailabilityStartDate	- AnyDateTimeNkType - S (0/1)	Date the staffing resource is available to start work.
/ HumanResource/ ResourceInformation/ AvailabilityDate/ AvailabilityEndDate	- AnyDateTimeNkType - S (0/1)	Date the staffing resource is no longer available for work.
/ HumanResource/ Profile	Competency - [see include/import] - S (0/*) sep:Resume - [see include/import] - S (0/1)	Placeholder for descriptive information about the staffing resource
/ HumanResource/ Preferences	DesiredShift - [complexType] - S (0/1) Travel - [complexType] - S (0/1) Commute - [complexType] - S (0/1) Relocation - [complexType] - S (0/1) DistributionRestrictions - [complexType] - S (0/1) DesiredCompensation - xsd:string - S (0/1)	Placeholder element for information about the staffing resource's employment related preferences.
/ HumanResource/ Preferences/ DesiredShift	ShiftName - xsd:string - S (0/1) ShiftHours - xsd:decimal - S (0/1) ShiftStartTime - LocalTimeNkNaType - S (0/1) ShiftEndTime - LocalTimeNkNaType - S (0/1) ShiftComments - xsd:string - S (0/1)	Description of any work schedule or shift preferences of the staffing resource.
/ HumanResource/ Preferences/ DesiredShift/ ShiftName	- xsd:string - S (0/1)	Customer or Staffing Company's name designation of the preferred shift.
/ HumanResource/ Preferences/ DesiredShift/ ShiftHours	- xsd:decimal - S (0/1)	Hours of the preferred shift
/ HumanResource/ Preferences/ DesiredShift/ ShiftStartTime	- LocalTimeNkNaType - S (0/1)	Start time of the preferred shift
/ HumanResource/ Preferences/ DesiredShift/ ShiftEndTime	- LocalTimeNkNaType - S (0/1)	End time of the preferred shift
/ HumanResource/ Preferences/ DesiredShift/ ShiftComments	- xsd:string - S (0/1)	Further descriptive information related to the preferred shift.

/ HumanResource/ Preferences/ Travel	PercentageTravel - xsd:string - S (0/1) TravelConsiderations - xsd:string - S (0/1) willingToTravel xsd:boolean - required	Placeholder element describing the Staffing Resource's travel preferences.
/ HumanResource/ Preferences/ Travel/ willingToTravel	- xsd:boolean -	True/false indicator of if the Staffing Resource is willing to travel.
/ HumanResource/ Preferences/ Travel/ PercentageTravel	- xsd:string - S (0/1)	Percentage of time the Staffing Resource is willing to travel.
/ HumanResource/ Preferences/ Travel/ TravelConsiderations	- xsd:string - S (0/1)	Description of special travel considerations.
/ HumanResource/ Preferences/ Commute	TimeMax - xsd:string - S (0/1) DistanceMax - xsd:string - S (0/1) CommuteComments - xsd:string - S (0/1)	Placeholder element describing the staffing resource's commute preferences.
/ HumanResource/ Preferences/ Commute/ TimeMax	- xsd:string - S (0/1)	Maximum amount of time the staffing resource is willing to commute.
/ HumanResource/ Preferences/ Commute/ DistanceMax	- xsd:string - S (0/1)	Maximum amount of distance the staffing resource is willing to commute.
/ HumanResource/ Preferences/ Commute/ CommuteComments	- xsd:string - S (0/1)	Comments about commuting preferences.
/ HumanResource/ Preferences/ Relocation	RelocationComments - xsd:string - S (0/1) willingToRelocate xsd:boolean - required	Placeholder element for describing the staffing resource's relocation preferences.
/ HumanResource/ Preferences/ Relocation/ willingToRelocate	- xsd:boolean -	True/false indicator of if the Staffing Resource is willing to relocate.
/ HumanResource/ Preferences/ Relocation/ RelocationComments	- xsd:string - S (0/1)	Comments about relocation preferences or restrictions.
/ HumanResource/ Preferences/ DistributionRestrictions	DoNotDistributeTo - xsd:string - S (1/*)	Placeholder element describing restrictions for staffing resource information/resume distribution.
/ HumanResource/ Preferences/ DistributionRestrictions/ DoNotDistributeTo	- xsd:string - S (1/*)	Any company, person, organization, etc. to which the staffing resource information should not be distributed

/ HumanResource/ Preferences/ DesiredCompensation	CompensationAmount - xsd:string - S (1/1) CompensationComments - xsd:string - S (0/1)	Placeholder element for the staffing resource's compensation preferences.
/ HumanResource/ Preferences/ DesiredCompensation/ CompensationAmount	xsd:extension base: xsd:string	The amount of compensation the staffing resource desires (requires).
/ HumanResource/ Preferences/ DesiredCompensation/ CompensationAmount/ currency	xsd:restriction base: xsd:string	The currency in which the compensation preference is expressed. [2.] The currency in which the rate is charged or paid.
/ HumanResource/ Preferences/ DesiredCompensation/ CompensationAmount/ amountPeriod	- AmountPeriodType -	Period related to the compensation amount
/ HumanResource/ Preferences/ DesiredCompensation/ CompensationComments	- xsd:string - S (0/1)	Comments about compensation preferences.
/ HumanResource/ HumanResourceComments	- xsd:string - S (0/1)	Comments about the staffing resource in general.
/ [HumanResourceType]	HumanResourceId - EntityIdType - S (1/*) HumanResourceStatus - [complexType] - S (1/1) ReferenceInformation - [complexType] - S (1/1) ResourceInformation - [complexType] - S (1/1) Rates - [see include/import] - S (0/*) Profile - [complexType] - S (1/1) ResourceScreening - [see include/import] - S (0/*) Preferences - xsd:string - S (1/1) HumanResourceComments - xsd:string - S (0/1) UserArea - [see include/import] - S (0/1)	Globally scoped data type. See element or attribute declaration for definition.
/ [KnownStatusType]	xsd:restriction base: xsd:string [Enumerations]: new, revised, rejected, accepted, withdrawn, suspended, pending	Globally scoped data type. See element or attribute declaration for definition.
/ [StatusType]	- [Union]: KnownStatusType,EnumerationExtensionType	Globally scoped data type. See element or attribute declaration for definition.

4.6 Reference Examples

```
<HumanResource>
  <HumanResourceId validFrom = "2002-01-01" validTo = "2002-12-31" idOwner = "Kelly">
    <IdValue name = "Employee ID">warddar</IdValue>
  </HumanResourceId>
  <HumanResourceStatus status = "new"/>
  <ReferenceInformation>
    <StaffingSupplierId>
      <IdValue>79001895</IdValue>
    </StaffingSupplierId>
    <StaffingCustomerId>
      <IdValue>985PPE</IdValue>
    </StaffingCustomerId>
    <OrderId>
      <IdValue>121</IdValue>
    </OrderId>
    <PositionId>
      <IdValue>3</IdValue>
    </PositionId>
  </ReferenceInformation>
  <ResourceInformation>
    <ResourceType independentContractor = "false" payrolledEmployee = "false"/>
    <PersonName>
      <LegalName>Darren Ward</LegalName>
    </PersonName>
    <EntityContactInfo>
      <EntityName>Kelly Services NY Branch</EntityName>
      <PersonName>
        <LegalName>Emily Black</LegalName>
      </PersonName>
      <ContactMethod>
        <Telephone>
          <FormattedNumber>2123851212</FormattedNumber>
        </Telephone>
      </ContactMethod>
    </EntityContactInfo>
    <AvailabilityDate>
      <AvailabilityStartDate>2002-03-01</AvailabilityStartDate>
      <AvailabilityEndDate>2002-03-31</AvailabilityEndDate>
    </AvailabilityDate>
  </ResourceInformation>
  <Rates rateType = "bill" rateStatus = "agreed">
    <Amount rateAmountPeriod = "hourly" currency = "USD">15.00</Amount>
    <Class>regular</Class>
    <StartDate>2002-01-01</StartDate>
  </Rates>
  <Profile/>
  <Preferences>
    <Travel willingToTravel = "true">
      <PercentageTravel>50%</PercentageTravel>
      <TravelConsiderations>Will not fly</TravelConsiderations>
    </Travel>
    <Commute>
      <TimeMax>1 hr</TimeMax>
      <DistanceMax>20 miles</DistanceMax>
    </Commute>
    <Relocation willingToRelocate = "true">
      <RelocationComments>US and Canada only</RelocationComments>
    </Relocation>
    <DistributionRestrictions>
      <DoNotDistributeTo>IBM</DoNotDistributeTo>
    </DistributionRestrictions>
    <DesiredCompensation>
      <CompensationAmount currency = "USD" amountPeriod = "yearly">10000</CompensationAmount>
    </DesiredCompensation>
  </Preferences>
</HumanResource>
```


<HumanResourceComments>This is an experienced programer that will fit your needs</HumanResourceComments>
</HumanResource>

5 Assignment

5.1 Objective

Within the framework of SIDES 1.0, the Assignment schema is used to describe the agreement between the staffing customer, staffing supplier and human resource about the person(s) and conditions to fulfil the position as requested by the staffing customer.

The main purpose of the Assignment XML document is to send a confirmation from the staffing supplier to the staffing customer with all related information regarding the:

- Staffing order or position in the staffing order that is filled by a staffing resource.
- Specific customer requirements for the staffing order or position in the staffing order.
- Rates of the staffing order or position in the staffing order.
- StaffingShift or schedule required by the staffing order or position in the staffing order.
- StartDate and expected end date of the assignment.
- At assignment end, the actual end date.
- Contract information regarding the legal aspects of the assignment.

5.2 Scope

5.2.1 Major Components

The Major Components used in the Assignment process are listed below. Please refer to section 1.2 for additional definitions.

- AssignmentDateRange - defines the period agreed upon by staffing supplier and staffing customer for the Assignment. There is a StartDate, ExpectedEndDate and ActualEndDate for use when the Assignment is ended either naturally or by one of the parties.
- ContractInformation - If an assignment is based on a contract between the parties, the information can be captured here. The type, status and ID of the contract as well as the legal information, version and version date can be described.
- ReferenceInformation.
- CustomerReportingRequirements.
- Rates.
- StaffingShift.

5.2.2 Items Within Scope

- Confirmation of the HumanResource, ReferenceInformation, conditions (Rates, StaffingShift), DateRanges and other information by the staffing supplier to the staffing customer.
- Ability to change the status of the assignment.
- Ability to end an assignment by one of the parties and send information regarding who ended the assignment and why it is ended.

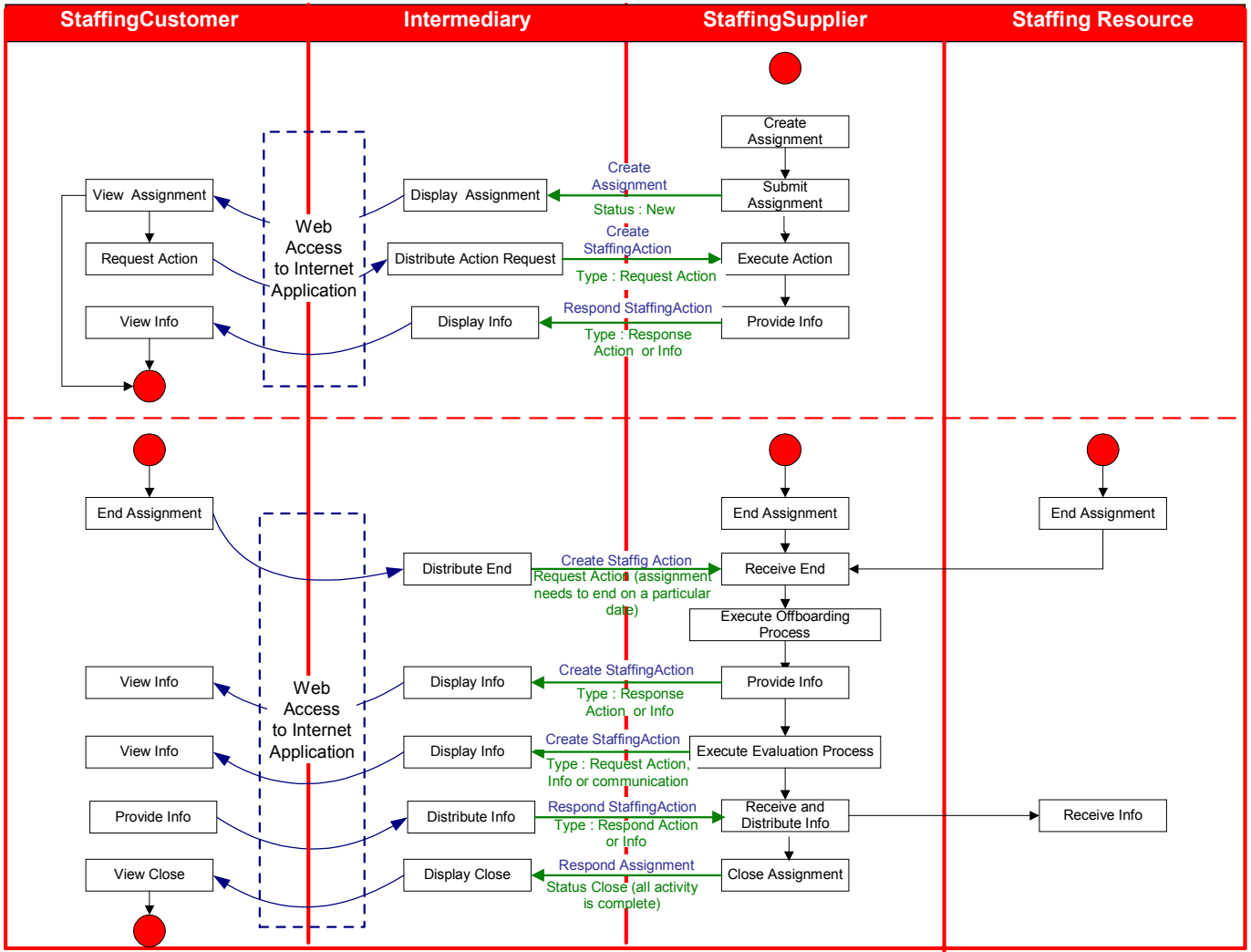
- Ability to change the assignment conditions like work shift or rates.
- One assignment is always linked to one position, however one position can have one or more assignments on a sequential rather than concurrent basis.

5.3 Business Process

The Assignment is a part of the fulfilment process and it follows the Submission & Selection process. Initially, the Assignment transaction will finalize and confirm the negotiation between staffing customer, staffing supplier and human resource. It confirms the deployment and conditions of the staffing resource by the staffing customer and staffing supplier. In general, the process is:

- If the staffing supplier, staffing customer and human resource have agreed upon the conditions of the position, the staffing supplier creates the Assignment document. (Create Assignment)
- The Assignment document is sent by the staffing supplier to the staffing customer in order to confirm the agreement and conditions.
- If the Assignment is sent by the staffing supplier, the Assignment conditions such as rates, shift, etc. will form the basis of the Extended TimeCard and Invoice documents.
- Depending on the date range or changes in the conditions an Assignment can be revised by the staffing supplier, if agreed to by the staffing customer.
- An assignment may be ended when the ActualEndDate is equal to the ExpectedEndDate and no extension of the assignment is required by one of the parties. In this case, the staffing supplier will send the Assignment document with a status change and ActualEndDate; recommended but optional is to send additional EndReasonInformation to the staffing customer.
- An assignment can be ended by one of the parties at any time before the ExpectedEndDate. In such case, the staffing supplier will send the Assignment with a status change and ActualEndDate, an option is to send additional EndReasonInformation to the StaffingCustomer.
- An assignment can be extended by the staffing customer by sending a StaffingAction document with a type of RequestAction and the type comment of e.g. "Extend ExpectedEndDate by 3 weeks", in which case; the staffing supplier will change the ExpectedEndDate and send the Assignment document to the staffing customer with a status of revised.

SIDES Assignment Process

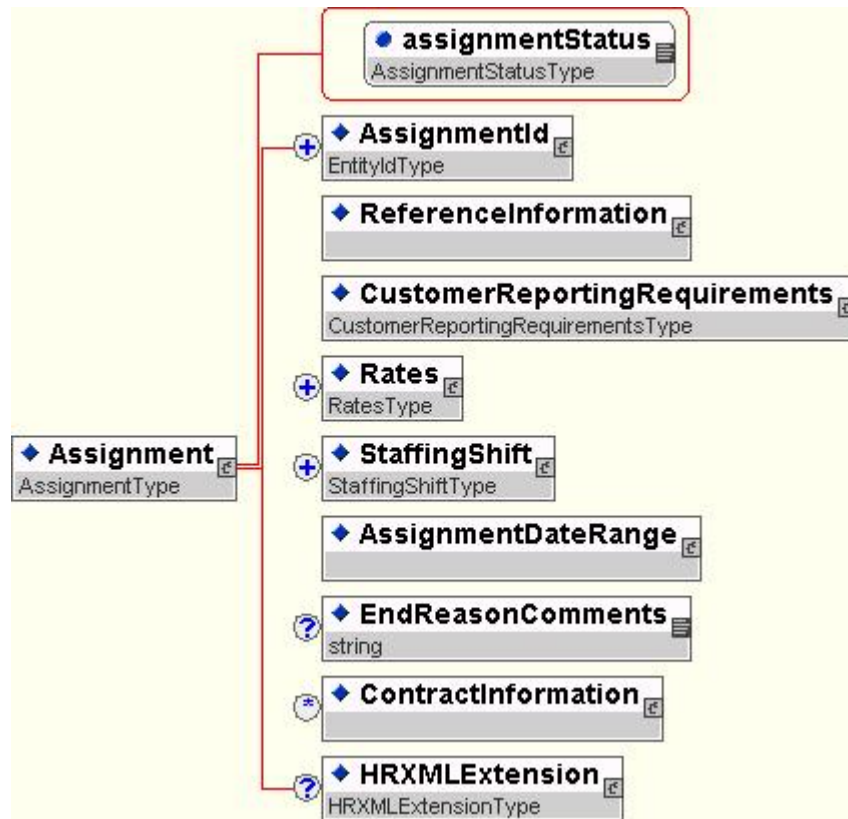


5.4 Schema Diagram

A full diagram of the schema is available at:

http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/Assignment.jpg

A high level diagram can be found below.



5.5 Data Dictionary

See Appendix C for details on CustomerReportingRequirements, Rates, and StaffingShift.

Component Name	ContentModel	Definition
[Global types listed at the end of the table.]	Data type Occurrence: <u>Sequence</u> <u>Choice</u> <u>All</u> (minOccurs/maxOccurs) Attributes	
/ Assignment	- AssignmentType - (1/1)	Created when a staffing resource fills a position on an order; a place to verify confirmed rates and other agreed upon information; same as a "fill".

/ Assignment/ assignmentStatus	- AssignmentStatusType -	Status of the assignment.
/ Assignment/ AssignmentId	- EntityIdType - S (1/*)	Identifier of the assignment eventually agreed to by the trading partners. [2.] Reference to a specific Assignment. [3.] Unique identifier for the assignment.
/ Assignment/ ReferenceInformation	StaffingCustomerId - EntityIdType - S (1/*) StaffingCustomerOrgUnitId - EntityIdType - S (0/*) OrderId - EntityIdType - S (1/*) HumanResourceId - EntityIdType - S (1/*) IntermediaryId - EntityIdType - S (0/*) PositionId - EntityIdType - S (1/*) StaffingSupplierId - EntityIdType - S (0/*) BillToEntityId - EntityIdType - S (0/*)	Placeholder element for reference information about other entities. [2.] Placeholder element for reference information regarding other business entities or transactions. [3.] Placeholder element for reference information regarding other entities associated with the StaffingOrder. [4.] Placeholder element for reference information regarding other business entities associated with the transaction.
/ Assignment/ ReferenceInformation/ StaffingCustomerId	- EntityIdType - S (1/*)	Reference to a specific StaffingCustomer. [2.] Unique identifier for the staffing customer [3.] Allows association of a contact to a StaffingCustomer. [4.] Unique id used to identify the StaffingCustomer. [5.] Unique identifier for the intended ultimate recipient of the HumanResource transaction
/ Assignment/ ReferenceInformation/ StaffingCustomerOrgUnitId	- EntityIdType - S (0/*)	Uniqu identifier for a sub-entity of the StaffingCustomer. [2.] Reference to a specific StaffingCustomerOrgUnit. [3.] Unique id used to identify a particular OrgUnit within the StaffingCustomer.
/ Assignment/ ReferenceInformation/ OrderId	- EntityIdType - S (1/*)	Reference to a specific StaffingOrder. [2.] Identifier of the order from the customer for which the staffing resource is being submitted. [3.] Unique identifier for a staffing order.

