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Using Role-Based Permissions

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1 Introduction to Using RBP

Filter and search for the role-based permissions specific to your system's implementation and learn how to test your RBP configuration.

This content is for security administrators to enable them to manage Role-Based Permissions (RBP).

- RBP is the only permission model that is available to all customers across the SAP SuccessFactors HCM suite.
- The first two sections familiarize you with the concept of the legacy role-based permissions and the latest role-based permissions.
- The subsequent sections detail the individual tasks that make up the process.
- Finally, you'll find troubleshooting information in case problems occur with the permissions.

Note

This implementation content covers all general aspects of setting up RBP. The implementation handbooks for the individual modules, including additional module-specific information.

2 Role-Based Permissions

Role-Based Permissions (RBP) is a security model that allows you to restrict and grant access to your SAP SuccessFactors HCM suite. RBP controls access to the applications that employees can see and edit. This is a suite-wide authorization model that applies to the majority of the SAP SuccessFactors products.

Here's an example of the *Create Role* wizard:

[Admin Center](#) / [Manage Permission Roles](#) / [Create Role](#)

Create Role

1 Basic Information

2 Add Permissions

3 Preview

2. Add Permissions

Specify what permissions users of this role should have.

Search for a permission

Q

User Permissions

Goals

Career Development Planning

Talent Search Field

Succession Planners

Learning

Employee Central Effective Date...

Employee Central - Compensati...

Employee Central Import Entities

Employee Widgets

Employee Views

Manage Document Generation T...

Succession Planners

★=Access period can be defined at the granting rule level. †=Target needs to be defined. *+=Target criteria need to be defined.

☐ Select All

☐ Succession Org Chart Permission

Allow role to access the succession organizational chart an...

☐ Succession Approval Permission †

Allow role to approve successors nominated to Succession ...

☐ Succession Management and Matrix Report Permissions †

The target population assigned to this permission will contr...

☐ Succession Planning Permission †

Allow role to nominate successors for an incumbent.

☐ Talent Search Access

Allow role to access Talent Search

☐ Talent Search Export Permission

Allow role to export Talent Search results. The fields in the ...

☐ Matrix Report Permission

Allow role to access the Matrix Report

Previous

Next

Cancel

Supported Features

- RBP-only permission roles and permission groups are also supported. RBP-only indicates that the permission role or permission group is only accessible for RBP administrators for permission-related features. Other features, such as home page, can't reuse this role or group.
- All four permission types are supported, including on-off permissions, parent-child permissions, all-other permissions, and permissions with actions.
- Compensation and MDF permissions are supported.
- Target criteria, data blocking, and tree security permissions are supported.
- Printing permission roles and role assignments are supported.

2.1 Role-Based Permissions Experience for Administrators

As an RBP administrator, you see a simplified administration page using Role-Based Permissions.

Before we dive into Role-Based Permissions, here're four concepts you want to know.

- **Permission role:** a set of permissions
- **Access population:** users who are granted the permissions
- **Target population:** users whose data can be accessed or managed by an access population
- **Role assignment:** a relationship between a role and its access population and target population

To understand the concepts of RBP, consider an administrator named Carla Grant whose job requires this administrator to edit the personal data of employees in Canada. The permission role for Carla includes a set of permissions that give Carla write access to Canadian employees' personal data. Carla is one of the administrators in the access population because Carla is granted permissions to edit Canadian Employees' data. Employees working in Canada are the target population because Carla can access their data and manage them. The role assignment is what Carla can do to access or manage Canadian Employees: as a simple example, add, edit, and delete.

You can use Role-Based Permissions to create permission roles, define access population, define target population, and manage roles and role assignments.

2.2 Permission Groups

Permission groups are used to define groups of employees who share specific attributes. You can use various attributes to select the group members, for example a user's department, country/region, or job code. Permission groups can be dynamic or static. Dynamic permission groups support employee and onboarder user types, while static permission groups support only employee user type.

❖ Example

There might be a permission group called "Human Resources in US", which lists all US-based employees who work in the HR department. To define this group, you would specify that users must match the selection criteria "Country/Region = United States" and "Department = HR".

📌 Note

The attributes or selection criteria that are available for defining groups are configurable.

In RBP, you can assign permission roles to permission groups. In addition, you use groups to define the target population a granted user has access to.

❖ Example

The group "Human Resources in US" might have access to the group "US Employees".

Groups configured with criteria other than specific user names are called **dynamic** (as opposed to **static**), which means that the assignment of employees into and out of a group is automated. For example, a group of

granted users can be “All employees in the Sales department”. As employees are transferred into and out of the sales department, their permissions will automatically adjust. This automation will save you time and money. This is especially beneficial for large organizations that need higher levels of administrative efficiency.

2.2.1 Creating Static Permission Groups

Static permission groups are created and modified by adding individual user names to a group using an excel spreadsheet. They store a static list of users instead of a list based on dynamically generated criteria. Changing user information does not modify group members, you must redefine group members by importing an updated spreadsheet.

Procedure

1. In the *Admin Center*, search for *Manage Permission Groups*.
2. Click *Import Static Groups* to create or modify a group.
3. Select between *Full Replace* or *Delta Replace*.

A full replace, creates or entirely replaces a group, while a delta replace adds members to an already existing group.

Import Static Group

The Import Static Group page lets you add or modify static groups by uploading a static group data file. You can download a blank CSV template to see the file format. Please note the character encoding of the file should be Unicode(UTF-8). You can use a full replacement import. Or you can add or remove users of a static permission group using delta replacement import. After completing importing, you will receive an email and the group will display in the list by refreshing.

Choose File: No file chosen

[Download a blank CSV template](#)

Import Type

☒ Full Replace

☐ Delta Replace

4. Download a blank CSV template after you've chosen an import type. The *Full Replace* template has two column headers, *GROUPNAME* and *USERID*. The *Delta Replace* has an additional *Action* column.
5. For each user that you add to a group, add the group name to the *GROUPNAME* column and user's ID to the *USERID* column.

Note

For new users, you can create user IDs in the upload file.

Note

Character encoding of your file should be Unicode (UTF-8). The maximum file size is 20MB. If your import file exceeds 20MB, you can either split the file into several smaller files or request Professional Services to modify the system configuration file.

6. Select the file with your data by clicking [Choose File](#).
7. Click [Validate File](#) to validate file format, file size, etc.
8. If the validation is successful, click [Upload](#) to import the static permission groups.

If your file has errors, they display at the top of the [Import Static Group](#) window.

Note

For one group type, a maximum of two jobs can run at the same time.

Results

After the upload completes, the system sends you a notification with success or error messages. Successfully created groups display in the group list after refreshing your system.

Subject: Static Group Import Notification

Please be advised that static group import process has been finished.

Total rows in the static group import file: 7
Successful: 1; Failed: 6

Static group import job reported error(s). You need to fix the following error(s) and re-import if necessary:

Row 5: Column number is not consistent with headers.
Row 3: USERID asadasdad does not exist in system.
Row 6: Duplicate row.
Row 2: Empty in GROUPNAME column.
Row 7: GROUPNAME HR Group is an existing dynamic group.
Row 8: Length of GROUPNAME exceeds 100 bytes.

PerformanceManager
Copyright 2003 SuccessFactors, Inc. All rights reserved.

This message was sent by the PerformanceManager application.
For questions about this application, please contact the technical support personnel.

2.2.2 Adding Individual Members to Static Groups

You can add members to a static group in your system or by importing an excel file to your system.

Procedure

1. In the [Admin Center](#), search for [Manage Permission Groups](#).
2. Click the name of the static group you're updating.

The [Permission Group](#) screen displays.

3. To add a user to a static group, click [Add User](#).
4. Search for the users you'd like to add to the group.

Entering keywords in the search field displays user names.

5. Select each user you want to add to the group.

Each user you select automatically displays in the right pane.

6. Click [Done](#).

The users you selected are added to the group immediately.

2.2.3 Adding Multiple Members to Static Groups

Instead of opening static groups one by one to add members, you can add multiple members to several static groups all at once with a CSV file.

Procedure

1. Go to ► [Admin Center](#) ► [Set User Permissions](#) ► [Manage Permission Groups](#) ►.
2. Click [Import Static Groups](#).

The [Import Static Group](#) popup displays.

3. Choose [Delta Replace](#).
4. Click [Download a blank CSV template](#).

A CSV template for delta replacement is downloaded.

5. Fill in the CSV file.

Column Head	Description
GROUPNAME	Fill in the names of the static groups that you want to add members to.

Column Head	Description
USERID	You can choose to provide either USERID or ASSIGNMENTID of employees.
ASSIGNMENTID	You can choose to provide either USERID or ASSIGNMENTID of employees.
ACTION	ADD

6. Save the file.
7. Go back to the [Import Static Group](#) popup and upload the CSV file that you've prepared.
8. Click [Validate File](#).

A message displays at the top of the [Import Static Group](#) popup to inform you whether there's any format issue in the CSV file.

9. If there are no issues found in the validation phase, choose the CSV file again and click [Upload](#).
10. Click [Cancel](#) to dismiss the Import Static Group popup.

Results

You have successfully added members to the static groups with a CSV file. You receive an email about the details.

Next Steps

Refresh the Manage Permission Groups page to double check the active membership of the static groups that you've updated.

2.2.4 Removing Members from Static Groups

Although you add members to a static group using a spreadsheet, you can remove static group members using the system.

Procedure

1. In the [Admin Center](#), search for [Manage Permission Groups](#).
2. Click the name of the static group you're updating.
The [Permission Group](#) screen displays.
3. Select the users that you want to remove from the group.
4. Click [Delete](#).

The list of users updates immediately.

5. Click [Close](#).

Results

Removed members will no longer have access to the tasks or data of the group.

2.2.5 Removing Multiple Members from Static Groups

Instead of opening static groups one by one to remove members, you can remove multiple members from several static groups all at once with a CSV file.

Procedure

1. Go to ► [Admin Center](#) ► [Set User Permissions](#) ► [Manage Permission Groups](#) ►.
 2. Click [Import Static Groups](#).
- The [Import Static Group](#) popup displays.
3. Choose [Delta Replace](#).
 4. Click [Download a blank CSV template](#).

A CSV template for delta replacement is downloaded.

5. Fill in the CSV file.

Column Head	Description
GROUPNAME	Fill in the names of the static groups that you want to remove members from.
USERID	You can choose to provide either USERID or ASSIGNMENTID of employees.
ASSIGNMENTID	You can choose to provide either USERID or ASSIGNMENTID of employees.
ACTION	REMOVE

6. Save the file.
7. Go back to the [Import Static Group](#) popup and upload the CSV file that you've prepared.
8. Click [Validate File](#).

A message displays at the top of the [Import Static Group](#) popup to inform you whether there's any format issue in the CSV file.

9. If there are no issues found in the validation phase, choose the CSV file again and click [Upload](#).
10. Click [Cancel](#) to dismiss the Import Static Group popup.

Results

You have successfully removed members from the static groups with a CSV file. You receive an email about the details.

Next Steps

Refresh the Manage Permission Groups page to double check the active membership of the static groups that you've updated.

2.2.6 Creating Dynamic Permission Groups

Dynamic permission groups are generated automatically when the attributes of employees match the group selection criteria. Administrators can create and manage dynamic permission groups for both employees and external users.

Procedure

1. In the *Admin Center*, search for *Manage Permission Groups*.
2. Click *Create New* to create a new permission group.

The *Permission Group* page opens.

3. Enter a name for your permission group in the *Group Name* field.
4. Choose a *User Type* for your group.

The available user types vary depending on how your system is configured. Possible values may include:

- *Employee* (default)
- *External Learning User*

Note

The External Learning User option is only available if you have Learning enabled in your system.

- Alumni
- External Onboarding User

When defining a dynamic group for an external learning user, you can identify an **External Source Channel** to complete the criteria for inclusion. This allows external learning users to be defined based on the source of origin. The external source channel is only available to SAP SuccessFactors Learning customers. The **External Learning User** must be enabled in *Provisioning* for external learner and external source channel to be available.

→ Remember


As a customer, you don't have access to Provisioning. To complete tasks in Provisioning, contact your implementation partner or Account Executive. For any non-implementation tasks, contact Technical Support.

→ Tip

When defining [External Learning User](#) groups in your system, it is recommended that you do not create more than 50 groups.

5. Choose the group selection criteria from the [People Pool](#), in the [Choose Group Members](#) section.

Depending on the complexity of your permission group selection criteria, you can choose multiple people pools.

6. In the [Search Results](#) screen, enter a search term or click the  [search](#), to display all available values.

For some categories, a smaller pop-up window appears where you can enter additional values or information, such as [Time Zone](#) settings. If you select the [Team View](#) category, you can use hierarchical relationships to specify the group. This allows you to apply rules such as: everybody in Carla Grant's team, all levels deep.

📌 Note

When you search employees with the [User](#) category, the search results in the dropdown display only employee names. When you search employees with the [Team View](#) category, the search results in the dropdown display employee names, employee titles, and locations.

7. Make your selection and click [Done](#).
8. If you want to add another condition for defining the people pool, click [Add another category](#) and choose a category and item. If you use two or more categories, this functions as an **AND** operation, that is, only users are selected who meet all selection criteria.

🔗 Example

If you want to create a group of sales employees working in the US, you would need to choose the category Department and select Sales. You add a second category Country/Region and select United States.

9. Complex group definitions may require you to use multiple people pools. If you use two or more people pools, these people pools functions as an **OR** operation, that is, all users are selected who fulfill the selection criteria of at least one pool.

Click [Add another People Pool](#) and then add categories and items.

🔗 Example

You have two different offices: An office in Chicago and an office in Boston. Each office has a Sales team and a Finance team. You only want to include Sales employees from the Chicago office and Finance employees from the Boston office. You'll need to create two separate pools then.

📌 Note

The number of people pools in a group is limited to four.

10. If there are employees you'd like to exclude from the Permission Group definition, select them in the [Exclude these people from the group](#) section.

11. If you want to prevent the group being updated automatically when new employees match the selection criteria, click [Lock group](#).
12. (Optional) Choose [Update](#) in the [Active Group Membership](#) box to see how many users match the criteria. Click the number to see the detail list.

The active group membership number isn't updated automatically when you modify the dynamic group definition.

13. Choose [Done](#) to complete the process.

2.2.7 Managing Permission Groups

You can manage static or dynamic permission groups. You can also mark a permission group as RBP-only, which means the group can be only used in Role-Based Permissions. If a permission group isn't RBP-only, it can also be used in other modules, for example, on home page. For dynamic groups, you can also view the group's change history.

Context

ⓘ Note

You can only delete a permission group if it has no associated role.

Procedure

1. Go to the [Admin Center](#) [Tools](#) and search for [Manage Permission Groups](#).
2. In the [Manage Permission Groups](#) screen, click the [Take Action](#) dropdown menu next to the permission group you want to modify.
 - You can see delete and view summary of static groups.
 - You can edit, copy, delete, view summary, and view change history of dynamic groups.

ⓘ Note

You can only see the most recent 1000 changes in the View change history view. If you want to see more than the last 1000 changes, use the Change Audit report.

3. Choose the desired action.

2.3 Creating a Permission Role

Role-Based Permissions use permission roles to group a set of permissions.

Prerequisites

You are in the [Manage Role-Based Permission Access](#) list and assigned the [Edit Role](#) permission.

Procedure

1. Go to [Admin Center](#) > [Manage Permission Roles](#).

The [Manage Permission Roles](#) page displays.

2. Choose [Create](#).

The [Create Role](#) wizard displays.

3. Input information by following the wizard steps as listed.

Wizard Steps	Actions
Basic Information	<p>Provide a role name. This is a required field. The maximum length is 255 bytes.</p> <p>Provide a description. The maximum length is 4000 bytes.</p> <p>Select a user type from the drop-down. Three user types are supported: Employee, External Onboarding User, External Learner, and Alumni.</p> <p>If you want to prevent other modules from using this role, select RBP-Only.</p>
Add Permissions	<p>Choose a permission category from the left panel. A list of permissions of the category displays on the right panel for your selection.</p> <div><p>→ Tip</p><ol style="list-style-type: none">1. To make navigation easier, select the Sort By Ascending check box in the left panel. This arranges the permission categories in ascending order.2. Click the Enter Full Screen button to expand the Add Permissions section.3. If the number of field-level overrides for a permission category exceeds 20, these overrides appear in "view" mode. You can select Edit next to the permission to switch to "edit" mode.</div>
Preview	Double check the information that you've defined.

4. Save your changes.

A success message displays.

5. Choose [OK](#) to assign the role or choose [Not Now](#) to go back to the [Manage Permission Roles](#) page.

Results

You've successfully created a new permission role.

2.4 Assigning a Permission Role

A role assignment is a relationship between a role and its access population and target population. You can use the [Add Role Assignment](#) page to assign permissions to a group of users and define whose data those users can access.

Prerequisites

You're in the [Manage Role-Based Permission Access](#) list and assigned the [Edit Role](#) and [View Group](#) permissions.


Context

After creating a permission role, choose [OK](#) on the [Success](#) popup to continue to assign the role. You can also add role assignments in the [Manage Permission Roles](#) page or the [Role Assignments](#) page.

Procedure

1. Go to [Admin Center](#) [Manage Permission Roles](#).
- The [Manage Permission Roles](#) page displays.
2. Choose [Add Role Assignment](#) for the permission role that you want to assign.
- The [Assign Role Assignment for](#) wizard displays.
3. Input information by following the wizard steps as listed.

Wizard Steps	Actions
Basic Information	Provide a role assignment name. It's a required field. The maximum length is 255 bytes. Provide a description. The maximum length is 4000 bytes.

Wizard Steps	Actions
	<p>Select a user type for the target population.</p> <p>Optionally, you can set the effective duration of the role.</p> <p>Choose a status for the role assignment. If you enable effective duration, the Status field is hidden.</p> <p>In an Employee role assignment, if Alumni Experience is enabled in your instance, you can specify Alumni as the target population by selecting Alumni in the Target Population User Type dropdown in the 1. Basic Information step.</p>
Grant Access to	<p>Select all or groups of users.</p> <p>For Alumni roles, user type Alumni is selected in this step.</p> <p>(Optional) You can also grant the same access to managers of the users in those groups.</p> <div data-bbox="841 646 1435 814"> <p>Note</p> <p>When you search for a group, input the beginning of the group name in the group search field and click "Enter".</p> </div>
Define a Target Population	<p>Select everyone or a subset of employees.</p> <p>To select a subset of employees, use permission groups, filters such as Granted User's Location, or both.</p> <p>(Optional) You can exclude the granted users from having the same access to themselves.</p> <p>In an Alumni role assignment, the target population is always the granted users themselves.</p>
Define Target Criteria	<p>(Optional) For permission roles that require target criteria, choose Restrict Target Criteria to: and select the  value help icon to add your target criteria.</p>
Define Data Blocking	<p>(Optional) For permission roles that require data blocking, choose Restricted, and enter the number of months (0 to 999) for which the role has access to the historical data.</p> <ul style="list-style-type: none"> The system always uses the current date to calculate the authorization period, so if you enter "12", the role will have access to historical data up to 12 months prior to today's date. If you enter "0", the role has no historical access at all. That is, the role can't see anything older than today. The system always uses the time zone of the signed-in user to calculate the period.
Define Tree Security	<p>(Optional) For permission roles that require tree security, define the view of the dimension that's accessible to the user.</p> <div data-bbox="841 1560 1435 1707"> <p>Note</p> <p>Tree security permissions are only for instances that have enabled Workforce Analytics (WFA).</p> </div> <ul style="list-style-type: none"> Tree security rules can be Include or Exclude rules. Include rules specifically identify the nodes of the tree that are accessible, whereas Exclude rules specify access to all nodes except those identified. Specify the target tree security permissions applicable to each Structural Dimension, which the granted users

Wizard Steps	Actions								
	<p>have permission to access. While specifying, you can choose from the following:</p> <table> <tr> <th>Option</th><th>Description</th></tr> <tr> <td><i>All</i></td><td>To allow the user to see the entire dimension. If needed, you can choose <i>Drill to Detail</i> to allow users to view applicable underlying series of data.</td></tr> <tr> <td><i>Hidden</i></td><td>If the granted users don't require access to the dimension.</td></tr> <tr> <td><i>Restricted</i></td><td>If users only require access to specific dimensions.</td></tr> </table>	Option	Description	<i>All</i>	To allow the user to see the entire dimension. If needed, you can choose <i>Drill to Detail</i> to allow users to view applicable underlying series of data.	<i>Hidden</i>	If the granted users don't require access to the dimension.	<i>Restricted</i>	If users only require access to specific dimensions.
Option	Description								
<i>All</i>	To allow the user to see the entire dimension. If needed, you can choose <i>Drill to Detail</i> to allow users to view applicable underlying series of data.								
<i>Hidden</i>	If the granted users don't require access to the dimension.								
<i>Restricted</i>	If users only require access to specific dimensions.								
Preview	Double check the information that you've defined.								

4. Save your changes.
A success message displays.

Results

You've successfully created a role assignment.

Related Information

[Tree Security Rules](#)

2.5 Updating a Permission Role

You can update details of a permission role, except for its user type.

Prerequisites

You are in the [Manage Role-Based Permission Access](#) list and assigned the [Edit Role](#) permissions.

Procedure

1. Go to ► [Admin Center](#) ► [Manage Permission Roles](#) ►.
The [Manage Permission Roles](#) page displays.
2. Choose [Edit](#) of the permission role that you want to update.
The edit role wizard displays.
3. Update the changes you want.
4. Save your changes.

Results

You've successfully updated the permission role.

2.6 Updating a Role Assignment

You can update details of a role assignment.

Prerequisites

You are in the [Manage Role-Based Permission Access](#) list and assigned the [Edit Role](#) and [View Group](#) permissions.

Procedure

1. Go to ► [Admin Center](#) ► [Manage Permission Roles](#) ►.
The [Manage Permission Roles](#) page displays.
2. Choose a permission role.
The [Permissions](#) and [Assignments](#) tabs display.
3. Go to the [Assignments](#) tab.
The assignment list of the permission role shows.
4. Choose the [Edit](#) button of the role assignment you want to update.
The edit role assignment wizard displays.
5. Update the changes you want.
6. Save your changes.

Results

You've successfully updated the role assignment.

Note

After you **create** or **delete** role assignments, the system updates the last modified date of the permission roles accordingly. However, when you **update** role assignments, the last modified date of the permission roles remains unchanged.

2.7 Deleting a Permission Role

You can delete permission roles that you no longer need. If you delete a permission role, all its role assignments are deleted as well.

Prerequisites

You are in the [Manage Role-Based Permission Access](#) list and assigned the [Edit Role](#) permission.

Procedure

1. Go to ► [Admin Center](#) ► [Manage Permission Roles](#) ►.
The [Manage Permission Roles](#) page displays.
2. Choose [Delete](#) in the [Actions](#) column of the permission role you want to delete.
A double confirmation message shows.
3. Choose [Delete](#).

Results

You've successfully deleted the permission role.

2.8 Deleting a Role Assignment

You can delete role assignments that you no longer need.

Prerequisites

You are in the [Manage Role-Based Permission Access](#) list and assigned the [Edit Role](#) and [View Group](#) permissions.

Procedure

1. Go to ► [Admin Center](#) ► [Manage Permission Roles](#) ►.
The [Manage Permission Roles](#) page displays.
2. Choose a permission role.
The [Permissions](#) and [Assignments](#) tabs display.
3. Go to the [Assignments](#) tab.
The assignment list of the permission role shows.
4. Choose the [Delete](#) button of the role assignment you want to delete.
A double-confirmation message displays.
5. Choose [Delete](#).

Results

You've successfully deleted the role assignment.

2.9 Bulk Activating and Deactivating Role Assignments

You can activate and deactivate multiple role assignments of a permission role at the same time.

Prerequisites

You are in the [Manage Role-Based Permission Access](#) list and assigned the [Edit Role](#) and [View Group](#) permissions.

Procedure

1. Go to ► [Admin Center](#) ► [Manage Permission Roles](#) ►.
The [Manage Permission Roles](#) page displays.
2. Choose a permission role.
The [Permissions](#) and [Assignments](#) tabs display.
3. Go to the [Assignments](#) tab.
The assignment list of the permission role shows.
4. Select the role assignments you want to activate or deactivate.

Note

You can select up to 30 role assignments. This limit is to ensure optimal system performance, especially in systems that have enabled double-confirmation messages for large-size permission role or permission group changes. See *Enabling Double-Confirmation Messages for Large-Size Permission Changes in Related Information*.

5. Choose [Activate](#) or [Deactivate](#).

Results

You've successfully activated or deactivated multiple role assignments of the permission role.

Related Information

[Enabling Double-Confirmation Messages for Large-Size Permission Changes](#)

2.10 Searching, Sorting, and Filtering Role Assignments

If a permission role has many role assignments, you can search, sort, and filter role assignments easily.

Prerequisites

You are in the [Manage Role-Based Permission Access](#) list and assigned the [View Role](#) and [View Group](#) permissions.

Procedure

1. Go to  [Admin Center](#)  [Manage Permission Roles](#) .

The [Manage Permission Roles](#) page displays.

2. Choose a permission role.

The [Permissions](#) and [Assignments](#) tabs display.

3. Go to the [Assignments](#) tab.

The assignment list of the permission role shows.

4. Use the search box, the  [Sort](#) icon, or the  [Filter](#) icon on the [Assignments](#) tab to narrow down your search.

Function	Description
Search	In the search box, you can enter a role assignment ID, name, or description. Note that if you search by assignment ID, the search result is a strict match.
Sort	<p>You can sort role assignments by ID, Name, or Last Modified in ascending or descending order.</p> <ul style="list-style-type: none">• Choose OK to apply your sorting criteria.• Choose Reset on the upper right hand of the popup to reset your changes.• Choose Close to close the popup without applying your sorting criteria to the role assignment table.
Filter	You can filter role assignments by role assignment ID, name, description, status, last modified date, access population, and target population.

Note

For [Permission Group Name](#) field in both the [Access Population](#) and [Target Population](#) sections, you can either choose to enter a group name, or select the [Everyone](#) option. If you enter a group name and also select [Everyone](#), the system returns results matching [Everyone](#) and the group name you entered.

- Choose [OK](#) to apply your filtering criteria.
- Choose [Reset](#) on the upper right hand of the popup to reset your changes.
- Choose [Close](#) to close the popup without applying your filtering criteria to the role assignment table.

2.11 Comparing Two Change History Records of a Permission Role

You can check the change history of a permission role. You can also compare two versions of a permission role to check which permissions or role assignments were added or removed.

Context

When you add or remove permissions or role assignments of a permission role, a change record of the permission role is created.

Procedure

1. Go to ► [Admin Center](#) ► [Manage Permission Roles](#) ► [\[select a permission role\]](#) ► [View History](#) ►. Or, you can go into the role details page and choose the [View History](#) button.