/ Assignment/ ReferenceInformation/ HumanResourceId	- EntityIdType - S (1/*)	Reference to a specific HumanResource.
/ Assignment/ ReferenceInformation/ IntermediaryId	- EntityIdType - S (0/*)	Unique id for an intermediary (White Amber, Chimes, etc.) [2.] Reference to a specific intermediary. [3.] Allows association of a contact to an intermediary. [4.] Reference to a specific intermediary. [5.] Unique identifier for the Vendor Management System which is the initial recipient of the transaction.
/ Assignment/ ReferenceInformation/ PositionId	- EntityIdType - S (1/*)	Reference to a specific position. [2.] Reference to a uniquely identifiable position. [3.] Identifier of the position from the customer for which the staffing resource is being submitted.
/ Assignment/ ReferenceInformation/ StaffingSupplierId	- EntityIdType - S (0/*)	Reference to a specific StaffingSupplier. [2.] Unique id used to identify the StaffingSupplier. [3.] Unique identifier for high level staffing company entity. [4.] Allows association of a contact to a StaffingSupplier entity. [5.] Unique identifier for the sender of the HumanResource transaction.
/ Assignment/ ReferenceInformation/ BillToEntityId	- EntityIdType - S (0/*)	Unique id used to identify the billing information for the StaffingCustomer OrgUnit [2.] Reference to a specific entity responsible for the payment of related invoices. [3.] Unique id used to identify the billing information in the StaffingCustomer.
/ Assignment/ AssignmentDateRange	StartDate - AnyDateTimeType - S (1/1) ExpectedEndDate - AnyDateTimeNkType - S (0/1) ActualEndDate - AnyDateTimeNaType - S (0/1)	Placeholder for period of time during which the assignment occurs.
/ Assignment/ AssignmentDateRange/ StartDate	- AnyDateTimeType - S (1/1)	The date the position is expected to start. [2.] The date the assigned resource may begin receiving compensation. [3.] The date the rate is in effect.

/ Assignment/ AssignmentDateRange/ ExpectedEndDate	- AnyDateTimeNkType - S (0/1)	The date the position is expected to end. [2.] The assignment's estimated end date.
/ Assignment/ AssignmentDateRange/ ActualEndDate	- AnyDateTimeNaType - S (0/1)	The date the assignment actually ends [2.] The (inclusive) date the position actually ends
/ Assignment/ EndReasonComments	- xsd:string - S (0/1)	Comments on the reason for ending the assignment.
/ Assignment/ ContractInformation	ContractId - EntityIdType - S (1/1) LegalInformation - xsd:string - S (1/1) ContractVersion - xsd:string - S (1/1) ContractVersionDate - AnyDateTimeNkNaType - S (1/1) StaffType - xsd:string - S (1/1) contractType ContractType - required contractStatus ContractStatus - required	Employment contract details for the assignment (typically used internationally).
/ Assignment/ ContractInformation/ contractType	- ContractType -	The type of contract.
/ Assignment/ ContractInformation/ contractStatus	- ContractStatus -	The status of the contract.
/ Assignment/ ContractInformation/ ContractId	- EntityIdType - S (1/1)	Unique identifier for the contract.
/ Assignment/ ContractInformation/ LegalInformation	- xsd:string - S (1/1)	Generic legal information, terms and conditions, etc.
/ Assignment/ ContractInformation/ ContractVersion	- xsd:string - S (1/1)	The version number of the contract.
/ Assignment/ ContractInformation/ ContractVersionDate	- AnyDateTimeNkNaType - S (1/1)	The date the version was released.
/ Assignment/ ContractInformation/ StaffType	- xsd:string - S (1/1)	Indicates the type of status with which the resource undertakes the assignment.

/ [AssignmentType]	AssignmentId - EntityIdType - S (1/*) ReferenceInformation - [complexType] - S (1/1) CustomerReportingRequirements - [see include/import] - S (1/1) Rates - [see include/import] - S (1/*) StaffingShift - [see include/import] - S (1/*) AssignmentDateRange - [complexType] - S (1/1) EndReasonComments - xsd:string - S (0/1) ContractInformation - [complexType] - S (0/*) UserArea - [see include/import] - S (0/1) assignmentStatus AssignmentStatusType - required	Globally scoped data type. See element or attribute declaration for definition.
/ AssignmentType/ assignmentStatus	- AssignmentStatusType -	Status of the assignment.
/ [KnownAssignmentStatus]	xsd:restriction base: xsd:string [Enumerations]: active, inactive, suspended, pending, revised, cancelled, ended	Globally scoped data type. See element or attribute declaration for definition.
/ [AssignmentStatusType]	- [Union]: KnownAssignmentStatus,EnumerationExtensionType	Globally scoped data type. See element or attribute declaration for definition.
/ [KnownContractType]	xsd:restriction base: xsd:string [Enumerations]: human resource, staffing customer	Globally scoped data type. See element or attribute declaration for definition.
/ [ContractType]	- [Union]: KnownContractType,EnumerationExtensionType	Globally scoped data type. See element or attribute declaration for definition.
/ [KnownContractStatus]	xsd:restriction base: xsd:string [Enumerations]: signed, unsigned	Globally scoped data type. See element or attribute declaration for definition.
/ [ContractStatus]	- [Union]: KnownContractStatus,EnumerationExtensionType	Globally scoped data type. See element or attribute declaration for definition.

5.6 Reference Examples

```
<Assignment assignmentStatus = "active">
  <AssignmentId validFrom = "2001-09-30" idOwner = "Kelly">
    <IdValue name = "Assignment ID">A123467</IdValue>
  </AssignmentId>
  <ReferenceInformation>
    <StaffingCustomerId>
      <IdValue>761234</IdValue>
    </StaffingCustomerId>
    <OrderId idOwner = "GM">
      <IdValue name = "Purchase Order">PO1234</IdValue>
    </OrderId>
    <HumanResourceId idOwner = "Kelly">
      <IdValue>HR4321</IdValue>
    </HumanResourceId>
  </ReferenceInformation>
</Assignment>
```

```
</HumanResourceId>
<PositionId validFrom = "2001-08-10" validTo = "2002-08-10" idOwner = "GM">
  <IdValue>POS1234</IdValue>
</PositionId>
</ReferenceInformation>
<CustomerReportingRequirements>
  <ManagerName>David Smith</ManagerName>
</CustomerReportingRequirements>
<Rates rateType = "pay" rateStatus = "agreed">
  <Amount rateAmountPeriod = "yearly" currency = "USD">30050</Amount>
  <Class>regular</Class>
  <StartDate>2001-11-01</StartDate>
</Rates>
<StaffingShift>
  <Id>
    <IdValue>First</IdValue>
  </Id>
</StaffingShift>
<AssignmentDateRange>
  <StartDate>2001-11-01</StartDate>
</AssignmentDateRange>
</Assignment>
```

6 Staffing Supplier

6.1 Objective

Within the framework of SIDES 1.0, the StaffingSupplier schema is used to describe the staffing supplier (company) and individual site locations and contacts of that company. Either the staffing customer, the intermediary or another staffing supplier within the SIDES framework may use the StaffingSupplier schema as a reference to a current front or back end system.

StaffingSupplier is not required to implement the core processes enabled by SIDES 1.0. However, this schema may be useful to trading partners in setting up backend systems or otherwise in setting up trading partner arrangements.

6.2 Scope

6.2.1 Major Components:

CompanyInfo - Placeholder for additional information about the staffing company. This includes address information and contact information about the larger supplier organization. It may be the corporate, country or divisional headquarters.

StaffingSupplierSite - Placeholder for elements and attributes describing each location of the staffing supplier. Within the StaffingSupplierSite is the address and contact information for each site.

6.2.2 Items Within Scope

- Ability to capture basic structure and contact information about a staffing supplier, primarily for the purpose of setup, qualification and reporting among trading partners.

6.2.3 Items Outside of Scope

- Capturing detailed hierarchical and organizational information – or specific workflow data (approval, authorization structure, etc.)
- Capturing details about contractual terms and conditions between a staffing supplier and another staffing supplier, staffing customer or intermediary.

6.3 Business Process

The following scenarios show some of the ways that the StaffingSupplier schema may be used:

- A staffing supplier may send the XML document to one or more of its own branches or subsidiaries to facilitate efficient and consistent setup in their front or back office system.
- A staffing supplier may send the XML document to an intermediary or job board to facilitate initial setup as a new trading partner.

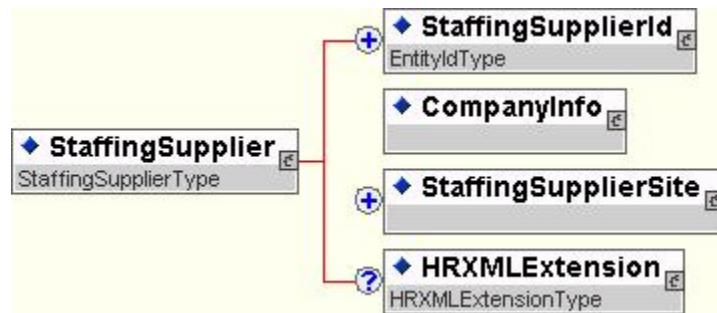
- A staffing supplier may send the XML document to an intermediary, staffing customer or other staffing supplier to streamline the distribution of orders in need of filling.
- An intermediary may use the data from the StaffingSupplier schema to identify who payment should be remitted to.

6.4 Schema Diagram

A full diagram of the schema is available at:

http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/StaffingSupplier.jpg

A high level diagram can be found below.



6.5 Data Dictionary

Component Name	ContentModel	Definition
[Global types listed at the end of the table.]	Data type Occurrence: Sequence Choice All (minOccurs/maxOccurs) Attributes	
/ StaffingSupplier	- StaffingSupplierType - (1/1)	Transaction used to submit information about a staffing company. Can be generated by the staffing company or an intermediary and sent to a staffing customer, an intermediary or another staffing company.
/ StaffingSupplier/ StaffingSupplierId	- EntityIdType - S (1/*)	Reference to a specific StaffingSupplier. [2.] Unique id used to identify the StaffingSupplier. [3.] Unique identifier for high level staffing company entity. [4.] Allows association of a contact to a StaffingSupplier entity. [5.] Unique identifier for the sender of the HumanResource transaction.
/ StaffingSupplier/ CompanyInfo	CompanyName - xsd:string - S (1/1) ContactType - StaffingContactType - S (1/1) ContactInfo - [see include/import] - S (1/*)	Placeholder for the company information, such as name, addresses and contacts.

/ StaffingSupplier/ CompanyInfo/ CompanyName	- xsd:string - S (1/1)	The name of the staffing company identified by the Id.
/ StaffingSupplier/ CompanyInfo/ ContactType	- StaffingContactType - S (1/1)	Type of contact or the role the contact has in relation to the position. [2.] Type of contact. [3.] Type of StaffingAction contact. e.g., created by, created on behalf of, sent to. [4.] Type of contact.
/ StaffingSupplier/ StaffingSupplierSite	SupplierSiteId - EntityType - S (1/1) SiteName - xsd:string - S (1/1) SiteContact - [complexType] - S (1/*)	Placeholder for supplier site information.
/ StaffingSupplier/ StaffingSupplierSite/ SupplierSiteId	- EntityType - S (1/1)	Unique identifier for a staffing supplier site.
/ StaffingSupplier/ StaffingSupplierSite/ SiteName	- xsd:string - S (1/1)	The Name of the StaffingSupplier site sending the transaction.
/ StaffingSupplier/ StaffingSupplierSite/ SiteContact	ContactInfo - [see include/import] - S (1/*) contactType StaffingContactType - required	Placeholder for the StaffingSupplierSite information.
/ StaffingSupplier/ StaffingSupplierSite/ SiteContact/ contactType	- StaffingContactType -	Type of contact or the role the contact has in relation to the position. [2.] Type of contact. [3.] Type of StaffingAction contact. e.g., created by, created on behalf of, sent to. [4.] Type of contact.
/ [StaffingSupplierType]	StaffingSupplierId - EntityType - S (1/*) CompanyInfo - [complexType] - S (1/1) StaffingSupplierSite - [complexType] - S (1/*) UserArea - [see include/import] - S (0/1)	Globally scoped data type. See element or attribute declaration for definition.

6.6 Reference Examples

```

<StaffingSupplier>
  <StaffingSupplierId>
    <IdValue>4567</IdValue>
  </StaffingSupplierId>
  <CompanyInfo>
    <CompanyName>IBM</CompanyName>
    <ContactType>Supervisor</ContactType>
  </CompanyInfo>
</StaffingSupplier>

```

```
<PersonName>
  <LegalName>James Smith</LegalName>
</PersonName>
<ContactMethod>
  <Telephone>
    <FormattedNumber>7703214567</FormattedNumber>
  </Telephone>
  <InternetWebAddress>http://www.IBM.com</InternetWebAddress>
</ContactMethod>
</ContactInfo>
</CompanyInfo>
<StaffingSupplierSite>
  <SupplierSiteId>
    <IdValue>10</IdValue>
  </SupplierSiteId>
  <SiteName>NY</SiteName>
  <SiteContact contactType = "supervisor">
    <ContactInfo>
      <PersonName>
        <LegalName>Kevin Morrison</LegalName>
      </PersonName>
      <ContactMethod>
        <Telephone>
          <FormattedNumber>2027653421</FormattedNumber>
        </Telephone>
        <InternetEmailAddress>kmorrison@ibm.com</InternetEmailAddress>
      </ContactMethod>
    </ContactInfo>
  </SiteContact>
</StaffingSupplierSite>
</StaffingSupplier>
```

7 Staffing Customer

7.1 Objective

Within the framework of SIDES 1.0, the StaffingCustomer schema is used to describe a staffing customer's contact information, basic organizational structure, work location(s), work environment(s) and non-position-specific requirements. It has three primary components:

- MasterCustomer (optional component that allows one or more StaffingCustomer XML documents to be linked to an overall company entity).
- StaffingCustomer (Primary component that captures basic customer contact and organizational structure detail. It may or may not contain a reference to a MasterCustomer).
- StaffingCustomerOrgUnit (Repeatable child of StaffingCustomer that captures location-specific detail and requirements).

StaffingCustomer is not required to implement the core processes enabled by SIDES 1.0. However, this schema may be useful to trading partners in setting up backend systems or otherwise in setting up trading partner arrangements.

7.2 Scope

7.2.1 Major Components:

The MasterCustomer and StaffingCustomer schemas reuse several elements and modules developed by other SIDES and HR-XML groups for consistency wherever possible and logical. The MasterCustomer component was designed to be used within one or more StaffingCustomer XML documents and is not intended to stand-alone. The StaffingCustomer XML document may be stand-alone and can support multiple subordinate OrgUnits, which may in turn, contain multiple work sites and environments.

The Major Components used in the StaffingCustomer schema are listed below. Please refer to section 1.2 for additional definitions.

- Staffing customer information – describes details of the customer, such as id, name, website, and contact information.
- ReferenceInfo.
- MasterCustomerInfo – describes the master company. For example, MasterCustomerID, name, contact information, demographic information, industry information and external identifiers (Tax ID, Global Duns number, etc.), unique to the highest level of a company. Used to tie multiple StaffingCustomer documents together (e.g. branches, subsidiaries, etc).
- StaffingCustomerOrgUnit - a branch, subsidiary, department or other organizational unit of a staffing customer or its master customer organization. If there are several business units associated with a staffing customer organization, the StaffingCustomerOrgUnit elements should all be direct children of StaffingCustomer element.

7.2.2 Items Within Scope

- The ability to capture basic hierarchical and organizational information about a staffing customer. (Primarily for the purpose of customer qualification, set up and roll-up reporting).

7.2.3 Items Outside of Scope

- Capturing customer-specific workflow data (approval, authorization structure, etc.)
- Capturing details about contractual terms and conditions between a staffing customer and staffing supplier or intermediary.

7.3 Business Process

The following scenarios show some of the ways a StaffingCustomer XML document might be used:

- A staffing supplier sends the document to one or more of its own branches or subsidiaries to facilitate efficient and consistent setup in their front or back office system.
- A staffing customer sends the document to a staffing supplier or intermediary to facilitate the quote or credit approval process.
- A staffing customer sends the document to a staffing manager (job advertising entity) as a part of a job posting document.

Business Process Usage Examples

Example 1 - transmission of a StaffingCustomer XML document to a staffing supplier followed by two StaffingOrder XML documents with status of RFQ (the messages may be serialized with the customer data first). The StaffingCustomer XML document has two direct child level OrgUnits. Each Org unit contains the StaffingOrderID relevant to that unit.

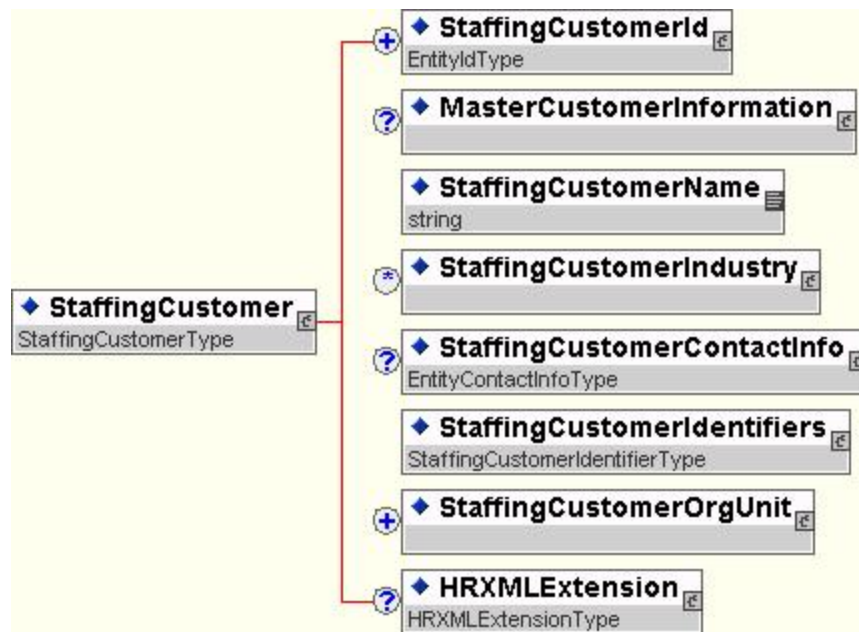
Example 2 - the staffing company in one location sending a StaffingCustomer XML document with a MasterCustomerInfo component to their affiliate staffing supplier in a different location.

7.4 Schema Diagram

A full diagram of the schema is available at:

http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/StaffingCustomer.jpg

A high level diagram can be found below.



7.5 Data Dictionary

See Appendix B for details on WorkSite and WorkSiteEnvironment.