The role history page displays. There are two tabs, [Role](#) and [Role Assignment](#), in this page.

2. Go to the [Role](#) tab.
3. Select two records from the role history list.
4. Choose [Compare](#).

Results

Changes between the two versions are highlighted in the [Permissions](#) and [Assignments](#) subtabs. The strikethrough texts highlighted in red are removed permissions or assignments, and the underlined texts highlighted in green are newly added permissions or assignments.

ⓘ Note

Comparison of MDF permissions is not supported.

ⓘ Note

The [Assignments](#) subtab displays only the ID, the latest name and the latest description of a role assignment. To view more changed details of a role assignment, such as access population, target population, and target criteria, you can go to the [Role Assignment](#) tab.

Next Steps

- Choose [Show All](#) to see all the permission details and assignments, changed or not.
- Choose [Show Difference](#) to see only the changed permissions and assignments.

Related Information

[Comparing Two Change History Records of A Role Assignment \[page 24\]](#)

2.12 Comparing Two Change History Records of A Role Assignment

You can check the change history of a role assignment. You can also compare two versions of a role assignment to view the changed details.

Context

When you add, remove, or edit a role assignment for a permission role, a change record of the role assignment is created.

Procedure

1. Go to ► [Admin Center](#) ► [Manage Permission Roles](#) ► [\[select a permission role\]](#) ► [View History](#) . Or, you can go into the role details page and choose the [View History](#) button.
The role history page displays. There are two tabs, [Role](#) and [Role Assignment](#), in this page.
2. Go to the [Role Assignment](#) tab.
3. Select a role assignment from the [Role Assignment](#) dropdown.
A list of change records appears for the selected role assignment.
4. Select two records from the role assignment history list.
5. Choose [Compare](#).

Results

Changes between the two versions are highlighted, including the changes in access population, target population, target criteria, data blocking, and tree security.

The strikethrough texts highlighted in red indicates removed details. The underlined texts highlighted in green are newly added details.

Note

Comparison of MDF permissions in [Target Criteria](#), [Data Blocking](#), and [Tree Security](#) is not supported.

Next Steps

- Choose [Show All](#) to see all details about the role assignment, changed or not.

- Choose [Show Difference](#) to see only the changed details of the role assignment.

2.13 RBP Troubleshooting

You can use [RBP Troubleshooting](#) to better prevent, diagnose, and fix RBP issues.

Here are the details of the [RBP Troubleshooting](#):

- [User Role and Permission Search](#) allows you to search for and compare permission roles and user permissions. You're able to search for the roles and permissions of a single user. Alternatively, you can search for and compare the roles and permissions of two users.

Note

The system supports searching for employees, external learners, and onboardees. It also supports MDF permissions.

- [Compare Roles](#) allows you to search for permissions of a role, or compare the permissions of two roles.

2.13.1 Searching User Roles and Permissions

You can use the [User Role and Permission Search](#) tab of the [RBP Troubleshooting](#) to know the permission roles and permissions of a user, or compare search and compare the roles and permissions of two users.

Prerequisites

You have at least RBP administrator [View Role](#) and [View Group](#) access.

Procedure

1. Go to ► [Admin Center](#) ► [RBP Troubleshooting](#) ►.
2. Go to the [User Role and Permission Search](#) tab.
3. Input users in the access user field.
Input a single user into the [Access User 1](#) field to search for that user's permissions and roles. Input users into both the [Access User 1](#) and [Access User 2](#) fields to compare the permissions and roles of the two users.
4. Choose [Search](#).

Results

Permissions and roles of the user or users are displayed in the [Result](#) table. You can click role names to check role details.

Next Steps

If you are comparing permissions and roles of two users, you have two options to view the results.

- Choose [Show All](#) to see all permissions and roles of the two users.
- Choose [Show Difference](#) to see only the different permissions and roles of the two users.

2.13.2 Comparing Roles

You can use the [Compare Roles](#) tab of the [RBP Troubleshooting](#) to know the permissions in a role, or compare permissions of two roles.

Prerequisites

You have at least RBP administrator [View Role](#) and [View Group](#) access.

Procedure

1. Go to ► [Admin Center](#) ► [RBP Troubleshooting](#) ►.
2. Go to [Compare Roles](#) tab.
3. Select roles in the search fields.
Input a single role into the [Role 1](#) field to search for permissions of the role. Input roles into both the [Role 1](#) and [Role 2](#) fields to compare the permissions of the two roles.
4. Choose [Search](#).

Results

Permissions of the role or roles are displayed in the [Result](#) table.

Next Steps

If you are comparing two roles, you have two options to view the results.

- Choose [Show All](#) to see all permissions of the two roles.
- Choose [Show Difference](#) to see only the different permissions of the two roles.

3 How to Use the Central List of Role-Based Permissions

This permissions list is a one-stop-shop for suite-wide permissions and general RBP information. Customize your filter criteria to list permissions for your specific product permissions set.

The permissions list allows you to search for and filter permissions across products that use the RBP security model. You can start by selecting your products from the Solution filter and narrow your selection by filtering the components for your products and searching for specific keywords or phrases. To quickly understand the permissions for your products, your filtered list displays all the available permissions for your combination of products, where they are located in the system, and how they will function once enabled.

At first glance, the permissions table displays all available permissions in the SAP SuccessFactors suite. When you've narrowed your search criteria and you're satisfied with the list of permissions for your products, you can download the permissions into a CSV file for continued use. In your system, you can manage permissions by creating roles under ► [Admin Center](#) ► [Manage Permission Roles](#) ►.

Related Information

[List of Role-Based Permissions \[page 28\]](#)

3.1 List of Role-Based Permissions

This is a main list of role-based permissions used across the SAP SuccessFactors HCM suite.

→ Remember

All customers have access to the SAP SuccessFactors platform. General permissions that are common to many or all SAP SuccessFactors solutions, such as User Login or User Search permissions, are listed in the following table as part of the "Platform" solution.

If you use filters to find permissions related to a specific solution, remember to include "Platform" in your filter. It's likely that some of these permissions are relevant to your system.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Data Inspector	Administrator Permissions	Manage System Properties	Data Inspector	Allows you to access the Data Inspector admin page.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Account Management	User Permissions	Manage Identity Account and Group	View Account Data	Allows you to query and view login account data in Joule.
Platform	Account Management	User Permissions	Manage Identity Account and Group	Edit Account Data	Allows you to update login account data in Joule.
Platform	Account Management	User Permissions	Manage Identity Account and Group	Unlock Login Accounts	Allows you to unlock login account in Joule.
Platform	Account Management	User Permissions	Account Data	Account ID	Allows you to view account ID.
Platform	Account Management	User Permissions	Account Data	Account Type	Allows you to view account type.
Platform	Account Management	User Permissions	Account Data	Global User ID	Allows you to view Global User ID.
Platform	Account Management	User Permissions	Account Data	Locale	Allows you to view and edit account locale.
Platform	Account Management	User Permissions	Account Data	Login Name	Allows you to view login name.
Platform	Account Management	User Permissions	Account Data	Person ID External	Allows you to view Person ID External.
Platform	Account Management	User Permissions	Account Data	Source System	Allows you to view the source system.
	Account Management	User Permissions	Account Data	Status	Allows you to view account status.
Platform	Scheduled Jobs	Administrator Permissions	Admin Center Permissions	Monitor Scheduled Jobs	Allows users to use Scheduled Job Manager to monitor jobs.
Platform	Scheduled Jobs	Administrator Permissions	Admin Center Permissions	Manage Scheduled Jobs	Allows users to use Scheduled Job Manager to rerun, create, edit, or terminate jobs.
Platform	Scheduled Jobs	Administrator Permissions	Admin Center Permissions	Restrict Access to Other Administrators' Jobs in Scheduled Job Manager	Prevents users from viewing job requests created, owned, or last modified by other administrators in Scheduled Job Manager.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
SAP Business AI Platform	SAP Business AI	Administrator Permissions	Manage AI Capabilities	AI Services Administration	Allows you to access the AI Services Administration page.
SAP Business AI Employee Central	Generative AI Compensation	User Permissions	AI Access	Assisted Person Insights	Allows users to generate insights based on employee data using Generative AI features.
SAP Business AI Platform	Generative AI	User Permissions	AI Access	Assisted Writing	Allows users to access the AI-assisted writing tool to enhance the quality of the content they write in the text fields in SAP SuccessFactors applications.
SAP Business AI Platform Continuous Performance Management	Generative AI Talent Intelligence Hub Continuous Performance Management	User Permissions	AI Access	Assisted Skill Recommendations Using Continuous Performance Management Data	Allows users to receive AI-assisted skill recommendations in their Growth Portfolios based on their data of activities, achievements, and feedback in Continuous Performance Management.
<div>  Note This permission is only available when you've enabled Assisted Skill Recommendations Using Continuous Performance Management Data in AI Services Administration admin tool. </div>					
SAP Business AI Platform Recruiting	Generative AI Recruiting Management	User Permissions	AI Access	Assisted Interview Questions	Allows users to use AI to generate interview questions based on the job description.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Object Permissions	User Permissions	Compliance Object Permissions	Compliance Form	Allows users to access the compliance form. You can assign View access to this permission.
Onboarding	Object Permissions	User Permissions	Compliance Object Permissions	Compliance Form.metadataForFormFields (FormFieldMetadata)	Allows users to view the fields in the compliance form.
Onboarding	Object Permissions	Administrator Permissions	Compliance Object Permissions	Compliance Form.metadataForPDFs (FormPDFMetadata)	Allows users to access the compliance form data in PDF form (form signature & locale PDF mapping) You can assign View access to this permission.
Onboarding	Object Permissions	User Permissions	Compliance Object Permissions	Compliance Form.metadataForPDFs.formSignatures (FormPDFSignatureMetadata)	Allows users to access the compliance form data in PDF form (form signature & locale PDF mapping) You can assign View access to this permission.
Onboarding	Object Permissions	User Permissions	Compliance Object Permissions	Compliance Form.metadataForPDFs.pdfMetadataForLocales (FormPDFLocaleMetadata)	Allows users to access the compliance form data in PDF form (form signature & locale PDF mapping) You can assign View access to this permission.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Object Permissions	User Permissions	Compliance Object Permissions	Compliance Form.metadataForUi (FormUIMetadata)	Allows users to access the compliance form data in UI form. You can assign View access to this permission.
Onboarding	Object Permissions	User Permissions	Compliance Object Permissions	Compliance Form.metadataForUi.metadataForLocales (FormUILocaleMetadata)	Allows users to access the compliance form data in UI form with different locales. You can assign View access to this permission.
Onboarding	Object Permissions	User Permissions	Compliance Object Permissions	Form Group Metadata	Allows users to view compliance forms associated to a specific country/region.
Onboarding	Object Permissions	User Permissions	Compliance Object Permissions	FormGlobalFilter	Allows users to filter forms by country/region and state. You can assign View and Edit access to this permission.
Onboarding	Object Permissions	User Permissions	Compliance Object Permissions	FormSelectionFilter	Allows users to filter forms by version. You can assign View access to this permission.
Onboarding	Onboarding or Offboarding Object Permissions	User Permissions	Object Permissions	Custom Task	Allows users to create custom tasks. You can assign View and Edit access to this permission.
Onboarding	Onboarding or Offboarding Object Permissions	User Permissions	Object Permissions	Custom Task Definition	Allows users to define custom tasks. You can assign View and Edit access to this permission.


Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Onboarding or Offboarding Object Permissions	User Permissions	Object Permissions	Delegatable Task	<p>Allows users to delegate custom tasks.</p> <p>You can assign View, Edit, and Import/Export access to this permission.</p>
Onboarding	Compliance	User Permissions	Compliance Object Permissions	Assigned Compliance Form	<p>Allows users to assign compliance forms.</p> <p>You can assign View, Edit, and Import/Export access to this permission.</p>
Onboarding	Compliance	User Permissions	Compliance Object Permissions	Compliance Document Flow	<p>Allows users to access the compliance document flow.</p> <p>You can assign View, Edit, and Import/Export access to this permission.</p>
Onboarding	Compliance	User Permissions	Compliance Object Permissions	Compliance Form Signature	<p>Allows users to access compliance form signatures.</p> <p>You can assign View, Edit, and Import/Export access to this permission.</p>
Onboarding	Compliance	User Permissions	Compliance Object Permissions	Compliance Process	<p>Allows users to access the compliance process.</p> <p>You can assign View, Edit, and Import/Export access to this permission.</p>
Onboarding	Compliance	User Permissions	Compliance Object Permissions	Compliance Process Task	<p>Allows users to access the compliance process tasks.</p> <p>You can assign View, Edit, and Import/Export access to this permission.</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Compliance	User Permissions	Compliance Object Permissions	Compliance Form Data	<p>Allows users access to the compliance form data.</p> <p>You can assign View, Edit, and Import/Export access to this permission.</p>
Platform	Security Center	Administrator Permissions	Manage Security Center	Access to PGP File Encryption Keys	Allows users to import PGP Keys for file encryption.
Platform	User Management	Administrator Permissions	Manage Identity Account and Group	Edit Access to SCIM Group API for Membership Assignment	Allows you to edit the membership of static permission groups using the SCIM Group API.
Platform	User Management	Administrator Permissions	Manage Identity Account and Group	Filter Permission Groups to be Returned by Workforce SCIM APIs	Allows you to access the Filter Permission Groups to be Returned by Workforce SCIM APIs admin page
Platform	User Management	Administrator Permissions	Manage Identity Account and Group	Manage Workforce SCIM API Attributes	Allows you to access the Manage Workforce SCIM API Attributes admin page.
Platform	Security Center	Administrator Permissions	Manage Security Center	Access to OAuth Configurations	<p>Enables access to outbound OAuth configurations.</p> <p>You can assign View or Create, Edit and Delete, or both access to this permission.</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Security Center	Administrator Permissions	Manage Security Center	Access to OAuth X509 Keys	<p>Enables access to OAuth X509 Keys that are used in external SAML authentication.</p> <p>You can assign View or Create, Edit and Delete, or both access to this permission.</p>
Platform	Security Center	Administrator Permissions	Manage Security Center	Access to HTTP Trust Certificates	<p>Enables access to upload a trusted certificate for HTTPS server calls.</p> <p>You can assign View or Create and Delete, or both access to this permission.</p>
Platform	Security Center	Administrator Permissions	Manage Security Center	Access to Other Keys	<p>Enables access to generate keys for file decryption, file signing for outbound integrations and SFTP server authentication.</p> <p>You can assign View or Create, Edit and Delete, or both access to this permission.</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Security Center	Administrator Permissions	Manage Security Center	Access to Destination Settings	<p>Enables access to create destination settings independent of an integration definition.</p> <p>You can assign View or Create, Edit and Delete, or both access to this permission.</p>
Platform	Security Center	Administrator Permissions	Manage Integration Tools	Manage LinkedIn Account Setup	<p>Enables access to LinkedIn Account Setup.</p> <p>To access the LinkedIn Account Setup artifact in Security Center, you also need the Metadata Framework Access to non-secured objects permission.</p>
Platform	Extension Center	Administrator Permissions	Manage Extensions on SAP BTP	Create Integration with SAP BTP	Allow users to configure integrations with SAP Business Technology Platform.
Platform	Work Tech	Administrator Permissions	Manage System Properties	Work Tech Configuration	Allow admins to configure Work Tech settings.
Onboarding 1.0	Object Permissions	User Permissions	Compliance Object Permissions	I-9 User Data	Allows users to view and edit Form I-9 user data.
Onboarding 1.0	Object Permissions	User Permissions	Compliance Object Permissions	I-9 User Data.User Data Documents	Allows users to view and edit Form I-9 User Data Documents.
Onboarding 1.0	Object Permissions	User Permissions	Compliance Object Permissions	I-9 User Data.Translators	Allows translators to view, edit, create, and adjust the Form I-9.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding 1.0	Object Permissions	User Permissions	Compliance Object Permissions	I9AuditTrail	Allows users to view I-9 audit trail.
Platform	My Groups	User Permissions	General User Permission	Manage My Groups	Allows users to manage My Groups . To use this permission, enable the Enable "Manage My Groups" permission in RBP — requires "Role-based Permission (This will disable Administrative Domains)" and "Dynamic Groups V2 (My Groups)" option in Provisioning.
Platform	User Management	Administrator Permissions	Manage User	Data Access: User	Allows users to access User Management data using People Analytics.
Platform	User Management	Administrator Permissions	Manage Identity Account and Group	Read Access to SCIM User API	Allows users to view SCIM user resource, which contains username, user ID, login method, and more.
Platform	User Management	Administrator Permissions	Manage Identity Account and Group	Edit Access to SCIM User API	Allows users to edit SCIM user resource, which contains username, user ID, login method, and more.
Platform	User Management	Administrator Permissions	Manage Identity Account and Group	Read Access to SCIM Group API	Allow users to view SCIM group resource, which contains group ID, group name, last modified date, and more.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	User Management	Administrator Permissions	<i>Manage Identity Account and Group</i>	<i>Manage Identity Authentication/Identity Provisioning Real Time Sync</i>	Allow users to access the Manage Identity Authentication/Identity Provisioning Real Time Sync admin page.
<div>  Note The <i>Manage Identity Authentication/Identity Provisioning Real Time Sync</i> admin tool is planned to be released in 1H 2023. </div>					
Platform	Employee Data Import User Management	Administrator Permissions	<i>Manage User</i>	<i>Import Extended User Information</i>	Allows admins to import extended user information to Employee Profile.
Platform	Employee Data Export User Management	Administrator Permissions	<i>Manage User</i>	<i>Employee Export</i>	Allows admins to export employee account data.
Platform	Employee Data Export User Management	Administrator Permissions	<i>Manage User</i>	<i>Export Extended User Information</i>	Allows admins to export extended user information from Employee Profile.
Platform	Employee Data Import User Management	Administrator Permissions	<i>Manage User</i>	<i>Hide the Option to Import by Overwriting Existing Data for Background Information</i>	Hides the option <i>Import by overwriting existing data</i> from admins with this permission when they import background information.
Platform	Employee Data Import	Administrator Permissions	<i>Manage User</i>	<i>Bulk Upload Profile Photos</i>	Allows admins to upload multiple profile photos for employees in the <i>Scheduled Job Manager</i> .

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Employee Data Export	Administrator Permissions	Manage User	Bulk Export Profile Photos	Allows admins to export multiple profile photos for employees in the Scheduled Job Manager .
Employee Central	Defaulting and Permissibility Configuration	Administrator Permissions	Employee Central Core Configuration	Condition Field	Allows admins to create custom (condition) fields of type HRIS elements, MDF objects, and Picklists. These fields determine the values of default fields.
Employee Central	Defaulting and Permissibility Configuration	Administrator Permissions	Employee Central Core Configuration	Default Field	Allows admins to create default fields of type HRIS elements, MDF objects, and Picklists.
Employee Central	Defaulting and Permissibility Configuration	Administrator Permissions	Employee Central Core Configuration	Default Group	Allows admins to create default groups with multiple entries for default field values.
Employee Central	Defaulting and Permissibility Configuration	Administrator Permissions	Employee Central Core Configuration	Employee Group	Allows admins to create groups for employees with the selection criteria as employee class and employee type fields.
Employee Central	Defaulting and Permissibility Configuration	Administrator Permissions	Employee Central Core Configuration	Employee Group Item	Allows admins to create multiple entries with selection criteria as employee class and employee type in an employee group.
Employee Central	Defaulting and Permissibility Configuration	Administrator Permissions	Employee Central Core Configuration	Employer Group	Allows admins to create groups for employers with the selection criteria as location and legal entity fields.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Defaulting and Permissibility Configuration	Administrator Permissions	Employee Central Core Configuration	Employer Group Item	Allows admins to create multiple entries with selection criteria as location and legal entity in an employer group.
Employee Central	Time Off	User Permissions	Time Management User Permissions	Create Purchase Leave in Self-Service	Allows users to create purchase leave requests using Employee Self-Service.
Employee Central	Time Off	Administrator Permissions	Manage Time Off	Manage Purchase Leave	Allows users to purchase leave on behalf of an employee.
Employee Central	Time Off Absence Management	User Permissions	Time Management Object Permissions	Work Schedule Day Model Variant Identifier	Allows users to create the Day Model Variant Identifier object, which is the link between Holiday Planned Working Time Specification and Day Model Variant .
Employee Central	Time Off Absence Management	User Permissions	Time Management Object Permissions	Work Schedule Day Model Variant Assignments	Allows you to provide variant assignments for a work schedule day model that is used as a Regular Day Model .
Employee Central	Time Off	User Permissions	Time Management Object Permissions	Holiday Work Pattern	Allows you to create the Holiday Work Pattern object that is assigned to the Job Information record of an employee.
Platform	Consent Agreements	Administrator Permissions	Manage System Properties	Data Privacy Consent Statement Settings	Allows users to edit the content and manage settings of the Data Privacy Consent Statement.
Platform	Administration Recruiting	Administrator Permissions	Admin Center Permissions	Manage Qualtrics Integration	Allows users to access the Manage Qualtrics Integrations page.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Administration	Administrator Permissions	Admin Center Permissions	Show Qualtrics in Main Navigation Menu	Allows users to view a link to the Qualtrics Web site from the main navigation menu.
Platform	Metadata Framework	User Permissions	Miscellaneous Permissions	MDF Audit Data Volume	Displays the volume of audit data available for a given MDF object.
Platform	Metadata Framework	User Permissions	Miscellaneous Permissions	MDF Association Data Volume	Displays the volume of association data available for a given MDF object.
Platform	Metadata Framework	User Permissions	Miscellaneous Permissions	MDF Transactional Data Volume	Displays the volume of transactional data available for a given MDF object. Transactional data refers to the day-to-day business data that's available in a system.
Platform	Metadata Framework	User Permissions	Miscellaneous Permissions	MDF Association Records Alerts	
Platform	Metadata Framework	User Permissions	Miscellaneous Permissions	MDF Audit Records Alerts	
Platform	Metadata Framework	User Permissions	Miscellaneous Permissions	MDF Time Slice Alerts	
Platform	Metadata Framework	User Permissions	Miscellaneous Permissions	MDF Transactional Records Alerts	
Platform	Administration	User Permissions	Miscellaneous Permissions	QualtricsProjectAndSiteData	Allows admins to access the In-App Surveys tab in Manage Qualtrics Integrations . Enable Edit.
Platform	Administration	User Permissions	Miscellaneous Permissions	QualtricsEmailSurveyData	Allows admins to access the Email Surveys tab in Manage Qualtrics Integrations . Enable Edit.
Platform	Administration	Administrator Permissions	Check Tool	Allow Check Tool Quick Fix	Allows users to fix configuration and data issues.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Administration	Administrator Permissions	Admin Alerts	Access Admin Alerts	Allows users to access the Admin Alerts page, using a tile on the Admin Center homepage.
Platform	Administration	Administrator Permissions	Admin Alerts	Configure Alert Types	Allows users to configure the alert types.
Platform	Administration	Administrator Permissions	Admin Alerts	Trigger Rerun	Allows users to trigger the rerun after alerts have been processed.
Platform	Common Permissions Administration	Administrator Permissions	Admin Center Permissions	Manage Upgrade Center	Allows users to access the Upgrade Center where they can enable various features. It's only visible if Upgrade Center Permission is enabled in Provisioning. Otherwise, Upgrade Center is accessible to all admin users.
Platform	Variance Report	Administrator Permissions	Manage System Properties	Variance Report	Allows users to use Variance Reporting.
Platform	API	Administrator Permissions	Manage Integration Tools	Allow Admin to Access OData API through Basic Authentication	Allows users to access OData APIs through basic authentication using credentials.