Component Name	ContentModel	Definition
[Global types listed at the end of the table.]	Data type Occurrence: <u>S</u> equence <u>C</u> hoice <u>A</u> ll (minOccurs/maxOccurs) Attributes	
/ StaffingCustomer	- StaffingCustomerType - (1/1)	Transaction used to submit information about a customer entity. Can be generated by the customer, an intermediary or a staffing company and sent to an intermediary or staffing company
/ StaffingCustomer/ StaffingCustomerId	- EntityIdType - S (1/*)	Reference to a specific StaffingCustomer. [2.] Unique identifier for the staffing customer [3.] Allows association of a contact to a StaffingCustomer. [4.] Unique id used to identify the StaffingCustomer. [5.] Unique identifier for the intended ultimate recipient of the HumanResource transaction

<p>/ StaffingCustomer/ MasterCustomerInformation</p>	<p>MasterCustomerId - EntityIdType - S (1/1) MasterCustomerName - xsd:string - S (1/1) MasterCustomerContactInfo - EntityContactInfoType - S (0/1) MasterCustomerIndustry - [complexType] - S (0/*) MasterCustomerIdentifiers - StaffingCustomerIdentifierType - S (1/1) TaxIdNumber - EntityIdType - S (0/1) LegalIdNumber - EntityIdType - S (0/1) DunsNumber - DunsNumber - S (0/1)</p>	<p>Placeholder for optional information about the highest level or headquarter designation for the customer</p>
<p>/ StaffingCustomer/ MasterCustomerInformation/ MasterCustomerId</p>	<p>- EntityIdType - S (1/1)</p>	<p>industry details</p>
<p>/ StaffingCustomer/ MasterCustomerInformation/ MasterCustomerName</p>	<p>- xsd:string - S (1/1)</p>	<p>name of the customer's organization/company</p>
<p>/ StaffingCustomer/ MasterCustomerInformation/ MasterCustomerContactInfo</p>	<p>- EntityContactInfoType - S (0/1)</p>	<p>Contact information for the Master Customer entity</p>
<p>/ StaffingCustomer/ MasterCustomerInformation/ MasterCustomerIndustry</p>	<p>IndustryCode - xsd:string - (see IndustryCode group occurrence)</p>	<p>Description of the industry or industries that the Master Customer entity operates within</p>
<p>/ StaffingCustomer/ MasterCustomerInformation/ MasterCustomerIndustry/ IndustryCode</p>	<p>xsd:extension base: xsd:string</p>	<p>A code that specifies the type of industry or industries to which the Master Customer entity belongs</p>
<p>/ StaffingCustomer/ MasterCustomerInformation/ MasterCustomerIndustry/ IndustryCode/ primaryIndicator</p>	<p>- xsd:boolean -</p>	<p>If there are multiple applicable industry codes for this company, they should be listed in separate IndustryCode elements. It is assumed they will be listed in order of relevance to the Master Customer entity [2.] If there are multiple applicable industry codes for this company, they should be listed in separate IndustryCode elements. It is assumed they will be listed in order of relevance first to the StaffingCustomer entity, then to any children (Org Units) if desired</p>

/ StaffingCustomer/ MasterCustomerInformation/ MasterCustomerIndustry/ IndustryCode/ classificationName	- xsd:string -	The name of the agency that issued the industry code
/ StaffingCustomer/ MasterCustomerInformation/ MasterCustomerIdentifiers	- StaffingCustomerIdentifierType - S (1/1)	Placeholder element for unique externally issued identifiers
/ StaffingCustomer/ MasterCustomerInformation/ MasterCustomerIdentifiers/ TaxIdNumber	- EntityIdType - S (0/1)	Format varies from country to country [2.] varies from country to country
/ StaffingCustomer/ MasterCustomerInformation/ MasterCustomerIdentifiers/ LegalIdNumber	- EntityIdType - S (0/1)	Format varies from country to country [2.] varies from country to country
/ StaffingCustomer/ MasterCustomerInformation/ MasterCustomerIdentifiers/ DunsNumber	xsd:extension base: DunsNumber	Unique identifier issued by Dunn & Bradstreet
/ StaffingCustomer/ MasterCustomerInformation/ MasterCustomerIdentifiers/ DunsNumber/ dunsNumberType	- DunsNumberType -	Defines the type or nature of the DunsNumber referenced. Used to further relay hierarchical structure to the StaffingCustomer schema [2.] Defines the type of the DunsNumber referenced. Used to further relay hierarchical structure to the StaffingCustomer schema
/ StaffingCustomer/ StaffingCustomerName	- xsd:string - S (1/1)	The name of the customer's organization
/ StaffingCustomer/ StaffingCustomerIndustry	IndustryCode - xsd:string - (see IndustryCode group occurrence)	Description of the industry or industries that the Customer entity belongs to
/ StaffingCustomer/ StaffingCustomerIndustry/ IndustryCode	xsd:extension base: xsd:string	A code that specifies the type of industry or industries to which the Master Customer entity belongs

/ StaffingCustomer/ StaffingCustomerIndustry/ IndustryCode/ primaryIndicator	- xsd:boolean -	If there are multiple applicable industry codes for this company, they should be listed in separate IndustryCode elements. It is assumed they will be listed in order of relevance to the Master Customer entity [2.] If there are multiple applicable industry codes for this company, they should be listed in separate IndustryCode elements. It is assumed they will be listed in order of relevance first to the StaffingCustomer entity, then to any children (Org Units) if desired
/ StaffingCustomer/ StaffingCustomerIndustry/ IndustryCode/ classificationName	- xsd:string -	The name of the agency that issued the industry code
/ StaffingCustomer/ StaffingCustomerContactInfo	- EntityContactInfoType - S (0/1)	Contact information for the Customer entity
/ StaffingCustomer/ StaffingCustomerIdentifiers	- StaffingCustomerIdentifierType - S (1/1)	Placeholder element for unique externally issued identifiers
/ StaffingCustomer/ StaffingCustomerIdentifiers/ TaxIdNumber	- EntityIdType - S (0/1)	Format varies from country to country [2.] varies from country to country
/ StaffingCustomer/ StaffingCustomerIdentifiers/ LegalIdNumber	- EntityIdType - S (0/1)	Format varies from country to country [2.] varies from country to country
/ StaffingCustomer/ StaffingCustomerIdentifiers/ DunsNumber	xsd:extension base: DunsNumber	Unique identifier issued by Dunn & Bradstreet
/ StaffingCustomer/ StaffingCustomerIdentifiers/ DunsNumber/ dunsNumberType	- DunsNumberType -	Defines the type or nature of the DunsNumber referenced. Used to further relay hierarchical structure to the StaffingCustomer schema [2.] Defines the type of the DunsNumber referenced. Used to further relay hierarchical structure to the StaffingCustomer schema

<p>/ StaffingCustomer/ StaffingCustomerOrgUnit</p>	<p>StaffingCustomerOrgUnitId - EntityIdType - S (1/1) StaffingCustomerOrgUnitType - xsd:string - S (0/1) StaffingCustomerOrgUnitName - xsd:string - S (1/1) BillingInfo - xsd:string - S (0/1) WorkSite - [see include/import] - S (1/1) WorkSiteEnvironment - [see include/import] - S (0/*) SpecialRequirements - [complexType] - S (0/1)</p>	<p>Placeholder for a branch, subsidiary, department or other organizational unit of a customer</p>
<p>/ StaffingCustomer/ StaffingCustomerOrgUnit/ StaffingCustomerOrgUnitId</p>	<p>- EntityIdType - S (1/1)</p>	<p>Uniqu identifier for a sub-entity of the StaffingCustomer. [2.] Reference to a specific StaffingCustomerOrgUnit. [3.] Unique id used to identify a particular OrgUnit within the StaffingCustomer.</p>
<p>/ StaffingCustomer/ StaffingCustomerOrgUnit/ StaffingCustomerOrgUnitType</p>	<p>- xsd:string - S (0/1)</p>	<p>The type of organizationUnit. e.g., subsidiary, branch, department, team.</p>
<p>/ StaffingCustomer/ StaffingCustomerOrgUnit/ StaffingCustomerOrgUnitName</p>	<p>- xsd:string - S (1/1)</p>	<p>The name of the StaffingCustomer organizational unit</p>
<p>/ StaffingCustomer/ StaffingCustomerOrgUnit/ BillingInfo</p>	<p>BillToEntityId - EntityIdType - S (0/*) EntityContactInfo - [see include/import] - S (1/1) Currency - xsd:string - S (1/1)</p>	<p>Billing information such as person, address and currency</p>
<p>/ StaffingCustomer/ StaffingCustomerOrgUnit/ BillingInfo/ BillToEntityId</p>	<p>- EntityIdType - S (0/*)</p>	<p>Unique id used to identify the billing information for the StaffingCustomer OrgUnit [2.] Reference to a specific entity responsible for the payment of related invoices. [3.] Unique id used to identify the billing information in the StaffingCustomer.</p>
<p>/ StaffingCustomer/ StaffingCustomerOrgUnit/ BillingInfo/ Currency</p>	<p>xsd:restriction base: xsd:string</p>	<p>Currency used for billing at this OrgUnit</p>
<p>/ StaffingCustomer/ StaffingCustomerOrgUnit/ SpecialRequirements</p>	<p>CustomerReportingRequirements - [see include/import] - S (0/1) NonDisclosureRequired - xsd:boolean - S (0/1) ScreeningRequirements - [complexType] - S (0/*)</p>	<p>Any unique needs one of the schedule-related parties may have. [2.] Unique requirements about the customer for all employees</p>

/ StaffingCustomer/ StaffingCustomerOrgUnit/ SpecialRequirements/ NonDisclosureRequired	- xsd:boolean - S (0/1)	Indicates if a non-disclosure agreement is required
/ StaffingCustomer/ StaffingCustomerOrgUnit/ SpecialRequirements/ ScreeningRequirements	screeningType ScreeningType - required	Placeholder for the various screening checks the customer requires for all staffing resources [2.] Placeholder element for screening tests or information needed to work in the position.
/ StaffingCustomer/ StaffingCustomerOrgUnit/ SpecialRequirements/ ScreeningRequirements/ screeningType	- ScreeningType -	Type of screening required and reported on.
/ [StaffingCustomerType]	StaffingCustomerId - EntityIdType - S (1/*) MasterCustomerInformation - [complexType] - S (0/1) StaffingCustomerName - xsd:string - S (1/1) StaffingCustomerIndustry - [complexType] - S (0/*) StaffingCustomerContactInfo - EntityContactInfoType - S (0/1) StaffingCustomerIdentifiers - StaffingCustomerIdentifierType - S (1/1) TaxIdNumber - EntityIdType - S (0/1) LegalIdNumber - EntityIdType - S (0/1) DunsNumber - DunsNumber - S (0/1) StaffingCustomerOrgUnit - xsd:string - S (1/*) UserArea - [see include/import] - S (0/1)	Globally scoped data type. See element or attribute declaration for definition.
/ [StaffingCustomerIdentifierType]	TaxIdNumber - EntityIdType - S (0/1) LegalIdNumber - EntityIdType - S (0/1) DunsNumber - DunsNumber - S (0/1)	Globally scoped data type. See element or attribute declaration for definition.
/ [DunsNumberType]	xsd:restriction base: xsd:string [Enumerations]: standard Duns, global ultimate, domestic ultimate	Globally scoped data type. See element or attribute declaration for definition.
/ [DunsNumber]	xsd:restriction base: xsd:string	Globally scoped data type. See element or attribute declaration for definition.

7.6 Reference Examples

```
<StaffingCustomer>
  <StaffingCustomerId>
    <IdValue>GE54321</IdValue>
  </StaffingCustomerId>
  <MasterCustomerInformation>
    <MasterCustomerId>
      <IdValue>GE19876</IdValue>
    </MasterCustomerId>
    <MasterCustomerName>General Electric</MasterCustomerName>
    <MasterCustomerContactInfo>
      <EntityName>General Electric Company</EntityName>
      <PersonName>
        <LegalName>John Doe</LegalName>
      </PersonName>
      <ContactMethod>
        <Telephone>
          <FormattedNumber>203373221</FormattedNumber>
        </Telephone>
        <PostalAddress>
          <CountryCode>US</CountryCode>
          <PostalCode>06431</PostalCode>
          <Region>CT</Region>
          <Municipality>Fairfield</Municipality>
          <DeliveryAddress>
            <AddressLine>3135 Easton Tumpike</AddressLine>
          </DeliveryAddress>
        </PostalAddress>
      </ContactMethod>
    </MasterCustomerContactInfo>
    <MasterCustomerIndustry>
      <IndustryCode primaryIndicator = "true" classificationName = "NAICS">3352</IndustryCode>
    </MasterCustomerIndustry>
    <MasterCustomerIdentifiers>
      <DunsNumber dunsNumberType = "standard Duns">123-456-7890</DunsNumber>
    </MasterCustomerIdentifiers>
  </MasterCustomerInformation>
  <StaffingCustomerName>GE Capital Information Technology Services</StaffingCustomerName>
  <StaffingCustomerIndustry>
    <IndustryCode primaryIndicator = "true" classificationName = "NAICS">5231</IndustryCode>
  </StaffingCustomerIndustry>
  <StaffingCustomerContactInfo>
    <EntityName>GE Capital IT Solutions</EntityName>
    <ContactMethod/>
  </StaffingCustomerContactInfo>
  <StaffingCustomerIdentifiers/>
  <StaffingCustomerOrgUnit>
    <StaffingCustomerOrgUnitId>
      <IdValue>GECITS-C</IdValue>
    </StaffingCustomerOrgUnitId>
    <StaffingCustomerOrgUnitType>Branch</StaffingCustomerOrgUnitType>
    <StaffingCustomerOrgUnitName>GECITS-Canada</StaffingCustomerOrgUnitName>
  <BillingInfo>
    <EntityContactInfo>
      <EntityName>GECITS Billing</EntityName>
      <ContactMethod>
        <PostalAddress>
          <CountryCode>CA</CountryCode>
          <Region>ON</Region>
          <Municipality>Mississauga</Municipality>
          <DeliveryAddress>
            <AddressLine>2480 Meadowvale Blvd</AddressLine>
            <BuildingNumber>L5N 7Y1</BuildingNumber>
          </DeliveryAddress>
        </PostalAddress>
      </ContactMethod>
    </EntityContactInfo>
  </BillingInfo>
</StaffingCustomer>
```

```
</EntityContactInfo>  
<Currency>USD</Currency>  
</BillingInfo>  
<WorkSite>  
  <WorkSiteId>  
    <Id/>  
  </WorkSiteId>  
  <WorkSiteName/>  
</WorkSite>  
<SpecialRequirements>  
  <ScreeningRequirements screeningType = "drug"/>  
  <ScreeningRequirements screeningType = "crime"/>  
</SpecialRequirements>  
</StaffingCustomerOrgUnit>  
</StaffingCustomer>
```


8 Staffing Action

8.1 Objective

Within the framework of SIDES 1.0, the StaffingAction schema describes mainly iterative actions between a staffing supplier, staffing customer and/or intermediary without the need to send complete schemas such as the HumanResource schema, back and forth. The StaffingAction XML document can be used to:

- Request information and respond to that request.
- Request an action and respond to that action.
- Request communication (It is expected that a response to this type of request would be offline).

8.2 Scope

8.2.1 Major Components

The Major Components used in the StaffingAction schema are listed below. Please refer to section 1.2 for additional definitions.

- ReferenceInformation.
- StaffingAction Information – describes the staffing action, such as the kind of action (request/response) and additional comments.
- Effective Dating Information – defines who created the staffing action request or the person to whom the request should be sent.
- StaffingActionSchedule - used for planning when a StaffingAction request/response is required by one of the parties.
- StaffingActionResult - used to indicate the result of a previous StaffingAction request/response.

8.2.2 Items Within Scope

- Ability to send and receive additional data regarding processes between parties.
- Ability to create a request for information, communication or action to be taken by one of the parties.
- Ability to create a response to the request for information, or action taken by one of the parties.

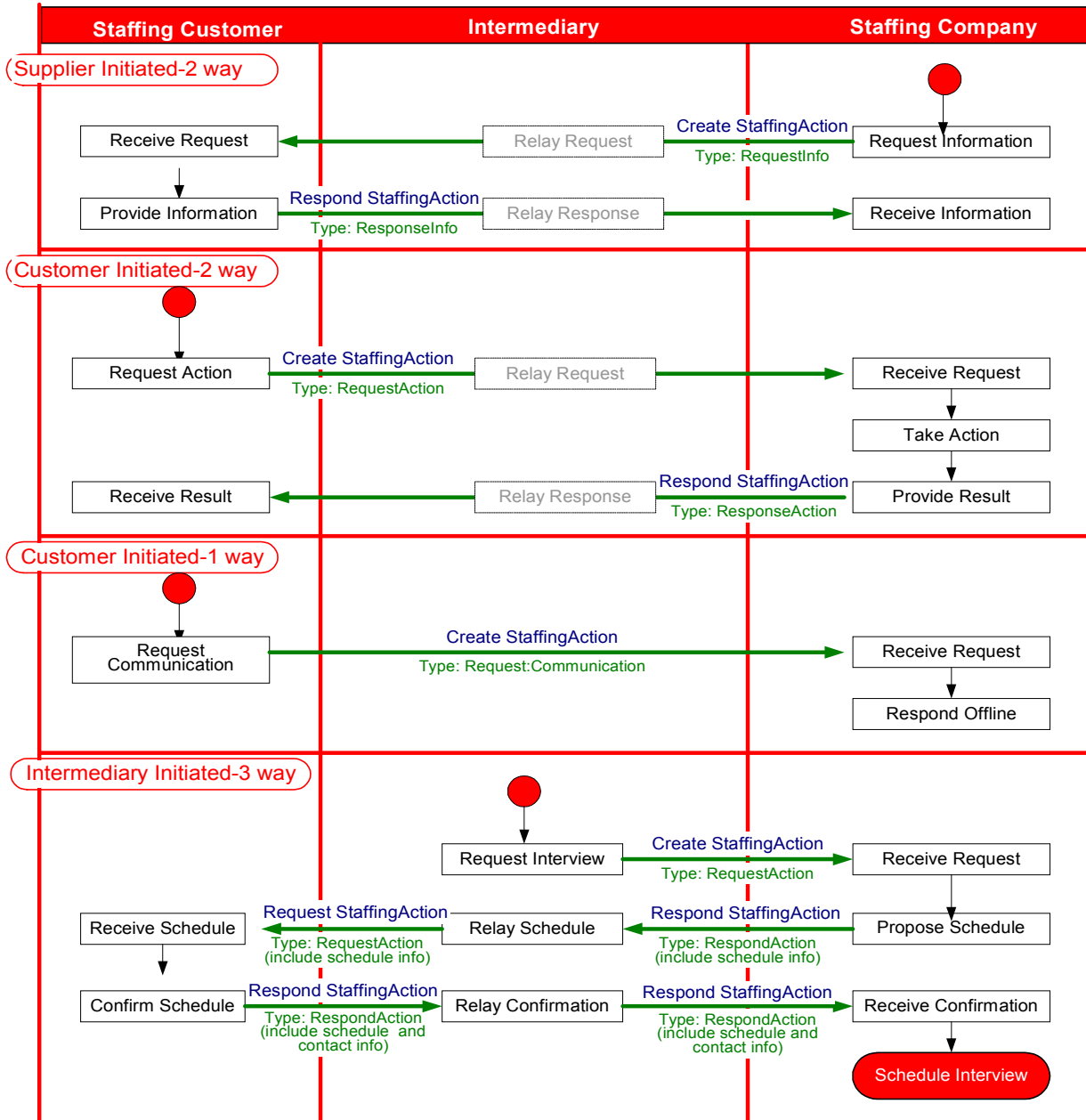
8.2.3 Items Outside of Scope

- StaffingAction is not intended to provide an alternative method to communicate changes in previously transmitted transactions, or changes to status of previously sent transactions; for example, closing an assignment or cancelling an staffing order or position should be either be done with the Assignment, or StaffingOrder schemas themselves.

8.3 Business Process

The staffing supplier, the staffing customer and/or the intermediary may initiate the StaffingAction transaction. It is designed and provided for ongoing communication and can be used for fine-tuning information and data from other schemas and processes. It is essentially a messaging mechanism and the open enumerated element StaffingActionType provides for five actions, but will accept any other actions as may be required.

SIDES StaffingAction Processes

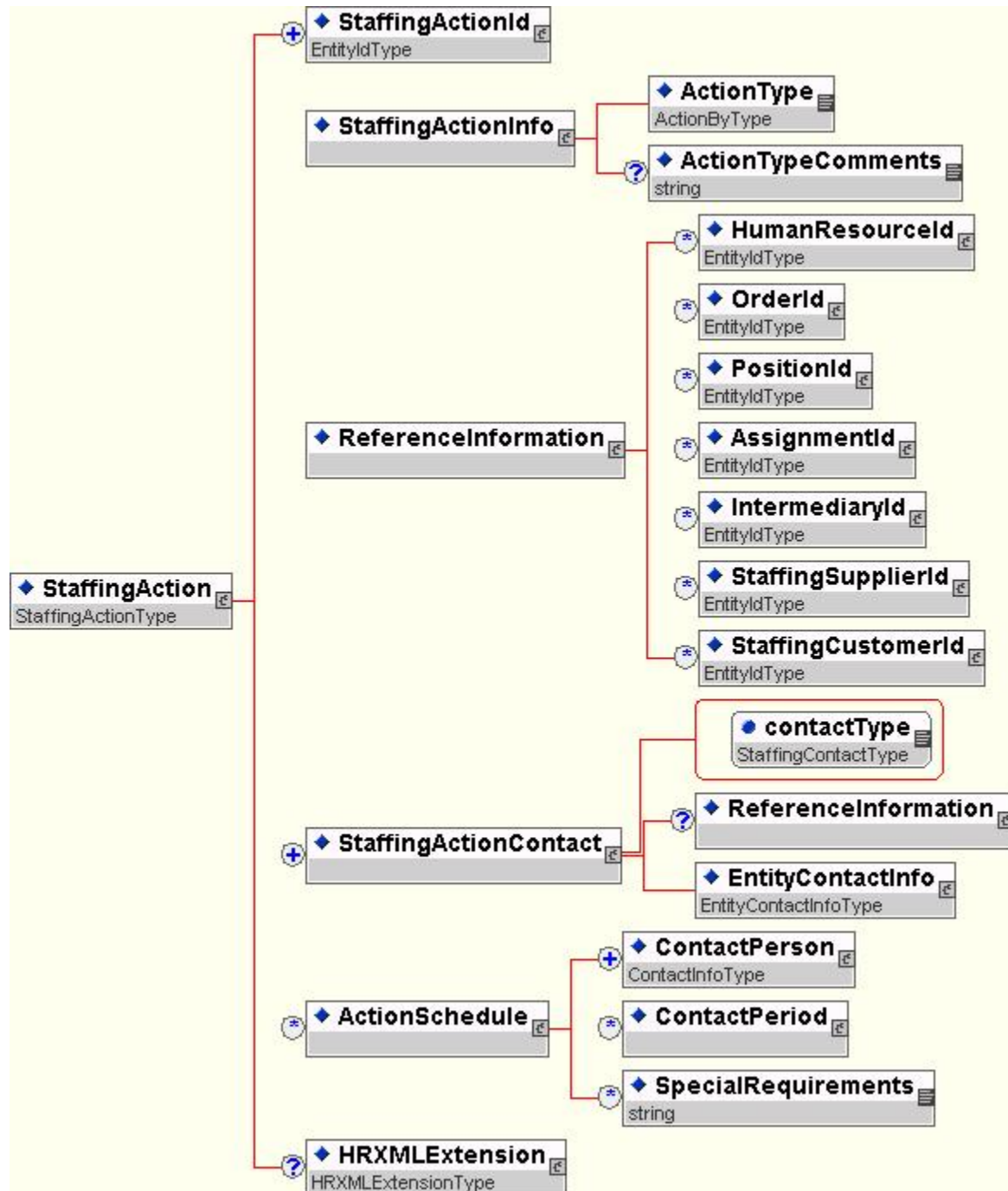


8.4 Schema Diagram

A full diagram of the schema is available at:

http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/StaffingAction.jpg

A high level diagram can be found below.



8.5 Data Dictionary

Component Name [Global types listed at the end of the table.]	ContentModel Data type Occurrence: <u>Sequence</u> <u>Choice</u> <u>All</u> (minOccurs/maxOccurs) Attributes	Definition
/ StaffingAction	- StaffingActionType - (1/1)	A schema intended to be communicative in nature. In most cases the content will be read rather than parsed to feed a front or back office system.
/ StaffingAction/ StaffingActionId	- EntityIdType - S (1/*)	Unique identifier for a staffing action.
/ StaffingAction/ StaffingActionInfo	ActionType - ActionByType - S (1/1) - [Union]: KnownActionByType,xsd:stringActionTypeComments - xsd:string - S (0/1)	Placeholder for information about the StaffingAction based on type.
/ StaffingAction/ StaffingActionInfo/ ActionType	- ActionByType - S (1/1)	Conveys the nature of the staffing action. - [Union]: KnownActionByType,xsd:string
/ StaffingAction/ StaffingActionInfo/ ActionTypeComments	- xsd:string - S (0/1)	Free form comment to relay details about the staffing action type.
/ StaffingAction/ ReferenceInformation	HumanResourceId - EntityIdType - S (0/*) OrderId - EntityIdType - S (0/*) PositionId - EntityIdType - S (0/*) AssignmentId - EntityIdType - S (0/*) IntermediaryId - EntityIdType - S (0/*) StaffingSupplierId - EntityIdType - S (0/*) StaffingCustomerId - EntityIdType - S (0/*)	Placeholder element for reference information about other entities. [2.] Placeholder element for reference information regarding other business entities or transactions. [3.] Placeholder element for reference information regarding other entities associated with the StaffingOrder. [4.] Placeholder element for reference information regarding other business entities associated with the transaction.
/ StaffingAction/ ReferenceInformation/ HumanResourceId	- EntityIdType - S (0/*)	Reference to a specific HumanResource.
/ StaffingAction/ ReferenceInformation/ OrderId	- EntityIdType - S (0/*)	Reference to a specific StaffingOrder. [2.] Identifier of the order from the customer for which the staffing resource is being submitted. [3.] Unique identifier for a staffing order.

/ StaffingAction/ ReferenceInformation/ PositionId	- EntityIdType - S (0/*)	Reference to a specific position. [2.] Reference to a uniquely identifiable position. [3.] Identifier of the position from the customer for which the staffing resource is being submitted.
/ StaffingAction/ ReferenceInformation/ AssignmentId	- EntityIdType - S (0/*)	Identifier of the assignment eventually agreed to by the trading partners. [2.] Reference to a specific Assignment. [3.] Unique identifier for the assignment.
/ StaffingAction/ ReferenceInformation/ IntermediaryId	- EntityIdType - S (0/*)	Unique id for an intermediary (White Amber, Chimes, etc.) [2.] Reference to a specific intermediary. [3.] Allows association of a contact to an intermediary. [4.] Reference to a specific intermediary. [5.] Unique identifier for the Vendor Management System which is the initial recipient of the transaction.
/ StaffingAction/ ReferenceInformation/ StaffingSupplierId	- EntityIdType - S (0/*)	Reference to a specific StaffingSupplier. [2.] Unique id used to identify the StaffingSupplier. [3.] Unique identifier for high level staffing company entity. [4.] Allows association of a contact to a StaffingSupplier entity. [5.] Unique identifier for the sender of the HumanResource transaction.
/ StaffingAction/ ReferenceInformation/ StaffingCustomerId	- EntityIdType - S (0/*)	Reference to a specific StaffingCustomer. [2.] Unique identifier for the staffing customer [3.] Allows association of a contact to a StaffingCustomer. [4.] Unique id used to identify the StaffingCustomer. [5.] Unique identifier for the intended ultimate recipient of the HumanResource transaction
/ StaffingAction/ StaffingActionContact	ReferenceInformation - [complexType] - S (0/1) EntityContactInfo - [see include/import] - S (1/1) contactType StaffingContactType - required	Placeholder for contact information about the initiators of or the respondents to the StaffingAction.
/ StaffingAction/ StaffingActionContact/ contactType	- StaffingContactType -	Type of contact or the role the contact has in relation to the position. [2.] Type of contact. [3.] Type of StaffingAction contact. e.g., created by, created on behalf of, sent to. [4.] Type of contact.

<p>/ StaffingAction/ StaffingActionContact/ ReferenceInformation</p>	<p>StaffingSupplierId - <code>xsd:string - C (1/*)</code> IntermediaryId - <code>xsd:string - C (0/*)</code> StaffingCustomerId - <code>xsd:string - C (1/*)</code></p>	<p>Placeholder element for reference information about other entities. [2.] Placeholder element for reference information regarding other business entities or transactions. [3.] Placeholder element for reference information regarding other entities associated with the StaffingOrder. [4.] Placeholder element for reference information regarding other business entities associated with the transaction.</p>
<p>/ StaffingAction/ StaffingActionContact/ ReferenceInformation/ StaffingSupplierId</p>	<p>- <code>xsd:string - C (1/*)</code></p>	<p>Reference to a specific StaffingSupplier. [2.] Unique id used to identify the StaffingSupplier. [3.] Unique identifier for high level staffing company entity. [4.] Allows association of a contact to a StaffingSupplier entity. [5.] Unique identifier for the sender of the HumanResource transaction.</p>
<p>/ StaffingAction/ StaffingActionContact/ ReferenceInformation/ IntermediaryId</p>	<p>- <code>xsd:string - C (0/*)</code></p>	<p>Unique id for an intermediary (White Amber, Chimes, etc.) [2.] Reference to a specific intermediary. [3.] Allows association of a contact to an intermediary. [4.] Reference to a specific intermediary. [5.] Unique identifier for the Vendor Management System which is the initial recipient of the transaction.</p>
<p>/ StaffingAction/ StaffingActionContact/ ReferenceInformation/ StaffingCustomerId</p>	<p>- <code>xsd:string - C (1/*)</code></p>	<p>Reference to a specific StaffingCustomer. [2.] Unique identifier for the staffing customer [3.] Allows association of a contact to a StaffingCustomer. [4.] Unique id used to identify the StaffingCustomer. [5.] Unique identifier for the intended ultimate recipient of the HumanResource transaction</p>
<p>/ StaffingAction/ ActionSchedule</p>	<p>ContactPerson - <code>ContactInfoType - S (1/*)</code> ContactPeriod - <code>[complexType] - S (0/*)</code> SpecialRequirements - <code>xsd:string - S (0/*)</code></p>	<p>Details about the StaffingAction's schedule or timing if appropriate.</p>
<p>/ StaffingAction/ ActionSchedule/ ContactPerson</p>	<p>- <code>ContactInfoType - S (1/*)</code></p>	<p>Placeholder element for the schedule contact person name.</p>
<p>/ StaffingAction/ ActionSchedule/ ContactPeriod</p>	<p>StartDateTime - <code>AnyDateTimeNaType - S (0/1)</code> EndDateTime - <code>AnyDateTimeNaType - S (0/1)</code></p>	<p>The interval when the contact occurs or is scheduled to occur.</p>
<p>/ StaffingAction/ ActionSchedule/ ContactPeriod/ StartDateTime</p>	<p>- <code>AnyDateTimeNaType - S (0/1)</code></p>	<p>The date/time the interaction first begins, or is scheduled to begin.</p>

/ StaffingAction/ ActionSchedule/ ContactPeriod/ EndDateTime	- AnyDateTimeNaType - S (0/1)	The date/time the interaction ends or is scheduled to end.
/ StaffingAction/ ActionSchedule/ SpecialRequirements	- xsd:string - S (0/*)	Any unique needs one of the schedule-related parties may have. [2.] Unique requirements about the customer for all employees
/ [StaffingActionType]	StaffingActionId - EntityIdType - S (1/*) StaffingActionInfo - [complexType] - S (1/1) ReferenceInformation - [complexType] - S (1/1) StaffingActionContact - [complexType] - S (1/*) ActionSchedule - [complexType] - S (0/*) UserArea - [see include/import] - S (0/1)	Globally scoped data type. See element or attribute declaration for definition.
/ [KnownActionByType]	xsd:restriction base: xsd:string [Enumerations]: request info, request action, request communication, response info, response action	Globally scoped data type. See element or attribute declaration for definition.
/ [ActionByType]	- [Union]: KnownActionByType,xsd:string	Globally scoped data type. See element or attribute declaration for definition.

8.6 Reference Examples

```

<StaffingAction>
  <StaffingActionId validFrom = "2002-01-26" validTo = "2002-01-30" idOwner = "IBM">
    <IdValue>SA1235</IdValue>
  </StaffingActionId>
  <StaffingActionInfo>
    <ActionType>request info</ActionType>
  </StaffingActionInfo>
  <ReferenceInformation>
    <HumanResourceId idOwner = "Kelly">
      <IdValue>hr3456</IdValue>
    </HumanResourceId>
    <PositionId idOwner = "IBM">
      <IdValue>p2345</IdValue>
    </PositionId>
  </ReferenceInformation>
  <StaffingActionContact contactType = "created by">
    <EntityContactInfo>
      <EntityName>IBM</EntityName>
      <PersonName>
        <LegalName>Rick Carter</LegalName>
      </PersonName>
      <ContactMethod>
        <Telephone>
          <FormattedNumber>7709865437</FormattedNumber>
        </Telephone>
      </ContactMethod>
    </EntityContactInfo>
  </StaffingActionContact>
  <ActionSchedule>
    <ContactPerson>
      <PersonName>

```

<LegalName>Tina Tuner</LegalName>
</PersonName>
<ContactMethod>
 <Telephone>
 <FormattedNumber>2143213452</FormattedNumber>
 </Telephone>
</ContactMethod>
</ContactPerson>
<SpecialRequirements>Bring in Cadidate for an interview between 01-27 and 01-30</SpecialRequirements>
</ActionSchedule>
</StaffingAction>

9 Extended TimeCard

9.1 Objective

SIDES 1.0 will use the HR-XML Timecard 2.0 schema, which supports extensions as described at the end of this chapter. The objective of the TimeCard 2.0 schema is:

"... to provide a simple definition of the elements required to report time worked and expenses incurred. Future versions are expected to allow for more sophisticated definition of tasks and expenses, however, this initial definition is flexible enough to handle typical ways that time worked is expressed, plus a simple format for the representation of expenses.

Time worked is typically expressed in the following ways:

- Time Events – Defined as a timestamp that marks the occurrence of a particular event. (e.g. 8am began working)
- Time Intervals – Defined as an expression of time to be paid or billed at a particular rate on a specific date during which a particular type of work was done. The time might be expressed as a total quantity, for example, on 7/1/01 worked 4 hours at 20.00 USD, regular, billable-hours on Project A. Or time could be expressed as an interval, for example 8am to 1pm, during which a particular activity took place.
- Expenses Incurred – Defined as a reimbursable amount incurred while working on assignment or project. Includes date, value and currency indicator and additional data (e.g. On 7/1/01 incurred 25.00 USD Non-Billable Meal Expense)."

9.2 Business Process

The Time Capture business process shown below is meant to generically capture the concept of a web-based time capture system. In the example, it shows how a third party would do this. However, Time Capture may be done at the staffing customers site, for example through a personal computer, a shop floor kiosk or HR-XML enabled time clock, by IVR telephone which provides an HR-XML feed to a back-office system. Such systems, which gather time from various sources, usually involve process approvals from the staffing customer then transfer the time records to a staffing supplier's back office system for payroll and invoice processing.

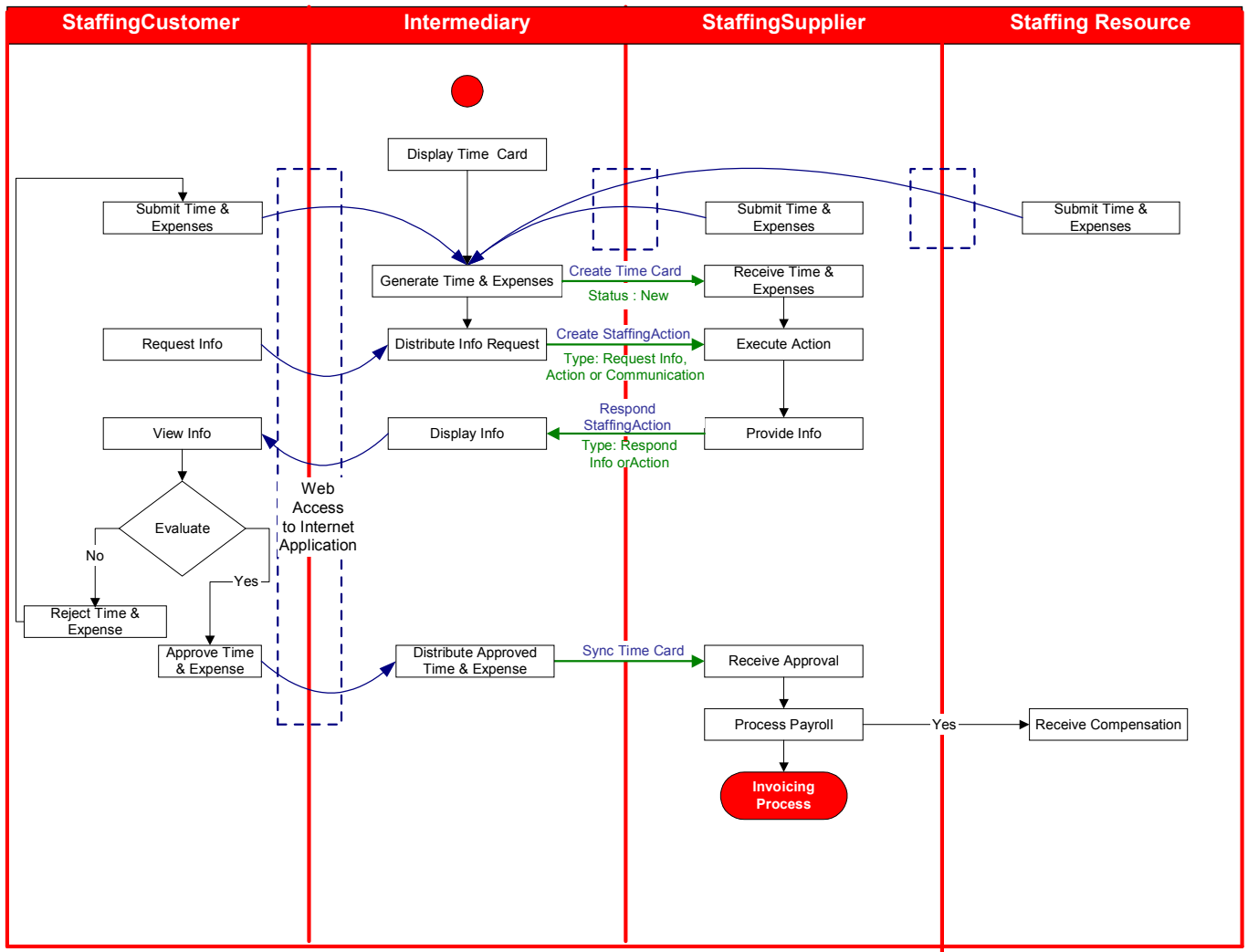
In the example the following steps are performed:

- The web-based application is given sufficient information about an assignment to make a screen based "time card" available to the appropriate party – usually the staffing resource, but also the staffing supplier or staffing customer, could fill out a time card, depending on the particulars of the assignment.
- Once the time card has been created it is submitted to the staffing customer for approval and from there, in its approved form to the staffing supplier. However, the staffing supplier may require unapproved time-card data as there may exist a requirement to satisfy its wage

and hour law obligations whether or not the staffing customer approval process takes place in a timely manner.

- There is the possibility of an exchange of data between the staffing customer and staffing supplier – perhaps a request for more information about a particular staffing resource’s hours worked or expenses claimed.
- After approval has occurred, the time record is now sent to the staffing supplier. In the example below, it is accompanied by the SYNC verb as part of the messaging format. If done in this way and in a timely manner, this approved record could overwrite the previous, unapproved version and payroll and invoicing processing can proceed as usual.

SIDES Time Capture Process



Extensions for Use with SIDES

The TimeCardAdditionalData schema declares the SIDES-specific elements that are included in the TimeCard schema via the <AdditionalData> ANY element. For consistency throughout an entire SIDES process implementation, it is important that these extensions are used. Further details are available in the Staffing Invoice Overview section of this document. The following modules are included within the TimeCardAdditionalData schema:

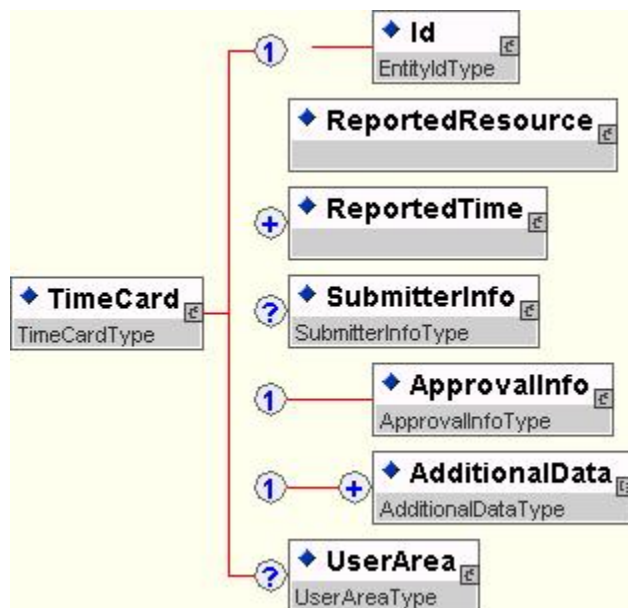
- ReferenceInformation - much of the SIDES data exchange depends upon the trading and tracking of various IDs. This module allows the use of any or all of the defined IDs without introducing the confusion of inconsistent element names. Currently defined IDs are:
 - StaffingCustomerId
 - StaffingSupplierId
 - IntermediaryId
 - OrderId
 - PositionId
 - MasterOrderId
 - AssignmentId
 - HumanResourceId
- Use of the CustomerReportingRequirements module.