Caution

This permission is intended for OData API access only. It shouldn't be a prerequisite for anything other than authenticating OData API users.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	API	Administrator Permissions	Manage Integration Tools	Manage OData API Basic Authentication	Allows users to access the Manage OData API Basic Authentication Configuration tool and maintain an IP allowlist for accessing OData API through Basic Authentication.
Platform	API	Administrator Permissions	Manage Integration Tools	Access to OData API Data Dictionary	Allows users to manage OData API data dictionary in Admin Center.
Platform	API	Administrator Permissions	Manage Integration Tools	OData API Todo Import	Allows users to edit to-do items of all users through OData APIs.
Platform	API	Administrator Permissions	Manage Integration Tools	OData API Attachment Import	Allows users to import attachments through OData APIs.
Platform	API	Administrator Permissions	Manage Integration Tools	OData API Attachment Export	Allows users to export attachments through OData APIs.
Platform	Instance Management	Administrator Permissions	Configuration Center	Access to view and download configurations	Allows users to download the configurations onto their machine so that the configurations can be shared with Implementation Partners or Technical Support to troubleshoot the issues.
Platform	Instance Management	Administrator Permissions	Configuration Center	Access to compare and transport configurations	Allows users to transport the configurations from one tenant to another. For example, from preview tenant to production tenant.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Rewards and Recognition	Spot Awards Milestone Awards	Administrator Permissions	Manage Spot Awards	Manage Spot Awards Program	Allows users to set up Spot Award Programs. Note This permission is also needed to allow users to set up Milestone Award Programs.
Rewards and Recognition	Spot Awards	Administrator Permissions	Manage Spot Awards	Manage Spot Awards Reports	Allows users to view Spot Awards history or budget information reports.
Rewards and Recognition	Spot Awards	Administrator Permissions	Manage Spot Awards	Mass Upload for Spot Awards	Allows users to create a file to upload a list of recipients to award at one time.
Rewards and Recognition Compensation	Spot Awards Compensation Forms	Administrator Permissions	Manage Compensation and Varpay	Manage Currency Conversion Rate Tables	Allows users to create and manage the currency exchange rates you need. Note Import Permission on Metadata Framework is also required.
Rewards and Recognition	Foundation Objects	Administrator Permissions	Manage Foundation Objects Types	Pay component	Allows users to enable integration with Employee Central.
Rewards and Recognition	Spot Awards	User Permissions	Miscellaneous Permissions	Spot Award	Allows users to view, edit, import, or export Spot Awards for all target population for reporting purpose.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Rewards and Recognition	Spot Awards	User Permissions	Miscellaneous Permissions	Spot Award Program	Allows users to view, edit, import, or export Spot Awards Program, and all its related field.
	Milestone Awards				
<div>  Note Milestone Award users also need this permission with Visibility: View and the target group as Self. </div>					
Rewards and Recognition	Spot Awards	User Permissions	Miscellaneous Permissions	Spot Award Redemption	Allows users to redeem awarded points.
Rewards and Recognition	Spot Awards	User Permissions	Miscellaneous Permissions	Spot Award User Balance	Allows users to view their balance of awarded points.
Rewards and Recognition	Spot Awards	Administrator Permissions User Permissions	Miscellaneous Permissions	Refund Balance	Allows users to view and edit refunds by redemption partners.
Rewards and Recognition	Spot Awards	User Permissions	Miscellaneous Permissions	Spot Award Budget	Allows user to create, insert, update, delete, import, or export Spot Awards Budget for all target populations.
Rewards and Recognition	Milestone Awards	User Permissions	Miscellaneous Permissions	MilestoneAward	Allows users to view, edit, import, or export Milestone Awards, and all its related field.
Rewards and Recognition	Spot Awards Milestone Awards	User Permissions	Miscellaneous Permissions	Point Type	Allows users to view, edit, or create the points used for points-based award programs.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Rewards and Recognition	Spot Awards Milestone Awards	User Permissions	<i>Miscellaneous Permissions</i>	<i>Wallet</i>	Allows users to view, edit, or create the wallet accounts used for points-based award programs.
Rewards and Recognition	Spot Awards Milestone Awards	User Permissions	<i>Miscellaneous Permissions</i>	<i>OffCycleReporting</i>	Allows users to view, edit, or create reports for award programs.
Rewards and Recognition	Spot Awards Milestone Awards	User Permissions	<i>Miscellaneous Permissions</i>	<i>Redemption Option</i>	Allows users to view, edit, or create the redemption options used with points-based award programs.
Rewards and Recognition	Milestone Awards	User Permissions	<i>Miscellaneous Permissions</i>	<i>Milestone Program</i>	Allows users to view, edit, or create Milestone Awards programs.
Rewards and Recognition	Spot Awards	User Permissions	<i>Miscellaneous Permissions</i>	<i>Spot Award to EC Integration Status</i>	Allows user to view, edit, import, or export integration status with EC.
Platform Rewards and Recognition Employee Central	Workflows MDF	Administrator Permissions	<i>Manage Foundation Objects Types</i>	<i>Workflow</i>	Allows users to create a standard and a dynamic workflow, for example, for Spot Awards.
Platform Rewards and Recognition	Intelligent Services Integration Center	Administrator Permissions	<i>Intelligent Service Tools</i>	<i>Intelligent Services Center (ISC)</i>	Allows users to enable Intelligent Services.
Calibration	Calibration Sessions	User Permissions	<i>Calibration</i>	<i>Detailed Calibration Permissions</i>	Allows users to access the calibration sessions involving employees within their target population.
Calibration	Calibration	User Permissions	<i>Calibration</i>	<i>View Calibration Tab</i>	Allows users to access the Calibration tab.
Calibration	Calibration Sessions	User Permissions	<i>Calibration</i>	<i>Manager Template Permission for Creating Sessions</i>	Allow users to specify which Calibration templates managers can access when they create calibration sessions.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Calibration	Calibration Sessions	Administrator Permissions	Manage Calibration	Manage Calibration Sessions	Allows users to create and manage calibration sessions.
Calibration	Calibration Settings	Administrator Permissions	Manage Calibration	Manage Calibration Settings	Allows users to configure Calibration.
Calibration	Calibration Templates	Administrator Permissions	Manage Calibration	Manage Calibration Templates	Allows users to create and manage Calibration templates.
Calibration	Calibration Sessions	Administrator Permissions	Manage Calibration	Mass Create Calibration Sessions	Allows users to mass create calibration sessions.
Calibration	Executive Review	Administrator Permissions	Manage Calibration	Manage Permission for Executive Review	Allows users to access and manage the Executive Review tab in Calibration.
Calibration	API Data Protection and Privacy (Information Reporting)	Administrator Permissions	Manage Calibration	OData API Calibration Export	Allows users to export Calibration data using OData APIs, for the purpose of Information Reporting for Data Protection and Privacy.
Calibration	Calibration Sessions	Administrator Permissions	Manage Calibration	Remove Subjects from Calibration Sessions	Allows users to access the Remove Subjects from Calibration Sessions admin tool.
Goals	Goal Management	User Permissions	Goals	Goal Management Access	Allows users or groups the ability to access the Goals module.
Goals	Group Goals	User Permissions	Goals	New Group Goal Creation	Allows users or groups the ability to create group goals.
Goals	Goal Management	User Permissions	Goals	Target Population	Select this permission to assign goal permissions to the user or the group defined as the target population.
Goals	Goal Alignment Chart	User Permissions	Goals	Access Goal Alignment Chart	Allows users to access the Goal Alignment Chart .

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Goals	Team Goals	User Permissions	Goals	Manage Team Goal	Allows users to create, edit, and delete Team Goals.
Goals	Goal Plans	User Permissions	Goals	Access to Continuous Performance Management Data	Allows users to access to CPM Achievements and feedback received on the Achievements linked to the performance goals, directly on the Goal Plan
Goals Career Development Onboarding	Goal Plans Development Goals	User Permissions	Goals	Goal Plan Permissions	Choose which goal plans users can access. Granting permissions through roles controls which templates users can view, while template-level permissions control what changes users can make to a specific template.
Goals	Team Goals	User Permissions	Goals	Assign Team Goals	Allows users to assign Team Goals to other users.
Goals	Team Goals	User Permissions	Goals	Share Team Goals	Allows users to share Team Goals with other users, making those users the coowners of the Team Goals.
Goals	Initiatives	User Permissions	Goals	Manage Initiatives	Allows users to create, edit, and delete Initiatives.
Goals	Initiatives	User Permissions	Goals	Share Initiatives	Allows users to share Initiatives with other users, making those users the co-owners of the Initiatives.


Solution	Component	Permission Section	Permission Category	Permission Name	Result
Goals	Data Protection and Privacy (Information Reporting)	User Permissions	Goals	Admin Access for Goal ODATA API Export	<div> <div>⚠ Caution</div> <p>This permission has been developed exclusively for the Data Protection Officer role. The "Admin Access for Goal ODATA API Export" permission must not be enabled for anyone other than the Data Protection Officer. This permission must not be used in any other capacity except to ensure the Data Protection Officer has the ability to carry out the duties prescribed under the regulation.</p> </div> <p>Allows users to retrieve all Goal details of other users using OData APIs, overriding the permissions defined in the XML template.</p>
Goals	Goal Import	Administrator Permissions	Goals	Import Goals	Allows users to create, edit, and delete goals, using an import file.
Goals	Goal Import	Administrator Permissions	Goals	Import/Export Goals library	Allows users to create and edit Goal Libraries, using an import file.
Goals	Goal Alignment Chart	Administrator Permissions	Goals	Manage Configuration of Goal Alignment Chart	Allows users to access the Goal Alignment Chart configurations page.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Goals	Goal Management	Administrator Permissions	Goals	Goal Management Feature Settings	Allows users to access the page that controls the feature settings in Goals Management.
360 Reviews Performance Management Recruiting Onboarding	Forms Employee Profile	User Permissions	General User Permission	Permission to Create Forms	Select the form templates along with this permission to allow users to create forms of the selected templates.
<div>→ Recommendation</div> <div>For administrators in Onboarding, select All.</div>					
360 Reviews	360 Reviews	Administrator Permissions	Manage Documents	Change 360 Process Owner	Allows users to change the process owner for a "Completed" or "In Progress" 360 review form. The 360 process owner is the one who manages the 360 evaluation process.
360 Reviews	360 Reviews	Administrator Permissions	Manage Documents	Change Participant Category	Allows users to change the category of a participant in a "Completed" or "In Progress" 360 review form.
360 Reviews	360 Reviews	Administrator Permissions	Manage Documents	Complete/Decline 360 document	Allows users to either push a 360 review form to completion or decline it on behalf of the process owner.
360 Reviews	360 Reviews	Administrator Permissions	Manage Documents	Restore Completed 360	Allows users to restore the "Completed" 360 review forms.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
360 Reviews	Executive Review	Administrator Permissions	Manage Documents	360 Executive Review	This permission and all the permissions under it, enable a user to manage 360 Executive Reviews.
Continuous Performance Management	Continuous Performance	User Permissions	Continuous Performance Management User Permission	Access Continuous Performance Data	Allows users to access Continuous Performance data.
Continuous Performance Management	Continuous Performance	User Permissions	Continuous Performance Management User Permission	Access Continuous Performance Page	Allows users to access Continuous Performance page.
Continuous Performance Management	Continuous Feedback	User Permissions	Continuous Performance Management User Permission	Access Continuous Feedback Data	Allows users to access Continuous Feedback data.
Continuous Performance Management	Continuous Feedback	User Permissions	Continuous Performance Management User Permission	Access Continuous Feedback Page	Allows users to access Continuous Feedback page.
Continuous Performance Management	Continuous Feedback	User Permissions	Continuous Performance Management User Permission	Give Continuous Feedback	Allows users to give feedback to employees included in the target population.
Continuous Performance Management	Continuous Feedback	User Permissions	Continuous Performance Management User Permission	Request feedback from others	Allows users to send feedback requests to employees included in the target population. You also need to select the permission "Limit about whom feedback can be requested."
Continuous Performance Management	Continuous Feedback	User Permissions	Continuous Performance Management User Permission	Limit about whom feedback can be requested	Allows users to request feedback about employees included in the target population when "Request feedback from others" permission is enabled. For example, managers can only request feedback about members of their team.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Continuous Performance Management	Achievement	User Permissions	Continuous Performance Management	Achievement	Allows users to create, view, and edit Achievements.
Continuous Performance Management	Activity	User Permissions	Continuous Performance Management	Activity	Allows users to create, view, and edit Activity.
Continuous Performance Management	Continuous Performance Management	User Permissions	Continuous Performance Management	Discussion Topic	Allows users to create, view, and edit topics in Continuous Performance Management.
Continuous Performance Management	Continuous Performance Management	Administrator Permissions	Miscellaneous Permissions	MDFEventsConfig	Allows the administrator to enable sharing of activities, achievements, and feedback with the Growth Portfolio of the Talent Intelligence Hub.
Continuous Performance Management	Continuous Performance Management	Administrator Permissions	Manage Continuous Performance Management	Access to Administrative Configuration page	Allows users to access the Continuous Performance Management configuration page.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Continuous Performance Management	Continuous Performance Management Data Protection and Privacy	Administrator Permissions	Manage Continuous Performance Management	Admin Access Permission to all Continuous Performance Management Data	Allows users to access all Continuous Performance Management data in Story reports for the employees that are included in their target population. This permission is also required for Data Protection Officers (DPO) for creating and running a Data Subject Information report for given subject users.

 **Note**
This is an Administrator permission, which is bound by target population.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Continuous Performance Management	Continuous Feedback	Administrator Permissions	Manage Continuous Performance Management	Admin Access to Delete Continuous Feedback Page	Allows administrators to search for any user feedback, even feedback to inactive users. The administrator is shown the feedback date, giver name, receiver name, feedback topic, but not the content of the feedback. The administrator can delete selected feedback from the employee's view.
	Data Protection and Privacy				
<div><div><div><div><div></div><div>⚠ Caution</div></div><div>Because deletion of feedback data is permanent, this permission has been developed for a role like the Data Protection Officer. This permission must be limited to ensure the role has the ability to carry out feedback deletion, since deletion of feedback is permanent.</div></div></div></div>					
Continuous Performance Management	Continuous Performance Management	Administrator Permissions	Manage Continuous Performance Management	Delete Channels	Allows admins to access the Delete Channels admin page and delete certain channels on behalf of the channel owners.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Admin Center	Administrator Permissions	Manage Integration Tools	Admin Access to Data Replication Monitor 2.0	Allows admins to use the 2.0 version of the Data Replication Monitor.
Employee Central	Employee Central Service Center	Administrator Permissions	Service Center	Access Service Center	Required for all users. Enables Employee Central Service Center (Ask HR) application for everyone.
Employee Central	Employee Central Service Center	Administrator Permissions	Employee Central API	Select All	Allows Ask HR administrators to access Employee Central entities.
Employee Central	Employee Central	Administrator Permissions	Manage Integration Tools	Access to Business Scenarios	Allows administrators to replicate employee data from Employee Central to SAP Cloud for Customer.
Employee Central	Employee Central	User Permissions	General User Permission	User Login	Allows users to log on to SAP SuccessFactors.
Employee Central	Employee Central Service Center	User Permissions	Employee Central Effective Dated Entities	<ul style="list-style-type: none"> Job Information Actions Company 	Only View Current level as this allows employees to view Ask HR tickets.
Employee Central	Employee Central Service Center	User Permissions	Employee Data	Employment Details MSS	Only View Current level as this allows employees to view Ask HR tickets.
Employee Central	Employee Central Service Center	User Permissions	Miscellaneous Permissions	Service Center Contact Information	<p>View: Only for employees</p> <p>Edit and Import/Export: Only for administrators</p> <p>Allows employees to access Contact HR information, in Ask HR.</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Employee Central Service Center	User Permissions	Miscellaneous Permissions	Service Center Configuration	<p>Required for all users.</p> <p>View: Only for employees</p> <p>Allows administrators to configure the Ask HR landing page and Create Ticket page using the Admin Center Manage Data Service Center Configuration Ask HR configuration object.</p>
Employee Central	Employee Central	Administrator Permissions	Admin Center Permissions	Export Succession Data Model	Allows users to export Succession Data Model .
Employee Central	Employee Central	Administrator Permissions	Admin Center Permissions	Export Country/Region-Specific Succession Data Model	Allows users to export Country/Region-Specific Succession Data Model .
Platform	API	Administrator Permissions	Manage Integration Tools	Access to OData API Audit Log	Allows users to monitor the API calls.
Platform	API	Administrator Permissions	Manage Integration Tools	Access to OData API Metadata Refresh and Export	Allows users to refresh the metadata of the OData APIs using the Admin Center tools.
Platform Continuous Performance Management Employee Central Succession Employee Central Payroll Onboarding 1.0 Onboarding	MDF Positions Talent Pools Business Configuration UI MDF Data Protection and Privacy Rules	Administrator Permissions	Metadata Framework	Manage Data	Allows users to manage MDF object instances.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	MDF	Administrator Permissions	Metadata Framework	Access to non-secured objects	Previously known as Read/Write Permission on Metadata Framework .
Continuous Performance Management	Alternative Cost Distribution				
	MDF Positions				
Employee Central	Talent Pools				
Succession	Spot Awards				
Career Development	Business Configuration UI				Allows users to create, read, edit, and delete data from the metadata framework.
Rewards and Recognition	Apprentice Management				
Onboarding 1.0	Data Replication				
Onboarding	Monitor				For Employee Central ERP Integration, this permission allows users to access information provided by MDF objects (such as the Target System) when viewing data replication records in the Employee Central Data Replication Monitor. The Data Replication Monitor is used in employee master data, organizational assignment, and time data replication from Employee Central.
	Mentoring				This permission is also required for users to be able to view the history page for Alternative Cost Distribution.
					For Career Development, to allow power users to view the entities of mentoring programs in Manage Data , even