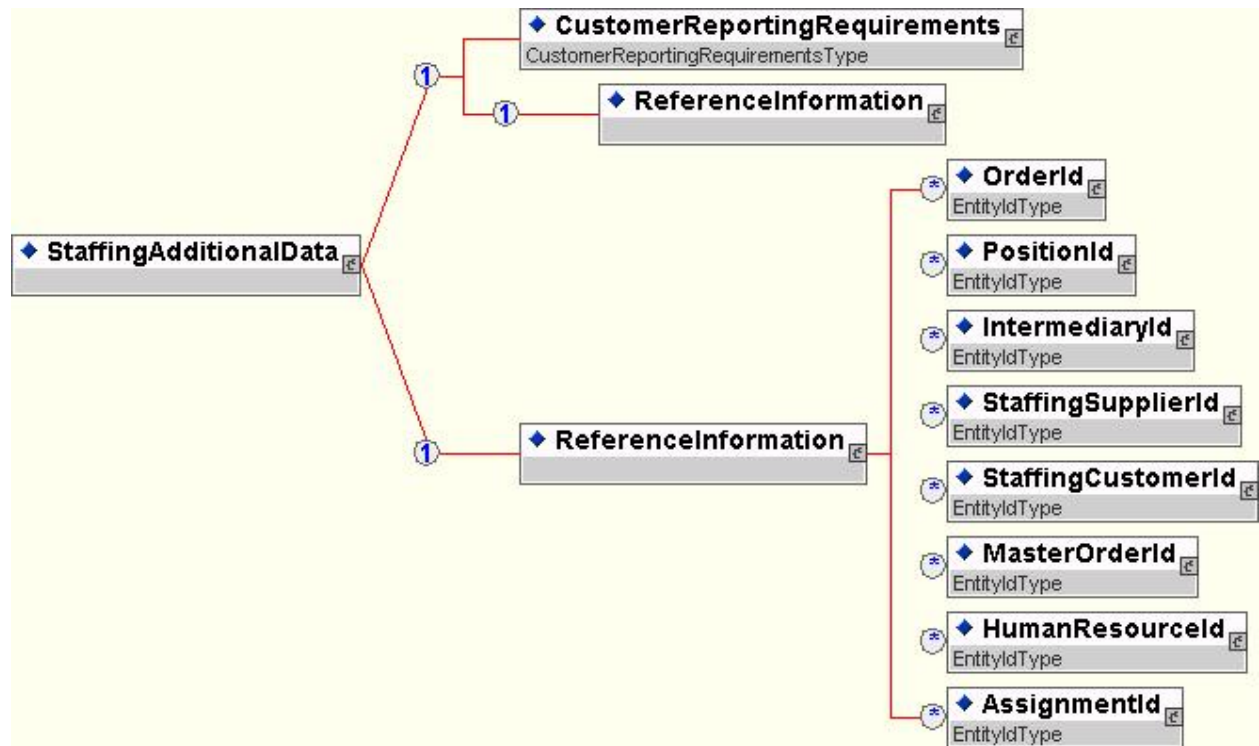
9.3 Schema Diagram

A high level diagram for the TimeCard 2.0 and the full StaffingAdditionalData schema are shown below. Appendix C contains details on CustomerReporting Requirements.

A full diagram of the TimeCard 2.0 schema is available at:

http://ns.hr-xml.org/2_0/HR-XML-2_0/Timecard/TimeCard.jpg





9.4 Data Dictionary

Component Name	ContentModel	Definition
[Global types listed at the end of the table.]	Data type Occurrence: Sequence Choice All (minOccurs/maxOccurs) Attributes	

/ ReferenceInformation	<p>OrderId - EntityIdType - (see ReferenceInformation group occurrence)</p> <p>PositionId - EntityIdType - (see ReferenceInformation group occurrence)</p> <p>IntermediaryId - EntityIdType - (see ReferenceInformation group occurrence)</p> <p>StaffingSupplierId - EntityIdType - (see ReferenceInformation group occurrence)</p> <p>StaffingCustomerId - EntityIdType - (see ReferenceInformation group occurrence)</p> <p>MasterOrderId - EntityIdType - (see ReferenceInformation group occurrence)</p> <p>HumanResourceId - EntityIdType - (see ReferenceInformation group occurrence)</p> <p>AssignmentId - EntityIdType - (see ReferenceInformation group occurrence)</p>	Placeholder element for reference information about other entities. [2.] Placeholder element for reference information regarding other business entities or transactions. [3.] Placeholder element for reference information regarding other entities associated with the StaffingOrder. [4.] Placeholder element for reference information regarding other business entities associated with the transaction.
/ ReferenceInformation/ OrderId	- EntityIdType - (see ReferenceInformation group occurrence)	Reference to a specific StaffingOrder. [2.] Identifier of the order from the customer for which the staffing resource is being submitted. [3.] Unique identifier for a staffing order.
/ ReferenceInformation/ PositionId	- EntityIdType - (see ReferenceInformation group occurrence)	Reference to a specific position. [2.] Reference to a uniquely identifiable position. [3.] Identifier of the position from the customer for which the staffing resource is being submitted.
/ ReferenceInformation/ IntermediaryId	- EntityIdType - (see ReferenceInformation group occurrence)	Unique id for an intermediary (White Amber, Chimes, etc.) [2.] Reference to a specific intermediary. [3.] Allows association of a contact to an intermediary. [4.] Reference to a specific intermediary. [5.] Unique identifier for the Vendor Management System which is the initial recipient of the transaction.
/ ReferenceInformation/ StaffingSupplierId	- EntityIdType - (see ReferenceInformation group occurrence)	Reference to a specific StaffingSupplier. [2.] Unique id used to identify the StaffingSupplier. [3.] Unique identifier for high level staffing company entity. [4.] Allows association of a contact to a StaffingSupplier entity. [5.] Unique identifier for the sender of the HumanResource transaction.
/ ReferenceInformation/ StaffingCustomerId	- EntityIdType - (see ReferenceInformation group occurrence)	Reference to a specific StaffingCustomer. [2.] Unique identifier for the staffing customer [3.] Allows association of a contact to a StaffingCustomer. [4.] Unique id used to identify the StaffingCustomer. [5.] Unique identifier for the intended ultimate recipient of the HumanResource transaction

/ ReferenceInformation/ MasterOrderId	- EntityIdType - (see ReferenceInformation group occurrence)	Reference to a master order or project. Used to link multiple orders.
/ ReferenceInformation/ HumanResourceId	- EntityIdType - (see ReferenceInformation group occurrence)	Reference to a specific HumanResource.
/ ReferenceInformation/ AssignmentId	- EntityIdType - (see ReferenceInformation group occurrence)	Identifier of the assignment eventually agreed to by the trading partners. [2.] Reference to a specific Assignment. [3.] Unique identifier for the assignment.

9.5 Reference Example

```

<TimeCard xmlns="http://ns.hr-xml.org" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:schemaLocation="http://ns.hr-xml.org
TimeCardAdditionalData.xsd">
  <ReportedResource>
    <Person>
      <PersonName>
        <FormattedName type="presentation">String</FormattedName>
        <LegalName>String</LegalName>
        <GivenName>String</GivenName>
        <PreferredGivenName>String</PreferredGivenName>
        <MiddleName>String</MiddleName>
        <FamilyName primary="undefined" prefix="String">String</FamilyName>
        <Affix type="academicGrade">String</Affix>
      </PersonName>
    </Person>
  </ReportedResource>
  <ReportedTime status="Raw">
    <PeriodStartDate>1967-08-13</PeriodStartDate>
    <PeriodEndDate>1967-08-13</PeriodEndDate>
    <ReportedPersonAssignment/>
    <TimeInterval type="String" dayAssignment="current" billable="1">
      <StartDateTime>2002-02-02</StartDateTime>
      <EndDateTime>2002-02-02</EndDateTime>
      <Duration>P1Y2M3DT10H30M</Duration>
      <PieceWork>
        <Piece>
          <Id>
            <IdValue>String</IdValue>
          </Id>
          <PieceValue>String</PieceValue>
        </Piece>
        <Quantity unitOfMeasure="String">3.14159265358979</Quantity>
      </PieceWork>
      <RateOrAmount currency="AAA" type="String" period="NotApplicable">3.14159265358979</RateOrAmount>
      <AdditionalData>
        <CustomerReportingRequirements>
          <ManagerName>String</ManagerName>
          <SupervisorName>String</SupervisorName>
          <ContactName>String</ContactName>
          <PurchaseOrderNumber>String</PurchaseOrderNumber>
          <DepartmentCode>String</DepartmentCode>
          <DepartmentName>String</DepartmentName>
          <LocationCode>String</LocationCode>
          <LocationName>String</LocationName>
          <CostCenterCode>String</CostCenterCode>
        </CustomerReportingRequirements>
      </AdditionalData>
    </TimeInterval>
  </ReportedTime>
</TimeCard>

```

```

    <CostCenterName>String</CostCenterName>
    <CustomerJobCode>String</CustomerJobCode>
    <CustomerJobDescription>String</CustomerJobDescription>
    <AccountCode>String</AccountCode>
    <ProjectCode>String</ProjectCode>
    <ExternalOrderNumber>String</ExternalOrderNumber>
    <ExternalReqNumber>String</ExternalReqNumber>
    <Entity>String</Entity>
    <SubEntity>String</SubEntity>
    <Shift>String</Shift>
    <CustomerReferenceNumber>String</CustomerReferenceNumber>
    <AdditionalRequirement requirementTitle="String">String</AdditionalRequirement>
  </CustomerReportingRequirements>
</AdditionalData>
<ApprovalInfo approverType="String">
  <Person>
    <PersonName>
      <FormattedName type="presentation">String</FormattedName>
      <LegalName>String</LegalName>
      <GivenName>String</GivenName>
      <PreferredGivenName>String</PreferredGivenName>
      <MiddleName>String</MiddleName>
      <FamilyName primary="undefined" prefix="String">String</FamilyName>
      <Affix type="academicGrade">String</Affix>
    </PersonName>
  </Person>
  <ApprovedDateTime>2002-02-02</ApprovedDateTime>
  <Comment>String</Comment>
</ApprovalInfo>
<Comment>String</Comment>
</TimeInterval>
<AdditionalData>
  <CustomerReportingRequirements>
    <ManagerName>String</ManagerName>
    <SupervisorName>String</SupervisorName>
    <ContactName>String</ContactName>
    <PurchaseOrderNumber>String</PurchaseOrderNumber>
    <DepartmentCode>String</DepartmentCode>
    <DepartmentName>String</DepartmentName>
    <LocationCode>String</LocationCode>
    <LocationName>String</LocationName>
    <CostCenterCode>String</CostCenterCode>
    <CostCenterName>String</CostCenterName>
    <CustomerJobCode>String</CustomerJobCode>
    <CustomerJobDescription>String</CustomerJobDescription>
    <AccountCode>String</AccountCode>
    <ProjectCode>String</ProjectCode>
    <ExternalOrderNumber>String</ExternalOrderNumber>
    <ExternalReqNumber>String</ExternalReqNumber>
    <Entity>String</Entity>
    <SubEntity>String</SubEntity>
    <Shift>String</Shift>
    <CustomerReferenceNumber>String</CustomerReferenceNumber>
    <AdditionalRequirement requirementTitle="String">String</AdditionalRequirement>
  </CustomerReportingRequirements>
</AdditionalData>
<ApprovalInfo approverType="String">
  <Person>
    <PersonName>
      <FormattedName type="presentation">String</FormattedName>
      <LegalName>String</LegalName>
      <GivenName>String</GivenName>
      <PreferredGivenName>String</PreferredGivenName>
      <MiddleName>String</MiddleName>
      <FamilyName primary="undefined" prefix="String">String</FamilyName>
      <Affix type="academicGrade">String</Affix>
    </PersonName>
  </Person>

```

```

    </Person>
    <ApprovedDateTime>2002-02-02</ApprovedDateTime>
    <Comment>String</Comment>
  </ApprovalInfo>
</ReportedTime>
<SubmitterInfo>
  <Person>
    <PersonName>
      <FormattedName type="presentation">String</FormattedName>
      <LegalName>String</LegalName>
      <GivenName>String</GivenName>
      <PreferredGivenName>String</PreferredGivenName>
      <MiddleName>String</MiddleName>
      <FamilyName primary="undefined" prefix="String">String</FamilyName>
      <Affix type="academicGrade">String</Affix>
    </PersonName>
  </Person>
  <Source>String</Source>
  <SubmittedDateTime>2002-02-02</SubmittedDateTime>
</SubmitterInfo>
<ApprovalInfo approverType="String">
  <Person>
    <PersonName>
      <FormattedName type="presentation">String</FormattedName>
      <LegalName>String</LegalName>
      <GivenName>String</GivenName>
      <PreferredGivenName>String</PreferredGivenName>
      <MiddleName>String</MiddleName>
      <FamilyName primary="undefined" prefix="String">String</FamilyName>
      <Affix type="academicGrade">String</Affix>
    </PersonName>
  </Person>
  <ApprovedDateTime>2002-02-02</ApprovedDateTime>
  <Comment>String</Comment>
</ApprovalInfo>
<AdditionalData>
  <ReferenceInformation>
    <OrderId validFrom="2002-02-20" validTo="2002-02-02" idOwner="String">
      <IdValue name="String">String</IdValue>
    </OrderId>
    <PositionId validFrom="2002-02-20" validTo="2002-02-20" idOwner="String">
      <IdValue name="String">String</IdValue>
    </PositionId>
    <IntermediaryId validFrom="2002-02-20" validTo="2002-02-20" idOwner="String">
      <IdValue name="String">String</IdValue>
    </IntermediaryId>
    <StaffingSupplierId validFrom="2002-02-20" validTo="2002-02-20" idOwner="String">
      <IdValue name="String">String</IdValue>
    </StaffingSupplierId>
    <StaffingSupplierCustomerId validFrom="2002-02-20" validTo="2002-02-20" idOwner="String">
      <IdValue name="String">String</IdValue>
    </StaffingSupplierCustomerId>
    <MasterOrderId validFrom="2002-02-20" validTo="2002-02-20" idOwner="String">
      <IdValue name="String">String</IdValue>
    </MasterOrderId>
  </ReferenceInformation>
</AdditionalData>
</TimeCard>

```


10 Staffing Invoice

10.1 Objective

Within the framework of SIDES 1.0, the SIDESInvoice Document is used to transmit summary and line item data between a Staffing Company, a Customer, or an Intermediary. In keeping with an overall goal of adhering to established industry standards, the SIDESInvoice schema is an extended version of the Invoice payload proposed as part of OAGIS v.8, scheduled for ratification in April/May 2002. This section describes the meaning of some elements within the Invoice document, plus any extensions to support staffing services. The description will be done by way of example. Given the current state of the industry in this area, it is expected this standard will be heavily extended on a trading partner-by-trading partner basis. Further information on the base document can be found by contacting OAGIS. Their website is www.openapplication.org.

From a technical perspective, the Invoice used in SIDES 1.0 manages to leverage several existing standards in order to correctly model the data requirements. This reusability maximizes existing models while enabling application in the SIDES domain space. First, as stated, the OAGIS 8.0 Invoice is used as a base. This base is referred to in OAGIS documentation as a “noun” used within their BOD (Business Object Document) framework.

Applying the OAGIS Invoice to the staffing domain space requires the addition of more data, including a timecard and additional references. The HR-XML TimeCard-2_0 specification is a standard data model for time card information. It is imported inside the <UserArea> of the OAGIS Invoice to extend it.

Finally, the HR-XML TimeCard-2_0 has an <AdditionalData> element that accommodates the additional references needed for SIDES. Thus a combination of existing standards enables SIDES to interoperate with standard data models.

A simplified instance showing an Invoice with TimeCard and additional SIDES data follows:

```
<Invoice xmlns="http://www.openapplications.org/oagis"
xmlns:tc="http://ns.hr-xml.org">
  <Header>
    <UserArea>
      <tc:TimeCard>
        <tc:AdditionalData>
          <s:StaffingAdditionalData/>
        </tc:AdditionalData>
      </tc:TimeCard>
    </UserArea>
  </Header>
  <Line>
    <UserArea>
      <tc:TimeCard>
        <tc:AdditionalData>
          <tc:StaffingAdditionalData/>
        </tc:AdditionalData>
      </tc:TimeCard>
    </UserArea>
  </Line>
</Invoice>
```

```
</tc:TimeCard>
</UserArea>
</Line>
</Invoice>
```

10.2 Scope

10.2.1 Items Within Scope

- Ability to add extensions at every level to support individual trading partner requirements.
- Ability to associate time expense report formatted data with individual line items.
- Ability to pass both summary and line item detail with information and indexes unique to the temporary staffing industry.
- Ability to attach unique invoice numbers at both a summary and line item level.
- Specification must be such that parsing can occur at multiple levels, and yield correct invoice information. For example, the Customer can parse only the Header information, and get proper amounts. Alternately, the Customer can parse down to multiple Line levels and receive detailed hours and amount data. Both should be able to be accomplished within the same transmission.

10.2.2 Items Outside of Scope

- Definition or requirement of extension. It is anticipated that this will be decided at the trading partner level. This decision will be reviewed once implementation experience gives a clearer picture of requirements.
- Determination of which OAGIS elements are inappropriate for use with the staffing industry. This may be pursued as a future project.

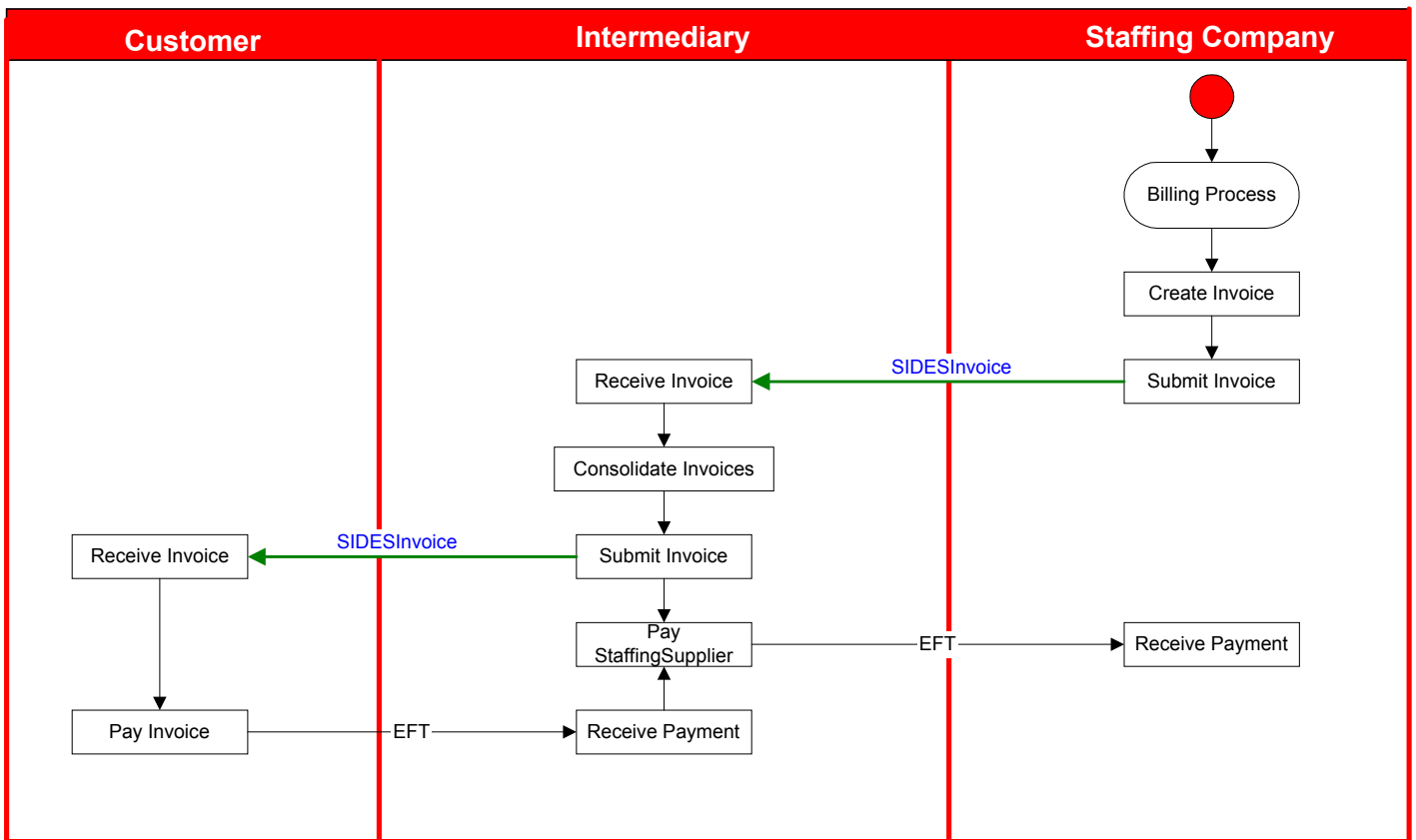
10.3 Business Process

The SIDES overall business process is described in the opening chapters of the SIDES 1.0 document. The Invoicing business process shown is meant to generically capture the flow of invoicing documentation between a staffing company, intermediary, and customer. It is noted that there are many more business models in practice today, and this process flow does not intend to either capture or negate those existing models. It is merely illustrative of a possible invoicing module using the SIDES standards. General steps are as follows:

1. The SIDESTimecard document is received and the Staffing Company processes payroll appropriately.
2. The Staffing Company then runs that same data through a billing process by which appropriate rates, markups, discounts, and taxes are applied.
3. Depending on the agreement with the Customer, the SIDESInvoice document is created either as a summary document with line item detail, or as separate documents per each transaction.

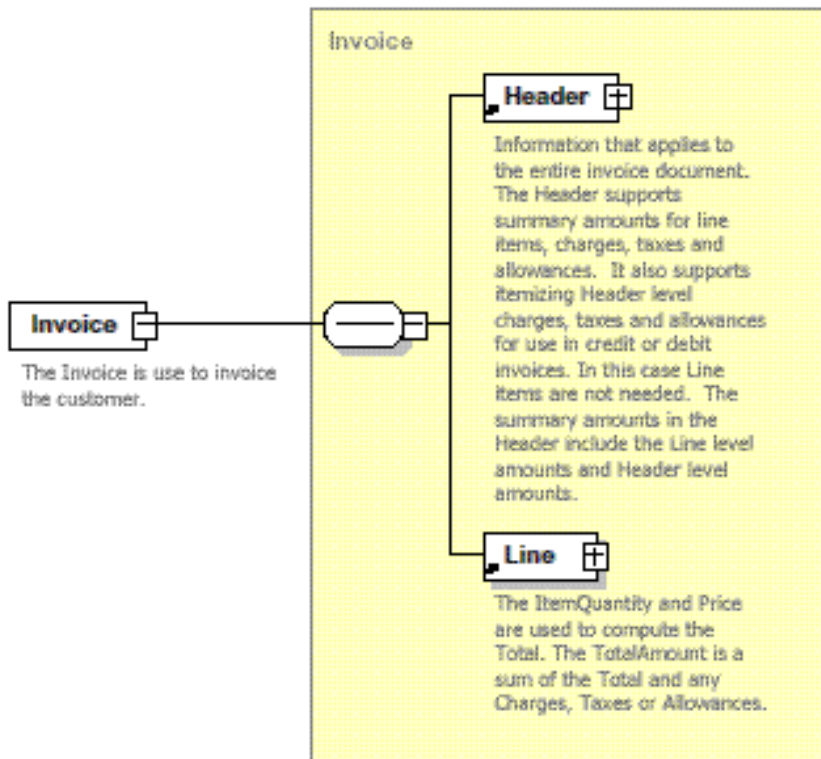
- The final document is then transmitted to the Customer for processing by their Accounts Payable system.

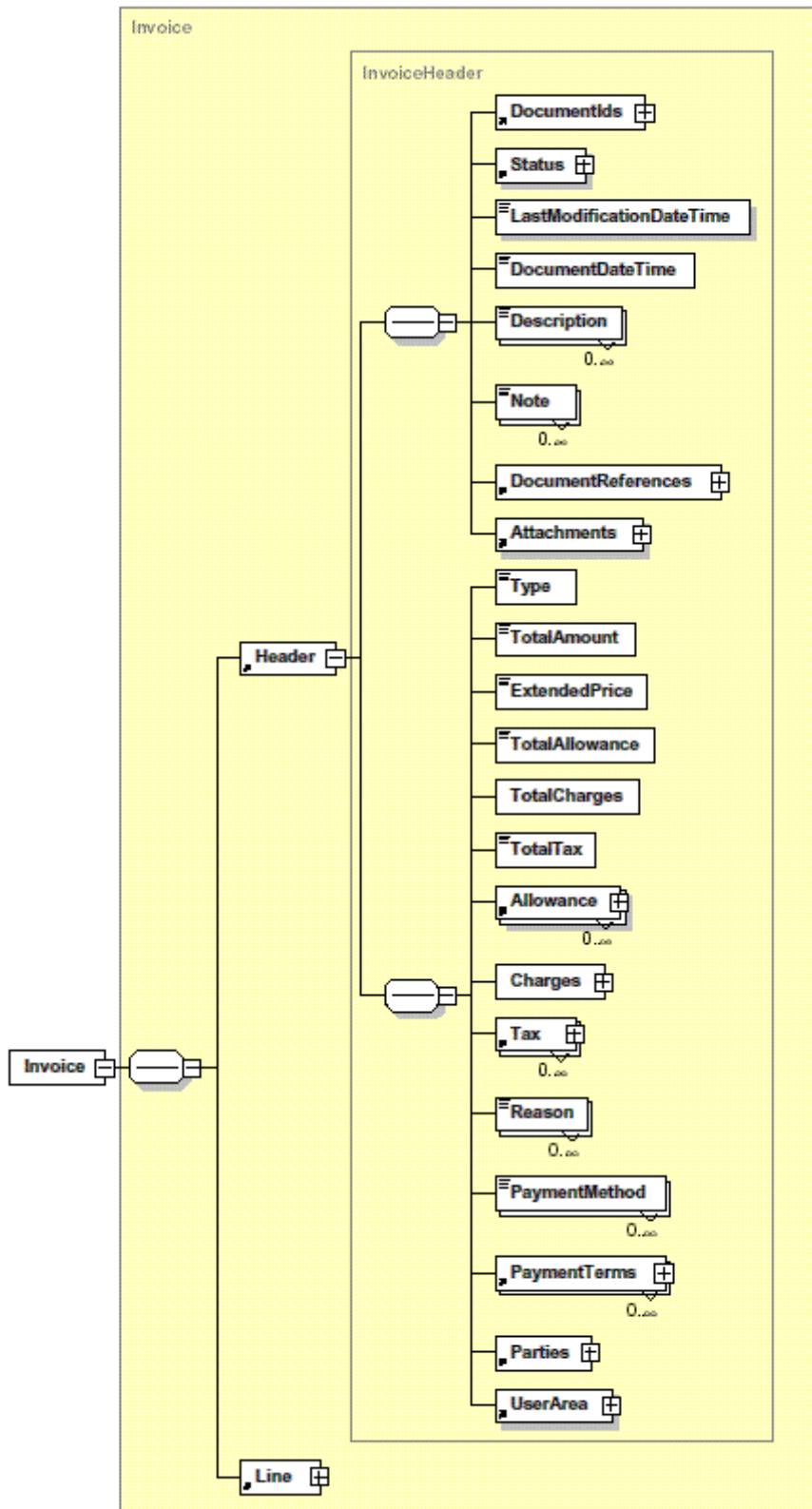
SIDES Invoicing Process

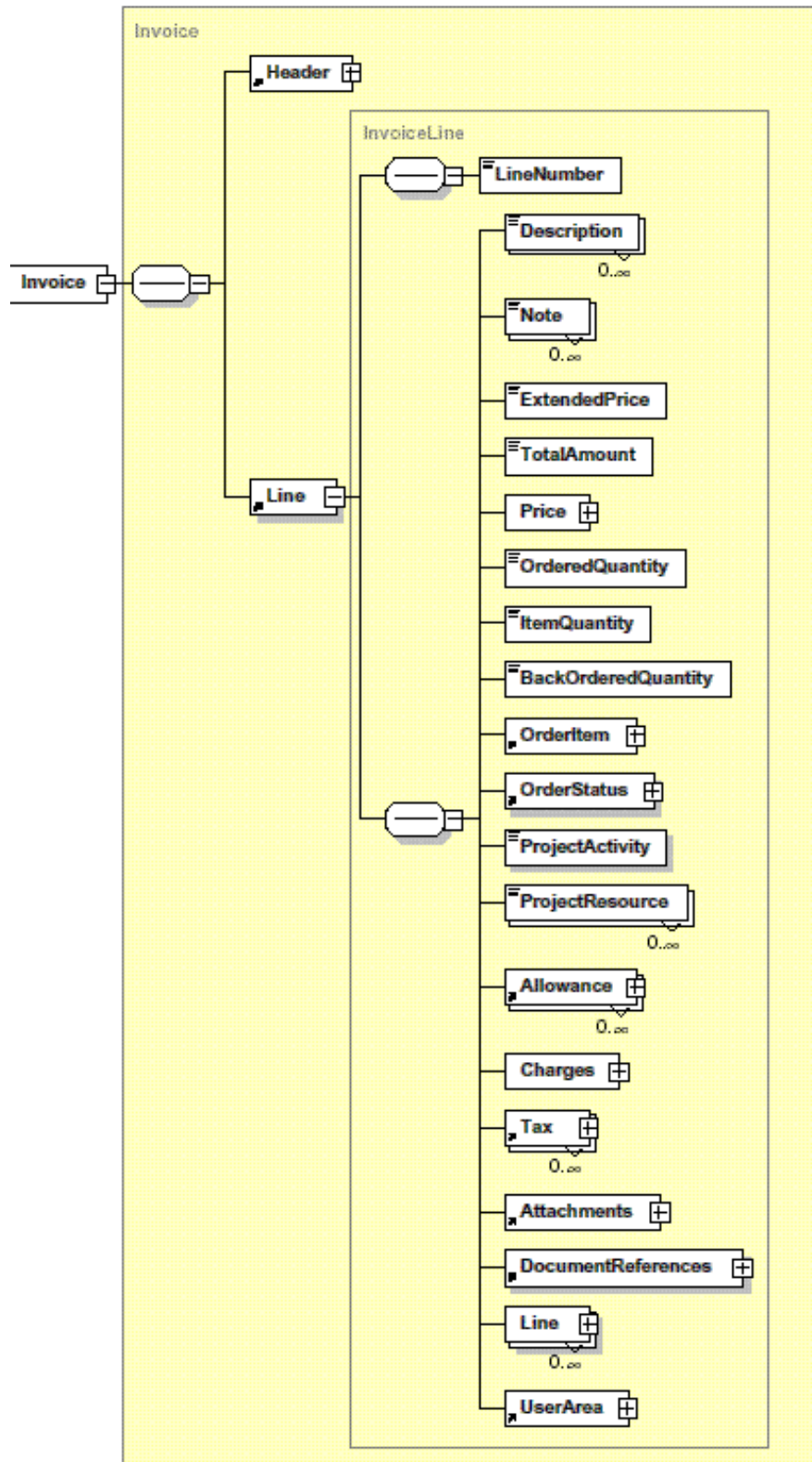


10.4 Schema Diagram

This is a high-level view of the OAGIS Invoice payload. Note that the full OAGIS Invoice payload is supported, with expected extensions at the Header and Line levels, ex. SIDEStimecard or CustomerReportingRequirements. For clarity this diagram is divided into three sections: 1) root level view; 2) first level down of the Header; 3) first level down of the Line.







10.5 Data Dictionary

Due to the extreme size and flexibility of this standard, a traditional data dictionary is not provided within this document. Instead, an example of a typical invoice is provided along with a table describing the elements that might be used to accomplish the transfer of this transaction document. The full specification for the Invoice payload should be obtained from OAGIS. Their website is www.openapplications.org. An interpretation of that schema will be available via the hrXML website at www.hr-xml.org. The full specification of SIDES modules for use as extensions can be found throughout this document, as well as on the hrXML website, and therefore are not repeated here.

Invoice # A55529 Invoice Date: 05/01/2002 Invoice Type: Debit Week Ending Date: 01/06/2002 Purchase Order #: 40-654					remit to: Kelly Services, Inc. P.O. Box 999 Troy, MI 48084 Attn: Mary Smith, 888-532-1212			
Section	Employee Name	Weekending Date	Hours	Type	Bill Rate	Charges	Tax	Add'l Data
B44418A			40	Reg	\$100.00	\$4,000.00	\$0.00	
B44418B			10	OT	\$150.00	\$1,500.00	\$0.00	
B44418	Jack Jones	6-Jan-2002				\$5,500.00	\$0.00	
B44419A						\$4,500.00	\$50.00	Expense Type: Hotel Dept Name: Mailroom
B44419	Jesse James	6-Jan-2002				\$4,500.00	\$50.00	
Line Item Totals						\$10,000.00	\$50.00	
Amount Due		\$10,050.00						
		Net 30 days						

Component Name	Definition(s)	Example Value(s)
Addresses	<u>Open Applications Group definition:</u> Associated address(es) for this party. <u>HR-XML usage definition:</u>	
AddressLine	<u>Open Applications Group definition:</u> <u>HR-XML usage definition:</u>	P.O. Box 999
Amount	<u>Open Applications Group definition:</u> Indicates the Amount. In the example, 1.29 is carried as the value of Amount and the currency would be USD. in the case of purchasing a dozen eggs	100 150

	in with US Dollars. <u>HR-XML usage definition:</u> This is the bill rate.	
Amount	<u>Open Applications Group definition:</u> Indicates the Amount. In the example, 1.29 is carried as the value of Amount and the currency would be USD, in the case of purchasing a dozen eggs in with US Dollars. <u>HR-XML usage definition:</u> This is the bill rate.	150 100
Charges	<u>Open Applications Group definition:</u> Grouping of charges. <u>HR-XML usage definition:</u> This is placeholder for describing the rate being invoiced.	
City	<u>Open Applications Group definition:</u> <u>HR-XML usage definition:</u>	Troy
Contacts	<u>Open Applications Group definition:</u> Associated contacts for this party. <u>HR-XML usage definition:</u>	
Country	<u>Open Applications Group definition:</u> <u>HR-XML usage definition:</u>	USA
Currency	<u>Open Applications Group definition:</u> <u>HR-XML usage definition:</u> This is an attribute for currency.	USD
DocumentDateTime	<u>Open Applications Group definition:</u> Is the date and time the document was last created. This is not the date and time that the BOD message instance was created. <u>HR-XML usage definition:</u> This is the invoice date. There is also a field available within the specification to allow for a revision date.	5/1/2002
DocumentId	<u>Open Applications Group definition:</u> Is the primary DocumentId of the document for the given context. For example, if a buyer is sending a Purchase Order to a Supplier the Purchase Order Id will be contained with in the DocumentId. Similarly, in the instance of a semantic name of a SalesOrderDocumentReference the DocumentId will carry the senders identifier for the SalesOrder in the DocumentId and the cross-references would be provided by using the other semantic DocumentIds. <u>HR-XML usage definition:</u> This is the placeholder for the overall or master invoice number itself. In typical usage, each line item is also assigned an individual invoice number.	
DocumentIds	<u>Open Applications Group definition:</u> Is the identifier for the document. It is possible to carry the document identifier for the other Parties. These DocumentIds are referenced by party-specific names. <u>HR-XML usage definition:</u> This is a placeholder for various identifiers with meaning to the transaction parties. Should any SIDES identifiers be required, example OrderID or AssignmentID, it is recommended that these be added through extension in the appropriate UserArea.	
FamilyName	<u>Open Applications Group definition:</u> Is the person's family name. <u>HR-XML usage definition:</u>	Smith
GivenName	<u>Open Applications Group definition:</u> Is the Persons given name	Mary

	<p>or first name.</p> <p><u>HR-XML usage definition:</u></p>	
Header	<p><u>Open Applications Group definition:</u> Information that applies to the entire invoice document. The Header supports summary amounts for line items, charges, taxes and allowances. It also supports itemizing Header level charges, taxes and allowances for use in credit or debit invoices. In this case Line items are not needed. The summary amounts in the Header include the Line level amounts and Header level amounts.</p> <p><u>HR-XML usage definition:</u></p>	
Id	<p><u>Open Applications Group definition:</u> Is the identifier of the semantically named document. The position of the Id further defines it's context and meaning,</p> <p><u>HR-XML usage definition:</u> In the Header's DocumentId context, Id will hold the overall Invoice Number for the transaction.</p>	A55529
Invoice	<p><u>Open Applications Group definition:</u> The Invoice is use to invoice the customer.</p> <p><u>HR-XML usage definition:</u> This is the payload of the OAGIS v.8 ProcessInvoice schema. It is used to transmit invoice information.</p>	
ItemQuantity	<p><u>Open Applications Group definition:</u> The quantity of the item being invoiced.</p> <p><u>HR-XML usage definition:</u></p>	40
Line	<p><u>Open Applications Group definition:</u> In general an Invoice Line can be aligned with Order Lines. The ItemQuantity and Price are used to compute the Total. The TotalAmount is a sum of the Total and any Charges, Taxes or Allowances. [2.] To support complex hierarchical structures an invoice line can contain another invoice line.</p> <p><u>HR-XML usage definition:</u> In the Staffing Industry, typically an invoice line can be aligned with an Assignment. Lines can be recursive, so that multiple weekending dates and/or hour types might roll up into a single line at this level (see example). [2.] This is where the recursive line item usage begins.</p>	
LineNumber	<p><u>Open Applications Group definition:</u> Is the Line Number of the given Line Component within the document. LineNumbers are assigned by the sending system.</p> <p><u>HR-XML usage definition:</u> Although traditionally, Line Numbers are cardinal (1, 2, 3, ...), since they are assigned by the Sender and the Staffing Industry has the need for unique invoice numbers at the line item level, the LineNumber may be used by agreement between the trading partners to carry that information.</p>	<p>B44419A</p> <p>B44418A</p> <p>B44418</p> <p>B44418B</p> <p>B44419</p>
MiscellaneousCharge	<p><u>Open Applications Group definition:</u></p> <p><u>HR-XML usage definition:</u> There are many different charge types available within the OAGIS payload. MiscellaneousCharge could be used to transmit a variety of flat fee charges: Expenses, Drug Tests, Background Checks, etc.</p>	
Name	<p><u>Open Applications Group definition:</u></p> <p><u>HR-XML usage definition:</u></p>	Kelly Services, Inc.
Parties	<p><u>Open Applications Group definition:</u> Grouping of semantically named Parties.</p>	