Solution	Component	Permission Section	Permission Category	Permission Name	Result
					if they don't have permissions to the programs, you can grant them with this permission.
Succession	Succession Succession Org Chart Matrix Grid Reports Talent Search	User Permissions	Succession Planners	Succession Management and Matrix Report Permissions	<p>This permission defines the incumbents that users can view in the Succession Org Chart, Position Tile view, and Lineage Chart. It also defines whose ratings they can view on Matrix Grid reports.</p> <p>If Allow succession planners to view successors on org chart nodes/ position tile view is not selected in  Org Chart Configuration  Succession org chart , only users with this permission can view information in the Succession Org Chart and Position Tile view.</p>
Succession	Succession Planning	User Permissions	Succession Planners	Succession Planning Permission	Allows users to nominate successors for the target population, edit the nominations for them, and view pending nominations.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Succession	Approvals	User Permissions	Succession Planners	Succession Approval Permission	Allows users to approve successor nominations for the target population, if successor nomination approvals are enabled.
Succession	Succession Org Chart	User Permissions	Succession Planners	Succession Org Chart Permission	Allows users to access the Succession Org Chart and the Lineage Chart if it's enabled in your system. The target population of employees a user is able to view in the organization chart is determined by Succession Management and Matrix Report Permissions .

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Succession	Talent Search	User Permissions	Succession Planners	Talent Search Access	<p>Allows users to perform a talent search after search fields are configured, and each role has been configured with active search fields, then they can choose between roles on the Talent Search page.</p> <p>The target population associated with Succession Management and Matrix Report Permissions controls the results a user sees in Talent Search. Only those users who match the search criteria and who are part of the assigned target population of the user performing the search are displayed in the search results.</p>
Succession	Talent Search	User Permissions	Succession Planners	Talent Search Export Permission	Allows users to export Talent Search results. The fields in the results are controlled by the Talent Search Field permission.
Succession	Matrix Grid Reports	User Permissions	Succession Planners	Matrix Report Permission	Allow users to view the Performance-Potential and How vs What tabs.
Succession	Position Tile View	User Permissions	Succession Planners	Position Tile Access	Only available with the MDF Position-based nomination method, this permission allows users to access the Position Tile view.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Succession Employee Central	Position Tile View	User Permissions	Miscellaneous Permissions	Position	Allows users to view the current state of the position and/or to view its history.
	MDF Positions Position Management				Allows users to create, insert, correct, view, delete, and/or import/export positions. There's also a Field-Level Overrides option, which enables you to vary these permissions for each individual field in the Position object.
Succession	Talent Pools	User Permissions	Succession Planners	Hide Talent Pool Page	Prohibits roles from accessing the Talent Pool tab from other Succession features and People Profile.
Succession	Talent Pools	Administrator Permissions	Manage Succession	Talent Pool Field Configuration	Allows roles to access the Manage Talent Pool Field Settings admin tool.
Succession	Matrix Grid Reports	Administrator Permissions	Manage Succession	How vs. What Configuration	Allows roles to configure the rating sources, labels, and colors of How vs. What matrix grid reports.
Succession	Matrix Grid Reports	Administrator Permissions	Manage Succession	Matrix Grid Rating Scales	Allows roles to modify the rating scales used for matrix grid reports and overall ratings in the Employee Profile.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Succession	Matrix Grid Reports	Administrator Permissions	Manage Succession	Performance-Potential Configuration	Allows roles to configure the rating sources, labels, and colors of Performance-Potential matrix grid reports.
Succession	MDF Positions Position Tile View	Administrator Permissions	Manage Succession	Succession Management	Allows roles to access the Succession Settings admin tool.
Succession	MDF Positions	Administrator Permissions	Manage Succession	Sync Position Model	Allows roles to synchronize the position model with Employee data.
Succession	Position Model	Administrator Permissions	Manage Succession	Position import & export	Allows roles to import and export position model data if they use the legacy position-based nomination method for succession planning.
Succession	Position Model	Administrator Permissions	Manage Succession	Position Set up	Allows roles to set position model options if they use the legacy position-based nomination method for succession planning.
Platform Succession Career Development Rewards and Recognition	Talent Card Spot Awards Mentoring Succession Employee Profile	User Permissions	Employee Data	Employee Profile	<p>Allow users to view or edit employee data in People Profile.</p> <p>Items under the Employee Profile permission correspond to the fields defined by Standard Elements in the Succession Data Model.</p>
Platform Succession Career Development Rewards and Recognition	Talent Card Spot Awards Mentoring Succession Employee Profile	User Permissions	Employee Data	Background	Allows users to view or edit background and trend information blocks in People Profile.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform Succession Career Development Rewards and Recognition	Talent Card Spot Awards Mentoring Succession Employee Profile	User Permissions	Employee Data	User Information	<p>Allow users to view or edit employee data in People Profile.</p> <p>Items under the User Information permission correspond to the fields defined by User Info Elements in the Succession Data Model.</p>
Succession	Succession	User Permissions	Miscellaneous Permissions	Talent Pool	<p>These object-level permissions only control a user's ability to add, edit, and delete talent pools and their properties. These settings have no direct impact on a user's ability to manage talent pool nominations.</p> <p>To enable users to add, edit, or delete talent pool nominations, assign at least the object-level permission to View Current talent pools.</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Succession	Talent Pools	User Permissions	Succession Planners	View Talent Pool Nominations	<p>This permission requires that users also have the object-level permission to view talent pools under</p> <ul style="list-style-type: none"> ► Miscellaneous Permissions ► Talent Pool ► Visibility: View Current ►. <p>This permission allows users to see nominations within talent pools. If you don't select this option, users can still see the pool itself but not the nominations within the pool.</p> <p>Using a setting on the Nominations Set Up admin page, you can apply target population to the talent pool nominations permissions to further control access.</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Succession	Talent Pools	User Permissions	Succession Planners	Add/Edit/Delete Talent Pool Nominations	<p>Allows users to add, edit, and delete nominations to talent pools.</p> <p>This option only works if the View Talent Pool Nominations permission is also active.</p> <p>Using a setting on the Nominations Set Up admin page, you can apply target population to the talent pool nominations permissions to further control access.</p>
Succession	Talent Pools	User Permissions	Succession Planners	Approve/Reject Talent Pool Nominations	<p>Allows users to approve and reject nominees in talent pools.</p> <p>This option only works if the View Talent Pool Nominations permission is also active.</p> <p>Using a setting on the Nominations Set Up admin page, you can apply target population to the talent pool nominations permissions to further control access.</p>
Platform Succession Employee Central Onboarding	Absence Management MDF Positions Talent Pools MDF Rules	Administrator Permissions	Metadata Framework	Configure Object Definitions	Allows users to manage MDF object definitions.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform Succession Rewards and Recognition Employee Central Onboarding 1.0 Onboarding	MDF Positions Talent Pools Spot Awards MDF Rules	Administrator Permissions	Metadata Framework	Configure Business Rules	Allows users to create, edit, and execute business rules in their SAP SuccessFactors system.
Platform Succession Employee Central Onboarding	MDF Positions Talent Pools Business Configuration UI MDF Rules	Administrator Permissions	Metadata Framework	Import Permission on Metadata Framework	Allows users to import data related to the Metadata Framework.
Platform Succession Career Development Compensation Employee Central Onboarding 1.0 Onboarding	MDF Positions Talent Pools Business Configuration UI MDF Data Protection and Privacy Integration Center Instance Management Employee Delta Export Add-In for Microsoft Excel	Administrator Permissions	Metadata Framework	Admin access to MDF OData API	This permission is required to set up the Information Report for Data Protection and Privacy.
Platform Succession Employee Central Onboarding	MDF Positions Talent Pools Business Configuration UI MDF	Administrator Permissions	Metadata Framework	Manage Configuration UI	Allows users to access the Manage Configuration admin tool.
Platform Succession Employee Central Onboarding	MDF Positions Talent Pools MDF	Administrator Permissions	Metadata Framework	Manage Positions	Allows users to manage the MDF Position object.
Platform Succession Employee Central Onboarding	MDF Positions Talent Pools MDF Rules	Administrator Permissions	Metadata Framework	Manage Sequence	Allows users to access required processes related to MDF objects.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Succession Calibration Platform	Talent Card Presentations	Administrator Permissions	Manage Talent Card	Manage Talent Card Configuration	Allows users to access the Manage Talent Card admin tool where they can configure the layout and content of the talent cards used in the system.
Succession	Talent Search	Administrator Permissions	Manage System Properties	Talent Search Management	Allows users to access the Talent Search Settings admin tool.
Platform Compensation	Email and Notifications	Administrator Permissions	Manage System Properties	Email Notification Templates Settings	Allows users to configure email notifications for certain workflow events.
Platform	User Management	Administrator Permissions	Manage User	Change Assignment ID	Allows the Admin to change assignment ID using the convertAssignmentIdExternal function import.
Platform	User Management	Administrator Permissions	Manage User	Manage Login Accounts	Allows the Admin to access the Manage Login Accounts tool.
Platform	User Management	Administrator Permissions	Manage User	Basic User Import	When the "Enable Control on Basic User Import in Role-Based Permissions" option has been enabled, this permission allows the Admin to perform basic user import in the Employee Central-enabled instances.
Succession	Talent Search	User Permissions	Talent Search Field	Talent Search Field	Decides which search fields are available to the role when they use Talent Search.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Succession	Succession Org Chart Position Tile View	User Permissions	Learning	Learning Access Permission	Allows users to assign learning activities to successors from the Succession Org Chart or the Position Tile view.
Succession Employee Central	MDF Positions Employee Central	Administrator Permissions	Manage Foundation Objects	Import Foundation Data	Allows users to import foundation objects. For example, job classifications if you're not using Employee Central or haven't configured Job Profile Builder to use job classifications already.
Platform Succession Employee Central	MDF Positions Employee Data Import Employee Central	Administrator Permissions	Manage Foundation Objects	Import Translations	Allows users to manage translations for foundation objects.
Succession	Succession Planning MDF Positions	User Permissions	Career Development Planning	Recommended Successors	Enables the suggested successors feature for the role. When adding successors to positions, the user is presented with a list of the top 10 suggested successors based on competency matching.
Platform Career Development	Menring	Administrator Permissions	Manage User	Manage Employee Dynamic Groups	Allows users create employee dynamic groups.
Platform Employee Central Employee Central Payroll	Search Absence Management	User Permissions	General User Permission	Company Info Access	Allows users access to the Company Info page, where they can access the organization chart and employee directory.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform Career Development Employee Central Employee Central Payroll Onboarding	Search Mentoring Absence Management Employee Profile	User Permissions	General User Permission	User Search	<p>Allows users to find other users with People Search. You can restrict user searches to a target population. It also gives users access to Action Search.</p> <p>This permission does not apply to some search functions necessary to perform specific actions, such as system administration tasks.</p> <p>You can use this permission to set target population for ExternalUser and ExternalLearner APIs.</p> <div> <p>Note</p> <p>Grant this permission to a target population of Everyone to enable use of the feedback features.</p> </div>
Platform	Search	User Permissions	General User Permission	Perform Batch Operations on the Results of Directory Search: Export, Print, and Send Email	<p>Allows users to perform batch operations: sending email to, exporting, or printing the selected results.</p> <p>You can't define a target population for this permission.</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Search	User Permissions	<i>General User Permission</i>	<i>Organization Chart Navigation Permission</i>	<p>Allows users to access and navigate the basic organization chart.</p> <p>You can restrict organization chart navigation by setting a target population. Users can only see the organization chart for people who are in their target population.</p>

Platform Onboarding	Employee Profile Search	Administrator Permissions	<i>Manage Hires</i>	<i>Include Inactive Employees in the search</i>	<p>Allows users to access the date of new hires and search for inactive users on the People Profile and Directory Search.</p>
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Note



This permission can't be restricted to a target population and is granted to everyone in the permission role.

This permission does **not** impact behavior of the People Search in the global page header, which is controlled by a company-level configuration setting and not by role-based permissions.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Career Development	Career Development	Administrator Permissions	Manage Career Development	Development Admin	Allows users to manage all features in Career Development.
Career Development	Development Goals Career Worksheet Learning Activity	User Permissions	Career Development Planning	Career Development Plan (CDP) Access Permission	Allows users to access Development . <div> <div>Note</div> <div> <p>This permission is a prerequisite for Career Worksheet and Suggested Roles permissions.</p> <p>This permission is required for adding, updating, and deleting learning activities.</p> </div> </div>
Career Development	Development Goals	Administrator Permissions	Manage Career Development	Manage User's Development Goals	Allows users to view and edit the development goals of a selected user in their target population.
Career Development	Career Worksheet	User Permissions	Career Development Planning	Career Worksheet Access Permission	Allows users to access the Career Worksheet tab under Development .
Career Development	Career Worksheet	Administrator Permissions	Manage Career Development	Manage Suggested Roles	Allows users to define the criteria and corresponding weight that the system uses to generate a list of suggested roles for employees.
Career Development	Career Worksheet	User Permissions	Career Development Planning	Career Worksheet Suggested Roles Access Permission	Allows users to access the Suggested Roles tab in Career Worksheet .