	<p><u>HR-XML usage definition:</u> This is the placeholder for information regarding the parties involved in the transaction. Most commonly used in the SIDES scenarios might be RemitToParty (Staffing Supplier), BillToParty (Customer), and BrokerParty (Intermediary). Should any SIDES identifiers be required, example StaffingSupplierID or StaffingCustomerID it is recommended that these be added through extension in the appropriate UserArea.</p>	
PaymentTerms	<p><u>Open Applications Group definition:</u> Identifies the payment terms for an Order or Invoice. Supports the ability to specify an absolute due date, a number of days from a start date, a percent discount or an absolute discount. A common term like Net30Days is explicitly code as either a calculated DueDateTime or a PaymentTermsDateTime and NumberOfDays.</p> <p><u>HR-XML usage definition:</u></p>	
PerQuantity	<p><u>Open Applications Group definition:</u> Indicates the PerQuantity side of this Amount. In the example above 1 would be carried as the value of PerQuantity with the uom attribute being dozen.</p> <p><u>HR-XML usage definition:</u></p>	1
PersonName	<p><u>Open Applications Group definition:</u> Person Name</p> <p><u>HR-XML usage definition:</u> Note: The OAGIS payload does not use the CPO PersonName standard, rather it has defined its own PersonName module.</p>	
PostalCode	<p><u>Open Applications Group definition:</u></p> <p><u>HR-XML usage definition:</u></p>	48084
Price	<p><u>Open Applications Group definition:</u> The price for the item.</p> <p><u>HR-XML usage definition:</u> This is placeholder for describing the rate being invoiced.</p>	
PrimaryAddress	<p><u>Open Applications Group definition:</u></p> <p><u>HR-XML usage definition:</u></p>	
PrimaryContact	<p><u>Open Applications Group definition:</u></p> <p><u>HR-XML usage definition:</u></p>	
RemitToParty	<p><u>Open Applications Group definition:</u></p> <p><u>HR-XML usage definition:</u></p>	
StateOrProvince	<p><u>Open Applications Group definition:</u></p> <p><u>HR-XML usage definition:</u></p>	MI
Tax	<p><u>Open Applications Group definition:</u> Allows for taxes on tax.</p> <p><u>HR-XML usage definition:</u> This is a placeholder for the section to describe the tax being charged pursuant to a particular line item. The tax description can be recursive.</p>	
TaxAmount	<p><u>Open Applications Group definition:</u> Identifies the amount of tax charged based on the TaxBase Amount.</p> <p><u>HR-XML usage definition:</u> This is the tax charge for the line item.</p>	50
Telephone	<p><u>Open Applications Group definition:</u></p> <p><u>HR-XML usage definition:</u></p>	888-532-1212
TermId	<p><u>Open Applications Group definition:</u> The type of payment term,</p>	Net30Days

	actually I think this ought to be a type following the design pattern: generic element name, semantic type attribute. (e.g. Net30Days, 10Percent30Days) <u>HR-XML usage definition:</u>	
Total	<u>Open Applications Group definition:</u> Is the extended monetary amount for this instance of Charge. <u>HR-XML usage definition:</u>	4500
TotalAmount	<u>Open Applications Group definition:</u> The total for the line item includes Total, Charges, Taxes and Allowances. [2.] Represents the grand total amount of the invoice. <u>HR-XML usage definition:</u> This is the total amount due for this line item. Can be the sum of amounts for any recursive line items. [2.] This is the total amount due of the entire invoice.	1500 5500 4000 10050 4550
TotalCharges	<u>Open Applications Group definition:</u> Represents the grand total of all charges, both from line items and header itemizations. <u>HR-XML usage definition:</u> This is the summary of charges for the entire invoice, not including taxes.	10000
TotalTax	<u>Open Applications Group definition:</u> The grand total of all taxes, both from the line items and header itemizations. <u>HR-XML usage definition:</u> This is the total of all taxes for the entire invoice.	50
Type	<u>Open Applications Group definition:</u> Represents the type of invoice. <u>HR-XML usage definition:</u> This will represent the invoice type - Credit, Debit, or both.	Debit
UOM	<u>Open Applications Group definition:</u> <u>HR-XML usage definition:</u> This is an attribute for unit of measure.	Regular Overtime
UserArea	<u>Open Applications Group definition:</u> Allows the user of OAGIS to extend the specification in order to provide additional information that is not captured in OAGIS. <u>HR-XML usage definition:</u> These UserAreas are available at almost every level of the OAGIS payload. They should be used to extend the standard with various SIDES modules as appropriate.	

TimeCard Component Name (with context path)	Definition(s)	Example Value(s)
TimeCard-ReportedResource-Person-PersonName-LegalName	<u>Open Applications Group definition:</u> <u>HR-XML usage definition:</u> Extension to represent the worker's name.	Jesse James Jack Jones
TimeCard-ReportedResource-Resource-AdditionalData	<u>Open Applications Group definition:</u> <u>HR-XML usage definition:</u> Extension to satisfy the TimeCard-ReportedResource identification requirement.	Invoice header data
TimeCard-ReportedTime-Expense-AdditionalData	<u>Open Applications Group definition:</u> <u>HR-XML usage definition:</u> Extension to represent the expense	Hotel

	type.	
TimeCard-ReportedTime-Expense-AdditionalData-CustomerReportingRequirements-DepartmentName	<u>Open Applications Group definition:</u> HR-XML usage definition: Extension to represent the department name.	Mailroom
TimeCard-ReportedTime-Expense-ExpenseAmount	<u>Open Applications Group definition:</u> HR-XML usage definition: Extension to satisfy the Expense amount requirement.	4550
TimeCard-ReportedTime-Expense-ExpenseDate	<u>Open Applications Group definition:</u> HR-XML usage definition: Extension to satisfy the Expense date requirement.	1/6/2002
TimeCard-ReportedTime-PeriodEndDate	<u>Open Applications Group definition:</u> HR-XML usage definition: Extension to represent the end date of the reported period.	1/6/2002
TimeCard-ReportedTime-PeriodStartDate	<u>Open Applications Group definition:</u> HR-XML usage definition: Extension to represent the start date of the reported period.	12/31/2001
TimeCard-ReportedTime-TimeEvent-AdditionalData-CustomerReportingRequirements-PurchaseOrderNumber	<u>Open Applications Group definition:</u> HR-XML usage definition: Extension to represent the purchase order number.	40/654
TimeCard-ReportedTime-TimeEvent-EventDateTime	<u>Open Applications Group definition:</u> HR-XML usage definition: Extension to satisfy the TimeEvent date requirement.	1/6/2002

10.6 Reference Examples

```

<Invoice>
  <Header>
    <DocumentIds>
      <DocumentId>
        <Id>A55529</Id>
      </DocumentId>
    </DocumentIds>
    <DocumentDateTime>2002-05-01T00:00:00Z</DocumentDateTime>
    <TotalAmount currency = "USD">100050</TotalAmount>
    <PaymentTerms>
      <TermId>Net30Days</TermId>
    </PaymentTerms>
    <Parties>
      <RemitToParty>
        <Name>Kelly Services</Name>
        <Addresses>
          <PrimaryAddress>
            <AddressLine>P.O. Box 999</AddressLine>
            <City>Troy</City>
            <StateOrProvince>MI</StateOrProvince>
            <Country>USA</Country>
            <PostalCode>48084</PostalCode>
          </PrimaryAddress>
        </Addresses>
      </RemitToParty>
    </Parties>
  </Header>
</Invoice>

```

```

<Contacts>
  <PrimaryContact>
    <Person>
      <PersonName>
        <GivenName>Mary</GivenName>
        <FamilyName>Smith</FamilyName>
      </PersonName>
    </Person>
    <Telephone>888-532-1212</Telephone>
  </PrimaryContact>
</Contacts>
</RemitToParty>
</Parties>
<Type>Debit</Type>
<TotalCharges currency = "USD">10000</TotalCharges>
<TotalTax currency = "USD">50</TotalTax>
<UserArea>
  <tc:TimeCard>
    <tc:ReportedResource>
      <tc:Resource>
        <tc:AdditionalData>Invoice Header Data</tc:AdditionalData>
      </tc:Resource>
    </tc:ReportedResource>
    <tc:ReportedTime>
      <tc:PeriodStartDate>2001-12-31</tc:PeriodStartDate>
      <tc:PeriodEndDate>2002-01-06</tc:PeriodEndDate>
      <tc:TimeEvent type = "">
        <tc:EventDateTime>2002-01-06</tc:EventDateTime>
        <tc:AdditionalData>
          <s:StaffingAdditionalData>
            <s:CustomerReportingRequirements>
              <s:PurchaseOrderNumber>40-654</s:PurchaseOrderNumber>
            </s:CustomerReportingRequirements>
          </s:StaffingAdditionalData>
        </tc:AdditionalData>
      </tc:TimeEvent>
    </tc:ReportedTime>
  </tc:TimeCard>
</UserArea>
</Header>
<Line>
  <LineNumber>B44418</LineNumber>
  <TotalAmount currency = "USD">5500</TotalAmount>
  <Line>
    <LineNumber>B44418A</LineNumber>
    <TotalAmount currency = "USD">4000</TotalAmount>
    <Price>
      <Amount currency = "USD">100</Amount>
      <PerQuantity uom = "regular">1</PerQuantity>
    </Price>
    <ItemQuantity uom = "regular">40</ItemQuantity>
    <UserArea>
      <tc:TimeCard>
        <tc:ReportedResource>
          <tc:Person>
            <tc:PersonName>
              <tc:LegalName>Jack Jones</tc:LegalName>
            </tc:PersonName>
          </tc:Person>
        </tc:ReportedResource>
        <tc:ReportedTime>
          <tc:PeriodStartDate>2001-12-31</tc:PeriodStartDate>
          <tc:PeriodEndDate>2002-01-06</tc:PeriodEndDate>
          <tc:TimeEvent type = "">
            <tc:EventDateTime>2002-01-06</tc:EventDateTime>
          </tc:TimeEvent>
        </tc:ReportedTime>
      </tc:TimeCard>
    </UserArea>
  </Line>
</Line>

```

```

    </tc:TimeCard>
  </UserArea>
</Line>
<Line>
  <LineNumber>B44418B</LineNumber>
  <TotalAmount currency = "USD">1500</TotalAmount>
  <Price>
    <Amount currency = "USD">150</Amount>
    <PerQuantity uom = "overtime">1</PerQuantity>
  </Price>
  <UserArea>
    <tc:TimeCard>
      <tc:ReportedResource>
        <tc:Person>
          <tc:PersonName>
            <tc:LegalName>Jessie Jones</tc:LegalName>
          </tc:PersonName>
        </tc:Person>
      </tc:ReportedResource>
      <tc:ReportedTime>
        <tc:PeriodStartDate>2001-12-31</tc:PeriodStartDate>
        <tc:PeriodEndDate>2002-01-06</tc:PeriodEndDate>
        <tc:TimeEvent type = "">
          <tc:EventDateTime>2002-01-06</tc:EventDateTime>
        </tc:TimeEvent>
      </tc:ReportedTime>
    </tc:TimeCard>
  </UserArea>
</Line>
</Line>
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  <TotalAmount currency = "USD">4550</TotalAmount>
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    <LineNumber>B44419A</LineNumber>
    <TotalAmount currency = "USD">4550</TotalAmount>
    <Charges>
      <Charge>
        <Total currency = "USD">4500</Total>
        <Description>MiscellaneousCharge</Description>
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    <UserArea>
      <tc:TimeCard>
        <tc:ReportedResource>
          <tc:Person>
            <tc:PersonName>
              <tc:LegalName>Jack Jones</tc:LegalName>
            </tc:PersonName>
          </tc:Person>
        </tc:ReportedResource>
        <tc:ReportedTime>
          <tc:PeriodStartDate>2001-12-31</tc:PeriodStartDate>
          <tc:PeriodEndDate>2002-01-06</tc:PeriodEndDate>
          <tc:Expense type = "">
            <tc:ExpenseDate>2002-01-06</tc:ExpenseDate>
            <tc:ExpenseAmount currency = "USD">5000</tc:ExpenseAmount>
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            <tc:AdditionalData>
              <tc:StaffingAdditionalData>
                <tc:CustomerReportingRequirements>
                  <tc:DepartmentName>MailRoom</tc:DepartmentName>
                </tc:CustomerReportingRequirements>
              </tc:StaffingAdditionalData>
            </tc:AdditionalData>
          </tc:Expense>
        </tc:ReportedTime>
      </tc:TimeCard>
    </UserArea>
  </Line>
</Line>

```

```
</tc:AdditionalData>  
</tc:Expense>  
</tc:ReportedTime>  
</tc:TimeCard>  
</UserArea>  
</Line>  
</Line>  
</Invoice>
```

11 Implementation Considerations

11.1 ISO Standards

Country codes must conform to ISO 3166 Representation of Countries, which is a 2-character (A-Z) code. Use of currency must conform to ISO 4217 - Representation of Currency and Funds, which is a 3-character (A-Z) code. Days of the week must conform to ISO 8601; 2000(E), which is a numeric value starting with "1" as Monday.

11.2 Entity Identifier

The SIDES version 1.0 specification employs the Entity Identifier convention defined by the HR-XML consortium. Identifiers are a convention borrowed from the database management system (DBMS) domain. The identifier concept provides a concise form of reference to a specific collection of data related to the identifier.

The identifier concept provides a meaningful reference only within a well-defined context. Database management systems commonly use an identifier as a primary key or as a unique identifier for a table. The DBMS ensures that an identifier is assigned only once within the table. Any reference to the table using a valid identifier value is assured to correlate to exactly one row in the table.

The SIDES 1.0 use of the entity identifier concept does not directly specify the context for the identifiers used beyond the XML schema in which they are defined. The specification does not directly specify a method to ensure that an identifier is used only once within that context. The specification does include an explicit assertion that the identifiers included in the specification rely on referential integrity between the XML schemata defined in the specification. For example, the HumanResource entity identifier defined in the Assignment schema is intended to reference a single HumanResource schema instance.

SIDES 1.0 relies on the Trading Partner Agreement (TPA) between two parties implementing the SIDES version 1.0 specification to define context and the referential integrity for the identifiers included in the specification. It is noteworthy that the SIDES version 1.0 specification sets the maximum cardinality for each identifier to many (max occurs = unbounded). This allows, but does not require, each trading partner to include their own identifier values for the entities defined in the specification.

11.3 Messaging

The SIDES 1.0 specification defines message content or payload. This version does not explicitly address implementation-specific issues for the exchange of these messages. One implementation-specific issue not directly addressed by the current specification is the message

envelope mechanism. There are many message envelope mechanism options currently available. These include, but are not limited to the following:

- email attachments (no envelope)
- HTTP with SSL (no envelope)
- Open Applications Group Integration Standard (OAGIS) Business Object Document (BOD)
- Simple Object Access Protocol (SOAP)
- Rosetta Net
- Web Services

The specific intent of the SIDES 1.0 is, as much as possible, to facilitate implementation using any envelope mechanism, without dictating a specific implementation.

11.4 Cross-Process Object Library

The CPOLibrary-1_0_SIDES schema is a consolidation of the CPO (no-namespace) schemas. This utility functions the same as using includes, however it overcomes an interoperability problem between parsers. Essentially parsers implement namespace coercion differently, and this consolidation of the CPOs into a library, ensures that schemas work together.

11.5 Enumeration Extensions

The attributes used within SIDES 1.0 may contain a list of allowed values (enumerations) or allow any value as a string. In most cases, the enumerations are incomplete and require a method to extend the list. The following methods describe the purpose and extension for each attribute type. Additional details on extending schema are available in the TSC Extension document (see Appendix B – Related Documents).

Method 1: No Enumeration

Purpose: The value list for a specific attribute cannot be well defined.

Extension: None. The attribute will be defined as a string.

Method 2: Closed Enumeration

Purpose: The value list is complete and does not need extensions.

Extension: None.

Method 3: String Extension

Purpose: The value list is mostly complete but requires an extension.

Extension: The extension provides a standard list of values but doesn't validate against the list.

Method 4: Pattern Extension

Purpose: The value list is mostly complete but requires an extension.

Extension: The extension provides a standard list of values, which is validated. Additional values must be prefixed with a "x:".

12 Appendix A - Document Version History

Version	Date	Description
1.0	2002-Feb-19	Move document to match the HR-XML format.
1.0	2002-Feb-24	Add chapters, including diagrams, source, and examples.
1.0	2002-Feb-27	Add UMLs, edit to match new element names
1.0	2002-Feb-28	Updated sections based on Tuesdays SIDES meeting.
1.0	2002-Mar-03	Presented to CPO/TSC for review
1.0	2002-Mar-06	Updated doc based on review CPO feedback.
1.0	2002-Apr-01	Updated schemas, data dictionaries, examples based on TSC/CPO feedback. Present for membership review.
1.0	2002-Apr-18	Added corrected invoice example.
1.0	2003-Jan-31	Changes target and default namespaces. EnumerationExtensionType moved to CPO file and renamed. See comments in schema headers.
1.0	2003-Feb-26	Approved recommendation by HR-XML Consortium. The default and targetNamespaces of all HR-XML schemas have been standardized to "http://ns.hr-xml.org". This recommendation is available as part of the HR-XML 2_0 architecture.

13 Appendix B – Related Documents

Reference	Link
SIDES schemas	http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/Assignment.xsd http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/ContactInfo.xsd http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/CustomReportingRequirements.xsd http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/HumanResource.xsd http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/Rates.xsd http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/ResourceScreening.xsd http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/StaffingAction.xsd http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/StaffingContactType.xsd http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/StaffingCustomer.xsd http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/StaffingOrder.xsd http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/StaffingPosition.xsd http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/StaffingShift.xsd http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/StaffingSupplier.xsd http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/TimeCardAdditionalData.xsd
OAGIS Invoice and instance	http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/Invoice.xsd (a stand alone version - see http://www.openapplications.org/ for the original)
SIDES Data Dictionary	http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/SIDES_Data_Dictionary.xls
TSC Extension	http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/UserArea.xsd http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/HRXMLExtension.pdf

PersonName	http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/PersonName.pdf http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/PersonName.xsd
PostalAddress	http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/PostalAddress.pdf http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/PostalAddress.xsd
ContactMethod	http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/ContactMethod.pdf http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/ContactMethod.xsd
JobAndPositionHeader	http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/JobAndPositionHeader.pdf http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/PositionHeader.xsd http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/JobHeader.xsd
DateTimeDataTypes	http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/DateTimeDataTypes.pdf http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/DateTimeDataTypes.xsd
WorkSiteAndEnvironment	http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/StaffingWorkSite.pdf http://ns.hr-xml.org/2_0/HR-XML-2_0/SIDES/StaffingWorkSite.xsd
Resume	http://ns.hr-xml.org/2_0/HR-XML-2_0/SEP/Resume.pdf http://ns.hr-xml.org/2_0/HR-XML-2_0/SEP/Resume.xsd
Competencies	http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/Competencies.pdf http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/Competencies.xsd
TimeCard	http://ns.hr-xml.org/2_0/HR-XML-2_0/TimeCard/TimeCard.pdf http://ns.hr-xml.org/2_0/HR-XML-2_0/TimeCard/TimeCard.xsd

14 Appendix C – SIDES Reusable Modules

This section describes the details for the SIDES reusable modules. An overview, source code, data dictionary, and schema diagram are included for each module.

14.1 CustomerReportingRequirements

Staffing customers require specialized reporting and data tracking. For example, it is very common for customers to require purchase order numbers, supervisor names, or department numbers, etc. to appear on reports, invoicing, documents or correspondence. A list of 20 common customer requirements was developed to accommodate this requirement. Many of these fields may be used differently by each staffing customer and the list of 20 elements may not satisfy every situation. Research indicates that the CustomerReportingRequirements Module attributes satisfy 80% of common reporting situations.

In the list of 20 data fields you will find "CostCenterCode" and "LocationCode". The specific use of these two codes is up to the staffing customer. One customer may require their cost center data to appear on a report and another customer may require their location code to appear on a report. Other staffing customers may have both fields. The analysis and research showed there were enough occurrences of each field to justify the existence of both.

It is assumed that there will be exceptions and extensions to the list and some customers will require additional data elements. Accordingly, an unbounded named value pair is provided for reporting requirements that do not fit into the 20 fields.

Why not just use generic additional data elements?

The question may be asked as to why a generic 'additional data' element with enumerated types is not used rather than a predefined list of 20? The specification could be implemented this way, but this method would not provide a 'mapable' data tag for items such as PO#, Cost Center, Manager Name, etc. within the HR-XML SIDES Standard itself. Without the specific tags, suppliers are forced to build extensions to the schemas to accommodate this additional data. Since the data is intended to be reused within several of the SIDES schemas, the predefined tags will ensure consistency between schemas. The CustomerReportingRequirements Module is referenced within StaffingCustomer, Order, Position, Assignment, Extended Timecard and Invoice schemas.

Department Code versus Department Name

Within the list of 20 CustomerReportingRequired fields, there is a difference between DepartmentCode and DepartmentName, LocationCode and LocationName, etc. These fields are independent and mutually exclusive. These fields should not be confused with lookup tables or named value pairs. One staffing customer may want to report on codes, whereas another customer may want to track descriptive names or text.