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Career Development	Latest Career Worksheet	User Permissions	Career Development Planning	Team View: Summary	Allows roles to access the Summary tab on the Team View page in Growth Portfolio and view target population's data.
Career Development	Career Path	Administrator Permissions	Manage Career Development	Manage Career Path	(For Career Path V1) Allows users to create a career path for each job family, either manually by adding lead-from and lead-to roles or by importing a csv file, in Manage Career Path . (For Career Path V2) Allows users to create and maintain career paths in Career Path under Development .
Career Development	Career Path	Administrator Permissions	Manage Career Development	Configure Career Path Node	(For Career Path V2 only) Allows users to specify the information to be displayed on a career path node, for example, the number of competencies, skills, and talent pools for that role.
Career Development	Career Path	User Permissions	Miscellaneous Permissions	Career Path	Select the View and Edit options you want to assign to the role.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Career Development	Learning Activity	Administrator Permissions	Manage Career Development	Manage Learning Activity Catalogs	(For legacy learning activities only) Allows users to create multiple learning activities by importing learning activity catalogs in csv files through Manage Learning Activity Catalogs .
Career Development	Learning Activity	Administrator Permissions	Manage Career Development	Manage Learning Activity to Competency Mappings	(For legacy learning activities only) Allows users to define the mappings between competencies and learning activities by importing csv files through Manage Learning Activity to Competency mappings .
Career Development	Learning Activity	Administrator Permissions	Manage Career Development	Mapping Learning Activities to Competencies	(For legacy learning activities only) Allows users to manually map the learning activities to the available competencies through Mapping Learning Activities to Competencies .
Career Development	Learning Activity	Administrator Permissions	Manage Career Development	Import Learning Activity by Web service	(For Transcript without SAP SuccessFactors Learning only) Allows users to import learning activities.
Career Development	Learning Activity	Administrator Permissions	Manage Career Development	Import User Relationship for Learning Administrator and Educational Representative	(For Transcript without SAP SuccessFactors Learning only) Allows users to access the import page for assigning learning administrators and educational representatives to employees.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Career Development	Learning Activity	User Permissions	Career Development Planning	Career Development Plan (CDP) Learning Activity Mass Add	(For Transcript without SAP SuccessFactors Learning only) Allows users to assign learning activities to employees.
Career Development	Mentoring	Administrator Permissions	Manage Career Development	Manage Mentoring Programs	Allows users to create and manage mentoring programs.
<div>  Note If users without this permission are assigned as the owner of a mentoring program, they can view and manage this program only. </div>					
Career Development	Mentoring	Administrator Permissions	Manage Career Development	Manage Administrator Permissions for Programs	Allows roles to specify which administrators are authorized to manage specific mentoring programs.
Career Development	Mentoring	User Permissions	Career Development Planning	Mentoring Programs Access Permission	Allows users to access the Mentoring tab under Development .
<div>  Note To be able to access Mentoring, users must have been invited to a mentoring program. Otherwise, the tab isn't available still. </div>					

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Career Development	Mentoring	User Permissions	General User Permission	Community Access	If you plan to integrate mentoring programs with SAP Jam, this permission allows users to access SAP Jam.
Analytics Career Development	Story Reports Mentoring	Administrator Permissions	Manage Career Development	View Mentoring Data in Story Reports	Allows users to view mentoring data in Story reports.
Career Development	Career Explorer	Administrator Permissions	People Connection	Manage People Connection Integration	Allows users to access Manage People Connection Integration to configure settings for using Career Explorer.
Career Development	Career Explorer	User Permissions	Career Development Planning	Career Explorer	Allows users to access the Career Explorer tab under Development and use the feature for their own career opportunities.
Career Development	Career Explorer	User Permissions	Career Development Planning	View User's Career Opportunities in Career Explorer	Allows users to view the recommended job roles and career paths of a selected user in their target population in Career Explorer.
Career Development	Career Development	Administrator Permissions	Manage Career Development	Admin Career Development Plan Export Data	Allows users to run the Data Privacy and Protection Information Report on the data of Career Development.
Performance Management	Forms	Administrator Permissions	Manage Documents	Approve Document	Allows users to access the admin tools to complete the current step of a form in the Modify stage and move the form to the next step.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Performance Management	Forms	Administrator Permissions	Manage Documents	Change Document Date	Allows users to access the admin tools to change the form start date, end date, and due date on an in progress form.
Performance Management	Forms	Administrator Permissions	Manage Documents	Admin Access to Forms OData API	Allows users to access Performance Management using the web client. This permission must be enabled for both employee and manager roles.
Performance Management	Forms	Administrator Permissions	Manage Documents	Include Deleted forms in Forms ODATA API	Allows users to query deleted forms as well as active forms when using the FormHeader API.
Performance Management	Forms	Administrator Permissions	Manage Documents	Delete Documents	Allows users to access the admin tools to delete forms from the system.
Performance Management	Forms	Administrator Permissions	Manage Documents	Import Overall Scores Only for Target Population	Allows users to access admin tools to update manual overall scores on the forms through an import for target population.
Performance Management	Forms	Administrator Permissions	Manage Documents	Include All Employees	Allows users to access admin tools to update manual overall scores on the forms through an import for all employees.
Performance Management	Forms	Administrator Permissions	Manage Documents	Manage Document Visibility	Allows users to remove or restore document visibility.
Performance Management	Forms	Administrator Permissions	Manage Documents	Restore Deleted Documents	Allows users to restore the documents that were previously deleted.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Performance Management	Forms	Administrator Permissions	Manage Documents	Mass Route Document Forward	Allows users to create and distribute multiple instances of the same form at once, and to route the form forward in the workflow.
Performance Management Compensation	Forms	Administrator Permissions	Manage Documents	Mass Route Document Backward	Allows users to create and distribute multiple instances of the same form at once and to route the form backward in the workflow.
Performance Management	Forms	Administrator Permissions	Manage Documents	Modify Form Route Map	Allows users to add, reorder, or remove routing steps of the workflow of a form.
Performance Management	Forms	Administrator Permissions	Manage Documents	Route Completed Documents	Allows users to route a completed form back to another stage.
Performance Management	Forms	Administrator Permissions	Manage Documents	Route Document	Allows users to move a form from the Modify stage to any other stage of the route map . Allow Adding of a Step allows users to access the admin tools to add a step in the route map.
Performance Management	Forms	Administrator Permissions	Manage Documents	Include Completed Documents	Allows users to access the admin tools to route completed forms.
Performance Management	Forms	Administrator Permissions	Manage Documents	Route Signature Stage Document	Allows users to route a form from the signature stage back to the Modify stage.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Performance Management	Forms	Administrator Permissions	Manage Documents	Sign Document	Allows users to sign a form in the signature stage and move the form to the next person who will sign the form.
Performance Management	Forms	Administrator Permissions	Manage Documents	Admin Access to Talent Rating OData API	Allows users to use the TalentRatings API.
Performance Management 360 Reviews Compensation	Route Maps	Administrator Permissions	Manage Form Templates	Routing Maps	Allows users to create route maps and modify existing route maps.
Performance Management 360 Reviews Compensation	Rating Scales	Administrator Permissions	Manage Form Templates	Rating Scales	Allows users to create rating scales and modify existing rating scales.
Performance Management	Forms	Administrator Permissions	Manage Form Templates	Export Performance Management Form Data	Allows users to export Performance Management form data through API.
Performance Management 360 Reviews	Forms	Administrator Permissions	Manage Form Templates	Schedule Mass Form Creation (Launch forms later)	Allows users to schedule mass creation of forms at a later time and date.
Performance Management 360 Reviews	Forms	Administrator Permissions	Manage Form Templates	Mass Create Form Instances (Launch forms now)	Allows users to launch forms in bulk immediately.
Performance Management	Forms	Administrator Permissions	Manage Form Templates	Comprehensive template configuration for PMv12	Allows users to configure the options and fields in the advanced options for a form template in the Manage Templates tool.
Performance Management 360 Reviews Compensation	Forms	Administrator Permissions	Manage Form Templates	Form Templates	Allows users to access the Form Template Settings and Manage Templates tools.
Performance Management Platform	Notes Employee Profile	User Permissions	General User Permission	Permission to Create Notes	Allows users to create notes in People Profile.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Performance Management	Forms	User Permissions	Performance	Performance Management Access	Allows users to access Performance Management under the conditions of Enable Performance Management Access Permission selected.
Performance Management	Forms	User Permissions	Performance	Restrict Data Access of Inactive Users' Forms	Restricts users from accessing data of inactive users' Performance Management forms.
Performance Management	Team Overview	User Permissions	Performance	Team Overview Access	Allows users to access Team Overview.
Performance Management Reporting	Story Report	User Permissions	Performance	Data Access: Story	Controls what data users can see when they run a report built using the Performance schema. Allows users to view the Performance-related data only for the employees included in their target population.

Note

The [Data Access: Story](#) permission becomes available after you've enabled the [Admin Center > Performance Management Settings > Enable Performance Management Access Permission](#) setting.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Performance Management 360 Reviews Platform	Forms Employee Profile	User Permissions	Performance	View Overall Ratings from Forms	On the latest People Profile, allow users to view the target population's overall performance, potential, competency, and goal ratings, based on Performance Management and 360 Reviews forms.
Performance Management 360 Reviews Platform	Forms Employee Profile	User Permissions	Performance	View Goal Ratings from Forms	On the latest People Profile, allow users to view the target population's average ratings on individual goals and the rating sources of each average rating, based on Performance Management and 360 Reviews forms.
Performance Management 360 Reviews	Forms	User Permissions	Performance	Form Filters	Allow users to view and use all or some filters on the latest My Forms page for Performance Management and 360 Reviews. Note that this permission is available when Use RBP to control visibility of filters on the latest My Forms page is selected in Performance Management Feature Settings .
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Field Permission Groups	Allows users to configure field-based permission groups.
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Merit Matrices	Allows users to view and manage guidelines.
Compensation	Hierarchy-Based Approval	Administrator Permissions	Manage Compensation	Generate Compensation Hierarchy for Rollup Report	Allows users to access rollup hierarchy report.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Compensation Forms	Allows users to access and manage Compensation forms.
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Compensation Planner Permission	Allows access to manage planners in templates.
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Job Code and Pay Grade Map	Allows users to manage currency conversion tables.
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Compensation Number Format Rules	Allows users to configure number format rules.
Compensation Variable Pay	Forms Statements	Administrator Permissions	Manage Compensation and Varpay	View User Personal Statements	Allows users to view User Personal Statements tab on the Import/Export Data page
Platform Compensation	Worksheets	Administrator Permissions	Manage Dashboards / Reports	YouCalc Dashboards	Allows users to enable YouCalc widgets in the compensation worksheets.
Compensation Variable Pay Performance Management 360 Reviews	Worksheets Forms 360 Reviews	Administrator Permissions	Manage System Properties	Performance Management Feature Settings	Allows users to access the Performance Management Feature Settings admin tool to integrate 'CPM Achievements' to Compensation worksheet, or enable Performance Management or 360 Reviews features.
Compensation	Forms	Administrator Permissions	Manage Compensation	Budget Assignment	Allows users to access Budget Assignment settings under Manage Worksheets .
Compensation	Compensation Modeling	Administrator Permissions	Manage Compensation	Manage Compensation Modeling	Allows users to enable Compensation Modeling in the system.
Compensation	Forms	Administrator Permissions	Manage Compensation	Budget Override	Allows users to access Budget Override settings under Manage Worksheets .