14.1.1 Schema Diagram



14.1.2 Data Dictionary

Component Name [Global types listed at the end of the table.]	ContentModel Data type Occurrence: Sequence Choice All (minOccurs/maxOccurs) Attributes	Definition
/ CustomerReportingRequirements	- CustomerReportingRequirementsType - (1/1)	List of customer-wide reporting field requirements [2.] Placeholder element for customer reporting requirements.
/ CustomerReportingRequirements/ ManagerName	- xsd:string - S (0/1)	Manager name
/ CustomerReportingRequirements/ SupervisorName	- xsd:string - S (0/1)	Supervisor name
/ CustomerReportingRequirements/ ContactName	- xsd:string - S (0/1)	Contact name
/ CustomerReportingRequirements/ PurchaseOrderNumber	- xsd:string - S (0/1)	Purchase order number
/ CustomerReportingRequirements/ DepartmentCode	- xsd:string - S (0/1)	Department code
/ CustomerReportingRequirements/ DepartmentName	- xsd:string - S (0/1)	Department name [2.] Name of the department for which this position is intended.
/ CustomerReportingRequirements/ LocationCode	- xsd:string - S (0/1)	Location code
/ CustomerReportingRequirements/ LocationName	- xsd:string - S (0/1)	Location name
/ CustomerReportingRequirements/ CostCenterCode	- xsd:string - S (0/1)	Cost center code
/ CustomerReportingRequirements/ CostCenterName	- xsd:string - S (0/1)	Cost center name
/ CustomerReportingRequirements/ CustomerJobCode	- xsd:string - S (0/1)	Staffing Customer job code
/ CustomerReportingRequirements/ CustomerJobDescription	- xsd:string - S (0/1)	Job description

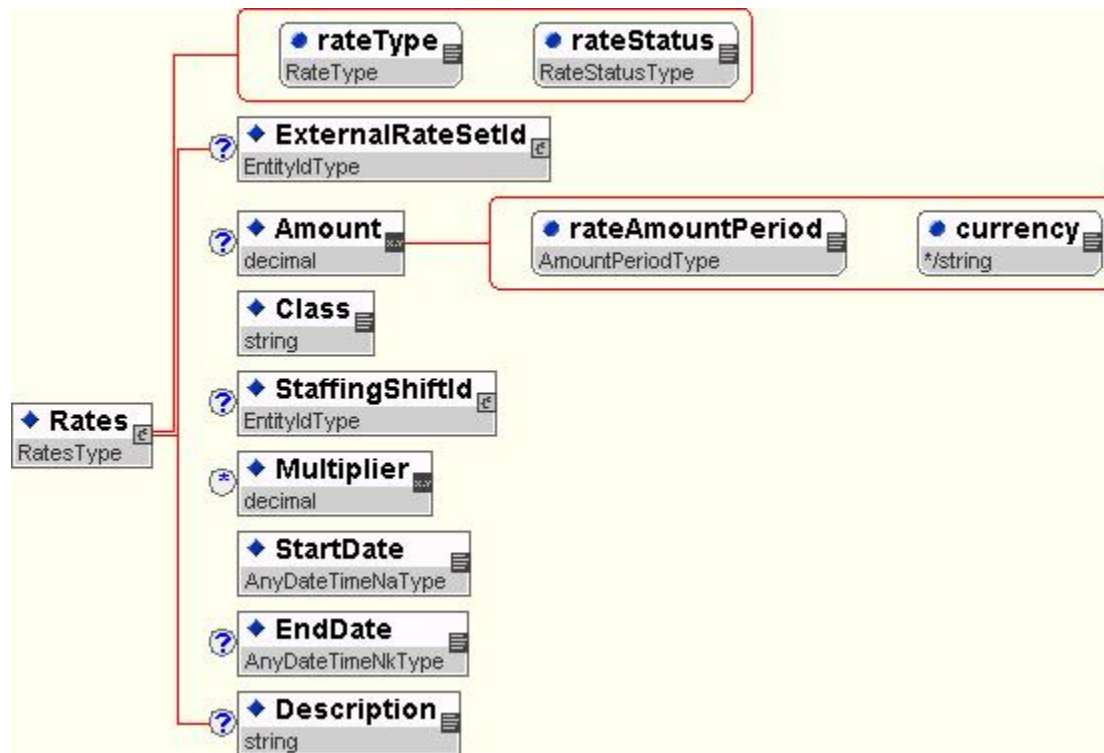
/ CustomerReportingRequirements/ AccountCode	- xsd:string - S (0/1)	Account code
/ CustomerReportingRequirements/ ProjectCode	- xsd:string - S (0/1)	Project code
/ CustomerReportingRequirements/ ExternalOrderNumber	- xsd:string - S (0/1)	External order number
/ CustomerReportingRequirements/ ExternalReqNumber	- xsd:string - S (0/1)	External request number
/ CustomerReportingRequirements/ Entity	- xsd:string - S (0/1)	Entity
/ CustomerReportingRequirements/ SubEntity	- xsd:string - S (0/1)	Sub entity
/ CustomerReportingRequirements/ Shift	- xsd:string - S (0/1)	Work shift
/ CustomerReportingRequirements/ CustomerReferenceNumber	- xsd:string - S (0/1)	Customer reference number
/ CustomerReportingRequirements/ AdditionalRequirement	xsd:extension base: xsd:string	Any other customer required item.
/ CustomerReportingRequirements/ AdditionalRequirement/ requirementTitle	- xsd:string -	Name of the customer required item.

/ [CustomerReportingRequirementsType]	ManagerName - xsd:string - S (0/1) SupervisorName - xsd:string - S (0/1) ContactName - xsd:string - S (0/1) PurchaseOrderNumber - xsd:string - S (0/1) DepartmentCode - xsd:string - S (0/1) DepartmentName - xsd:string - S (0/1) LocationCode - xsd:string - S (0/1) LocationName - xsd:string - S (0/1) CostCenterCode - xsd:string - S (0/1) CostCenterName - xsd:string - S (0/1) CustomerJobCode - xsd:string - S (0/1) CustomerJobDescription - xsd:string - S (0/1) AccountCode - xsd:string - S (0/1) ProjectCode - xsd:string - S (0/1) ExternalOrderNumber - xsd:string - S (0/1) ExternalReqNumber - xsd:string - S (0/1) Entity - xsd:string - S (0/1) SubEntity - xsd:string - S (0/1) Shift - xsd:string - S (0/1) CustomerReferenceNumber - xsd:string - S (0/1) AdditionalRequirement - xsd:string - S (0/*)	Globally scoped data type. See element or attribute declaration for definition.
--	---	---

14.2 Rates

The rates module is a flexible schema that allows for the transmission of a wide variety of pay, bill and expense rate structures. It provides for multiple instances of rates for a single assignment and can associate a shift with each rate. The Rates module is also used in the StaffingOrder schema to capture a customer-specified bill rate range, and in the HumanResource to capture a specific charge rate for an individual in relation to a particular position.

14.2.1 Schema Diagram



14.2.2 Data Dictionary

Component Name	ContentModel	Definition
[Global types listed at the end of the table.]	Data type Occurrence: Sequence Choice All (minOccurs/maxOccurs) Attributes	
/ Rates	- RatesType - (1/1)	Placeholder for rate information.
/ Rates/ rateType	- RateType -	The type of charge rate used such as bill, pay or expense. Can also be used to express a rate range.
/ Rates/ rateStatus	- RateStatusType -	The status of the rate at the time of the transmission.
/ Rates/ ExternalRateSetId	- EntityIdType - S (0/1)	Reference to an external rate, or collection of contractual rates .

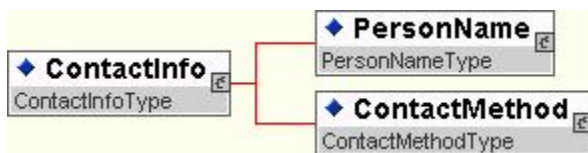
/ Rates/ Amount	xsd:extension base: xsd:decimal	The amount/value of the rate (bill rate). Open Applications Group (OAGIS namespace) definition: Indicates the Amount. In the example, 1.29 is carried as the value of Amount and the currency would be USD, in the case of purchasing a dozen eggs in with US Dollars.
/ Rates/ Amount/ rateAmountPeriod	- AmountPeriodType -	The time interval or other increment that the rate is charged or paid.
/ Rates/ Amount/ currency	xsd:restriction base: xsd:string	The currency in which the compensation preference is expressed. [2.] The currency in which the rate is charged or paid.
/ Rates/ Class	- xsd:string - S (1/1)	Classification or designation for the rate. e.g., regular, overtime, doubletime.
/ Rates/ StaffingShiftId	- EntityIdType - S (0/1)	Shift identifier with which the rate is associated.
/ Rates/ Multiplier	- xsd:decimal - S (0/*)	Standard multiplier for the rate calculation.
/ Rates/ StartDate	- AnyDateTimeNaType - S (1/1)	The date the position is expected to start. [2.] The date the assigned resource may begin receiving compensation. [3.] The date the rate is in effect.
/ Rates/ EndDate	- AnyDateTimeNkType - S (0/1)	The (inclusive) date the rate expires.
/ Rates/ Description	- xsd:string - S (0/1)	Description of the rate details as needed.
/ [RatesType]	ExternalRateSetId - EntityIdType - S (0/1) Amount - xsd:decimal - S (0/1) Class - xsd:string - S (1/1) StaffingShiftId - EntityIdType - S (0/1) Multiplier - xsd:decimal - S (0/*) StartDate - AnyDateTimeNaType - S (1/1) EndDate - AnyDateTimeNkType - S (0/1) Description - xsd:string - S (0/1) rateType RateType - required rateStatus RateStatusType - required	Globally scoped data type. See element or attribute declaration for definition.

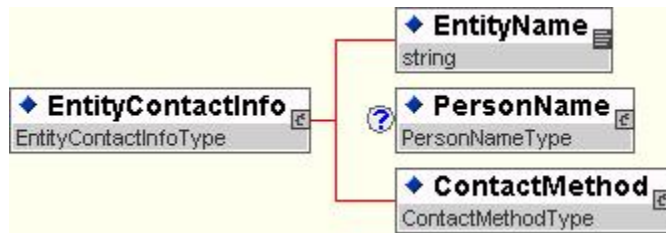
/ RatesType/ rateType	- RateType -	The type of charge rate used such as bill, pay or expense. Can also be used to express a rate range.
/ RatesType/ rateStatus	- RateStatusType -	The status of the rate at the time of the transmission.
/ [KnownRateType]	xsd:restriction base: xsd:string [Enumerations]: bill, expense, pay, minBillRate, maxBillRate, minPayRate, maxPayRate	Globally scoped data type. See element or attribute declaration for definition.
/ [RateType]	- [Union]: KnownRateType,xsd:string	Globally scoped data type. See element or attribute declaration for definition.
/ [KnownRateStatus]	xsd:restriction base: xsd:string [Enumerations]: proposed, agreed	Globally scoped data type. See element or attribute declaration for definition.
/ [RateStatusType]	- [Union]: KnownRateStatus,EnumerationExtensionType	Globally scoped data type. See element or attribute declaration for definition.
/ [KnownAmountPeriod]	xsd:restriction base: xsd:string [Enumerations]: yearly, monthly, semi-monthly, weekly, biweekly, daily, hourly, fortnightly, perunit, flatfee	Globally scoped data type. See element or attribute declaration for definition.
/ [AmountPeriodType]	- [Union]: KnownAmountPeriod,EnumerationExtensionType	Globally scoped data type. See element or attribute declaration for definition.

14.3 ContactInfo and EntityContactInfo

The ContactInfo schema contains two data types to allow for contacting an individual or an organization: ContactInfoType and EntityContactInfoType. The ContactInfoType incorporates the PersonName and ContactMethod. Whereas, the EntityContactInfo also includes an EntityName to allow for organization, company, department, etc. The ContactMethod schema provides for a variety of contact methods such as telephone, fax, e-mail, web, and postal address.

14.3.1 Schema Diagram





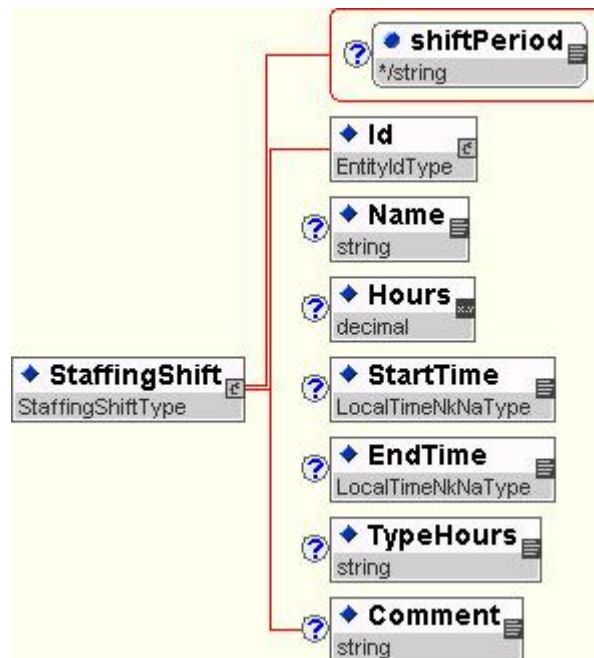
14.3.2 Data Dictionary

Component Name	ContentModel	Definition
[Global types listed at the end of the table.]	Data type Occurrence: Sequence Choice All (minOccurs/maxOccurs) Attributes	
/ ContactInfo	- ContactInfoType - (1/1)	Placeholder element for contact information.
/ ContactInfo/ ContactMethod	- ContactMethodType - S (1/1)	Undefined.
/ [ContactInfoType]	PersonName - [see include/import] - S (1/1) ContactMethod - ContactMethodType - S (1/1)	Globally scoped data type. See element or attribute declaration for definition.
/ [EntityContactInfoType]	EntityName - xsd:string - S (1/1) PersonName - [see include/import] - S (0/1) ContactMethod - ContactMethodType - S (1/1)	Globally scoped data type. See element or attribute declaration for definition.

14.4 StaffingShift

The StaffingShift schema provides a mechanism for exchanging information on shifts or specific working hours between trading partners and within internal applications. Staffing suppliers require shift information to describe position-specific requirements and rate related assignment information within an order.

14.4.1 Schema Diagram



14.4.2 Data Dictionary

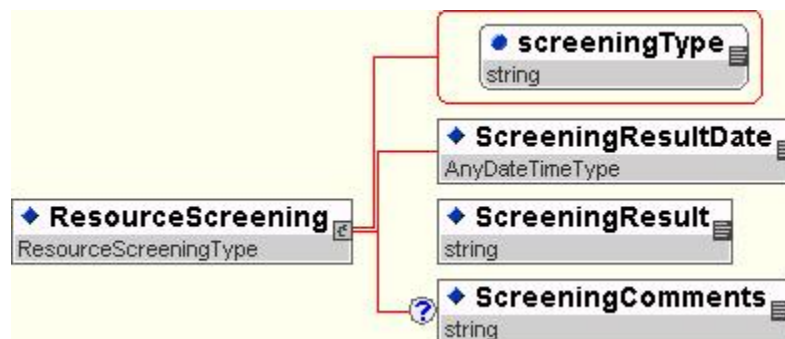
Component Name	ContentModel	Definition
[Global types listed at the end of the table.]	Data type Occurrence: Sequence Choice All (minOccurs/maxOccurs) Attributes	
/ StaffingShift	- StaffingShiftType - (1/1)	
/ StaffingShift/ shiftPeriod	xsd:restriction base: xsd:string [Enumerations]: monthly, weekly, daily, 1, 2, 3, 4, 5, 6, 7	The period the shift occurs. Numeric values conform to: ISO 8601 2nd Edition; 1 = Monday, 2 = Tuesday, 3 = Wednesday, 4 = Thursday, 5 = Friday, 6 = Saturday, 7 = Sunday
/ StaffingShift/ Id	- EntityIdType - S (1/1)	Open Applications Group definition: Is the identifier of the semantically named document. The position of the Id further defines it's context and meaning, HR-XML usage definition: In the Header's DocumentId context, Id will hold the overall Invoice Number for the transaction. [2.] Identifier for that shift.
/ StaffingShift/ Name	- xsd:string - S (0/1)	The name of the shift, such as swing or day.
/ StaffingShift/ Hours	- xsd:decimal - S (0/1)	The number of hours during the period.

/ StaffingShift/ StartTime	- LocalTimeNkNaType - S (0/1)	The start time of the shift.
/ StaffingShift/ EndTime	- LocalTimeNkNaType - S (0/1)	The end time of the shift.
/ StaffingShift/ TypeHours	- xsd:string - S (0/1)	Specific type of work hours(e.g., regular,overtime,timehalf, doubletime,special, premium).
/ StaffingShift/ Comment	- xsd:string - S (0/1)	Populated by the customer to describe any details about the work period(e.g. breaks, etc).
/ [StaffingShiftType]	Id - EntityIdType - S (1/1) Name - xsd:string - S (0/1) Hours - xsd:decimal - S (0/1) StartTime - LocalTimeNkNaType - S (0/1) EndTime - LocalTimeNkNaType - S (0/1) TypeHours - xsd:string - S (0/1) Comment - xsd:string - S (0/1) shiftPeriodxsd:restriction base: xsd:string [Enumerations]: monthly, weekly, daily, 1, 2, 3, 4, 5, 6, 7 - optional	Globally scoped data type. See element or attribute declaration for definition.
/ StaffingShiftType/ shiftPeriod	xsd:restriction base: xsd:string [Enumerations]: monthly, weekly, daily, 1, 2, 3, 4, 5, 6, 7	The period the shift occurs. Numeric values conform to: ISO 8601 2nd Edition; 1 = Monday, 2 = Tuesday, 3 = Wednesday, 4 = Thursday, 5 = Friday, 6 = Saturday, 7 = Sunday

14.5 ResourceScreening

This reusable module allows staffing suppliers to report basic screening information pertaining to a staffing resource.

14.5.1 Schema Diagram



14.5.2 Data Dictionary

Component Name [Global types listed at the end of the table.]	ContentModel Data type Occurrence: <u>Sequence</u> <u>Choice</u> <u>All</u> (minOccurs/maxOccurs) Attributes	Definition
/ ResourceScreening	- ResourceScreeningType - (1/1)	Placeholder element for screening or testing data about the candidate.
/ ResourceScreening/ screeningType	- ScreeningType -	Type of screening required and reported on.
/ ResourceScreening/ ScreeningResultDate	- AnyDateTimeType - S (1/1)	Date of the result being reported.
/ ResourceScreening/ ScreeningResult	- xsd:string - S (1/1)	Result of the report.
/ ResourceScreening/ ScreeningComments	- xsd:string - S (0/1)	Comments regarding the report.
/ [ResourceScreeningType]	ScreeningResultDate - AnyDateTimeType - S (1/1) ScreeningResult - xsd:string - S (1/1) ScreeningComments - xsd:string - S (0/1) screeningType ScreeningType - required	Globally scoped data type. See element or attribute declaration for definition.
/ ResourceScreeningType/ screeningType	- ScreeningType -	Type of screening required and reported on.
/ [KnownScreeningType]	xsd:restriction base: xsd:string [Enumerations]: abuse, address, awards, credit, criminal, drug, earnings, education, employment, license, name, phone, reference, workcomp	Globally scoped data type. See element or attribute declaration for definition.
/ [ScreeningType]	- [Union]: KnownScreeningType,xsd:string	Globally scoped data type. See element or attribute declaration for definition.

14.6 StaffingContactType

The type of contact information is consistent across the Assignment, StaffingSupplier and StaffingAction modules. To ensure this consistency, a value list (enumerations) was created for use in those three modules. The enumerations are as follows:

- Placed by
- Placed on behalf of
- Confirm to
- Authorized by
- Interviewer
- Supervisor
- Time approver
- Submitted by
- Created by
- Sent to

14.6.1 Data Dictionary

Component Name [Global types listed at the end of the table.]	ContentModel Data type Occurrence: <u>Sequence</u> <u>Choice</u> <u>All</u> (minOccurs/maxOccurs) Attributes	Definition
/ [KnownContactType]	xsd:restriction base: xsd:string [Enumerations]: placed by, placed on behalf of, confirm to, authorized by, interviewer, supervisor, time approver, submitted by, created by, sent to	Globally scoped data type. See element or attribute declaration for definition.
/ [StaffingContactType]	- [Union]: KnownContactType,xsd:string	Globally scoped data type. See element or attribute declaration for definition.