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Compensation	Compensation	Administrator Permissions	Manage Compensation	Enable Feature Upgrades	Allows users to access feature upgrades for SAP SuccessFactors Compensation.
Compensation	Aggregate Export	Administrator Permissions	Manage Compensation	Compensation Aggregate Export	Allows users to export Compensation data for a template.
Compensation	Forms	Administrator Permissions	Manage Compensation	Compensation Form Membership	
Compensation	Forms	Administrator Permissions	Manage Compensation	Compensation Rollup	
Compensation	Forms	Administrator Permissions	Manage Compensation	Export Employee Compensation Data	Allows users to export compensation data of an employee.
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Salary Pay Matrices	Allows users to add and edit salary pay matrix associated with the plan templates.
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Stock Value Tables	Allows users to add and edit stock tables associated with the plan templates.
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Stock Factor Tables	Allows users to manage stock tables through Action for all plans.
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Stock Participation Guideline Tables	Allows users to add and edit stock guideline tables associated with the plan templates.
Compensation	Compensation Profile	Administrator Permissions	Manage Compensation	Store Compensation Data in Live Profile	Allows users to publish employees' compensation data in Live Profile.
Compensation	Compensation Profile	Administrator Permissions	Manage Compensation	Store Compensation Data in Employee Central	Allows users to publish employees' compensation data in Employee Central.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Compensation	Forms	Administrator Permissions	Manage Compensation	Compensation Plan Activity Audit	Allows users to access the Compensation Plan Activity Audit page from Manage Worksheets
Compensation	Forms	Administrator Permissions	Manage Compensation	Enable Promotion Data Report	Allows users to manage promotion data report of employees.
Compensation	Forms	Administrator Permissions	Manage Compensation	Update Compensation Worksheets	Allows users to edit compensation worksheets.
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Standard Validation Rules	Allows users to create and edit standard validation rules in plan templates.
Compensation	Forms	Administrator Permissions	Manage Compensation	Compensation Management Permission	Allows users to edit Compensation Worksheets.
Compensation	Forms	Administrator Permissions	Manage Compensation	Roll up Report	Allows users to enable roll up reports.
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Compensation Summary	Allows users to access the read-only summary of the Compensation plan.
Compensation	Statements	Administrator Permissions	Manage Compensation and Varpay	Send Personal Statement and Bonus Plan Notifications	Allows users to generate notifications about reward statements and bonus plans to employees.
Compensation	Statements	Administrator Permissions	Manage Compensation and Varpay	Manage Statement Template Assignments	Allows users to add or edit assignments associated with compensation statement templates.
Compensation	Statements	Administrator Permissions	Manage Compensation and Varpay	Manage Statement Templates	Allows users to add or edit compensation statement templates.
Compensation	Statements	Administrator Permissions	Manage Compensation and Varpay	Manage Default Statement Permissions	Allows users to define the default viewing permissions for personal statements.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Compensation	Statements	Administrator Permissions	Manage Compensation and Varpay	Add Edit Compensation History	Allows users to create compensation history periods under compensation profile.
Compensation	Forms	Administrator Permissions	Manage Compensation and Varpay	Manage Lookup Table	Allows users to add and edit lookup tables associated with plan templates.
Compensation	Forms	Administrator Permissions	Manage Compensation and Varpay	Manage Families And Groups	Allows users to add and edit families and groups associated with plan templates.
Compensation	Forms	Administrator Permissions	Manage Compensation and Varpay	Compensation Groups	Allows users to access group assignments.
Compensation	Forms	Administrator Permissions	Manage Compensation and Varpay	Compensation and Variable Pay Feature Settings	Allows users to access the Company Settings page from Compensation Home .
Compensation	Forms	Administrator Permissions	Manage Compensation and Varpay	Enable Export of Plan Template Versions	Allows users to view and download versions of compensation, variable pay, and total compensation templates from Compensation Home . Users with the permission see ↓ (Export Template History) by the template they wish to access the history for.
Compensation	Forms	Administrator Permissions	Manage Compensation and Varpay	Enable Sharing Executive Review Filters	Allows users to share advanced executive review filters for compensation, variable pay, and total compensation templates.
Compensation	Forms	Administrator Permissions	Manage Compensation and Varpay	Manage Read Audit Configuration	

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Compensation	Forms	Administrator Permissions	Manage Compensation and Varpay	Manage Executive Review Filters	Allows users to access the Executive Review filters for all plan templates from Action for all plans .
Compensation	Forms	Administrator Permissions	Manage Compensation and Varpay	Manage Advanced Executive Review Filters	Allows users to access the advanced Executive Review filters for all plan templates from Action for all plans .
Compensation	Forms	Administrator Permissions	Manage Compensation and Varpay	Manage Plan Level Executive Review Filters	Allows users to access the manage plan-level Executive Review filters.
Compensation	Statements	Administrator Permissions	Manage Compensation and Varpay	Manage Statement Assignment Group	Allows users to create, edit, or delete statement template assignment groups.
Compensation	Report Center Table Report	Administrator Permissions	Manage Compensation and Varpay	Migrate Data for Story	Allows users to migrate data from forms that can be used in the creation of Report - Stories.
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Compensation Settings	Allows users to control the basic settings of a Compensation plan.
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Compensation Display Settings	Allows users to access worksheet display settings such as rating format, guideline pattern, and so on, as a part of plan setup.
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Compensation Employee Central Settings	Allows users to access the Employee Central menu options under Plan Setup .
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Compensation Design Worksheet	Allows users to access the worksheet column designer.
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Compensation Plan Instruction	Allows users to access the Plan Instruction page.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Compensation	Compensation Calculations	Administrator Permissions	Manage Compensation	Manage Compensation Budget	Allows users to define budget calculation and budget setup rules under Plan Details .
Compensation	Compensation Guidelines	Administrator Permissions	Manage Compensation	Manage Compensation Eligibility	Allows users to define eligibility rules for a Compensation plan template.
Compensation	Compensation Guidelines	Administrator Permissions	Manage Compensation	Manage Compensation Guidelines	Allows users to define and export guidelines and rules for a Compensation plan template.
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Compensation Rating Sources	Allows users to define and edit rating sources to be used in Compensation plan templates.
Compensation	Compensation Profile	Administrator Permissions	Manage Compensation	Define Compensation Period Data	Allows users to create history periods to display on the Compensation Profile, and also associate history periods with a plan template.
Compensation	Forms	Administrator Permissions	Manage Compensation	Add Edit Stock History	Allows users to create stock history periods.
Compensation	Forms	Administrator Permissions	Manage Compensation	Manage Compensation Stock Period Data	Allows users to edit and manage stock history periods.
Compensation	Forms	Administrator Permissions	Manage Compensation	Update Compensation Forms for Template	
Compensation	Executive Review	User Permissions	Compensation and Variable Pay	Executive Review Read - Compensation	Allows users to access Compensation Executive Review with Read privileges.
Compensation	Executive Review	User Permissions	Compensation and Variable Pay	Executive Review Edit - Compensation	Allows users to access Compensation Executive Review with Edit privileges.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Compensation	Executive Review	User Permissions	Compensation and Variable Pay	Executive Review Export - Compensation	Allows users to export Executive Review and Hierarchy-based approvals for compensation plan templates.
Compensation	Executive Review	User Permissions	Compensation and Variable Pay	Planner Audit (Executive Review) - Compensation and Variable Pay	Allows the user to access change history audit through the executive review.
Compensation	Executive Review	User Permissions	Compensation and Variable Pay	Administrator access to Role-Based Permissions based on Route Steps for Executive Review - Compensation and Variable Pay	Allows the user to access the permission configuration screen for Role-Based Permission (RBP) based on route steps in a route map.
Compensation	Forms	User Permissions	Compensation and Variable Pay	Form Filters	Allows the user to view and use filters on the latest My Forms page for Compensation and Variable Pay.
Compensation	Executive Review	User Permissions	Miscellaneous Permissions	CompFilterDefinition	Allows the user Visibility: View and Actions: Edit for end-user data saved in the Metadata Framework (MDF) when using enhanced Executive Review filters.
Compensation	Executive Review	User Permissions	Miscellaneous Permissions	CompFilterDefinition.criteria (CompFilterCriteria)	Allows the user View, Create, Correct, and Adjust Order permission for end-user data saved in the Metadata Framework (MDF) when using enhanced Executive Review filters.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Compensation	Executive Review	User Permissions	Miscellaneous Permissions	CompFilterPopulation	Allows the user Visibility: View and Actions: Edit for end-user data saved in the Metadata Framework (MDF) when using enhanced Executive Review filters.
Compensation	Lookup Tables	Administrator Permissions	Compensation and Variable Pay	Lookup Table Access	Allows access to specific lookup tables. The global administrator is able to decentralized permissions to designate local administrators permission to update lookup tables only for the scope of their duties.
Compensation	Statements Employee Profile	User Permissions	Employee Views	Compensation Statements	Allows users to view Personal Compensation Statement Block in People Profile or view the Compensation Statement tab in People Profile.
Platform Compensation	Table Reports (formerly Ad Hoc Reports)	User Permissions	Reports Permission	Create Report	<p>Allows users to create and edit reports for all specific modules.</p> <ul style="list-style-type: none"> • Compensation Eligibility • Compensation Planning • Compensation Hierarchy-based Approvals

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform Compensation	Table Reports (formerly Ad Hoc Reports)	User Permissions	Reports Permission	Run Report	<p>Allows users to run existing reports for all or certain report types.</p> <ul style="list-style-type: none"> • Compensation Eligibility • Compensation Planning • Compensation Hierarchy-based Approvals
Compensation	Executive Review	User Permissions	Compensation	Executive Review Mass Action Permission	Allows users to access Compensation Executive Review with Mass Action privileges.
Compensation	Statements	User Permissions	Employee Data	Compensation Statements	Allows users to view generated Compensation statements on a RBP-enabled instance.
Compensation	Statements Employee Profile	User Permissions	Employee Views	Combined Statement	Allows users to view Personal Combined Statement Block in People Profile or view the Combined Statement tab in People Profile.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	View All VarPay Manager Forms	Allows Admins to view launched Variable Pay Forms for all Planners in Manage Worksheet.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Manage Variable Pay Programs	Allows users to create and manage Variable Pay programs from Compensation Home .
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Manage Employee Data for Employees	Allows users to access all employee data that includes target population. For example, employee history, bonus calculation.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Run Variable Pay Processor	Allows users to run processor for Variable Pay jobs.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Store Varpay Data in Employee Central	Allows users to publish Variable Pay data in Employee Central.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Employee Central Settings	Allows users to access the Employee Central Settings page of plans from Plan Setup
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Set Bonus Calculation	Allows users to access and set bonus calculations from Plan Setup .
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Set Number Format Rules	Allows users to define rules to control the display of the number formats.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Configure Label Names and Visibility	Allows users to customize the look and feel of the worksheets by modifying the label names from Design Worksheet .
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Column Designer	Allows users to modify worksheet columns, rollup report filed labels, navigation tab labels, budget field labels and set custom view links.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Set Number Formats	Allows users to customize the display of the number formats.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Manage Variable Pay Guidelines	Allows users to access team and individual guidelines.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Summary	Allows users to access the summary information page in plan templates. This is a default page, which is visible when you choose a plan.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Manage Variable Pay Settings	Allows users to access the Settings tab from Plan Setup for plan templates.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Manage Variable Pay Display Settings	Allows users to access the Display Settings tab from Plan Setup for plan templates.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Manage Variable Pay Budget	Allows users to access the settings for the budget from Plan Details .
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Define Planners	Allows users to choose planners for the plan from a hierarchy of employees from Manage Users .
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Override Permission	Allows users to access the menu link on worksheets to choose which user can override the calculated bonus amount.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Live Profile Visibility	Allows users to access the Live Profile Visibility menu link, which lets users hide or display live profiles.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Validation Reports	Allows users to access all the report types from Validation Reports .
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Import Business Goals	Allows users to import business goals.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Export Business Goals	Allows users to export business goals.



Solution	Component	Permission Section	Permission Category	Permission Name	Result
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Import Bonus Plans	Allows users to import bonus plans.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Export Bonus Plans	Allows users to export bonus plans.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Configure Bonus Plans	Allows users to create and manage bonus plans.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Import Business Goal Weights	Allows users to import business goal weights.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Export Business Goal Weights	Allows users to export business goal weights.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Manage Variable Pay Eligibility	Allows users to set eligibility rules.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Import Employee History from Employee Central	Allows users to transfer employees information from Employee Central to Variable Pay programs.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Import Employee History	Allows users to import employee history data.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Export Employee History	Allows users to export employee history data.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Edit Employee History	Allows users to change employee information, including import and export options from Manage Users .
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Bonus Payout	Allows users to calculate bonus for all or for some employees in the plan.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Manage Variable Pay Forms	Allows users to launch, create, and manage worksheets form Compensation Home.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Update Variable Pay Forms for Template	Allows users to update all worksheets together from Manage Worksheets .


Solution	Component	Permission Section	Permission Category	Permission Name	Result
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Update Variable Pay Worksheets	Allows users to update specific worksheet data from Manage Worksheets .
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Variable Pay Form Membership	Allows users to add, move, or delete employees from Variable Pay forms.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Plan Activity Audit	Allows users to access Plan Activity Audit option from Manage Worksheets .
Variable Pay	Statements	Administrator Permissions	Manage Variable Pay	Generate Goal Statements	Allows users to download goal statements.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Define Compensation Period Data	Allows users to create history periods under Compensation Profile, and associate history periods with a plan template.
Variable Pay	Statements	Administrator Permissions	Manage Variable Pay	Generate Bonus Assignment Statements	Allows users to create bonus assignment statements.
Variable Pay	Statements	Administrator Permissions	Manage Variable Pay	Recall Bonus Assignment Statements	Allows users to recall bonus assignment statements.
Variable Pay	Statements	Administrator Permissions	Manage Variable Pay	Download Bonus Assignment Statements	Allows users to download bonus assignment statements.
Variable Pay	Statements	Administrator Permissions	Manage Variable Pay	Manage Bonus Assignment Statement Templates	Allows users to link employee groups to bonus assignment statements.
Variable Pay	Forms	Administrator Permissions	Manage Variable Pay	Manage Bonus Forecasting	Allows users to create and manage bonus forecasting for plan templates.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Variable Pay	Statements Employee Profile	User Permissions	Employee Views	Bonus Assignment Statement	Allows users to view Bonus Assignment Statement Block in People Profile or view the Bonus Assignment Statement tab in People Profile.
Variable Pay	Statements	User Permissions	Employee Data	Bonus Assignment Statements	Allows users to view generated bonus assignment statements in an RBP-enabled instance.
Variable Pay	Statements Employee Profile	User Permissions	Employee Views	Variable Pay Statement	Allows users to view the Variable Pay Statements block in People Profile or view the Variable Pay Statements tab in People Profile.
Variable Pay	Executive Review	User Permissions	Compensation and Variable Pay	Executive Review Edit - Variable Pay	Allows users to access Executive Review with Edit privileges.
Variable Pay	Executive Review	User Permissions	Compensation and Variable Pay	Executive Review Read - Variable Pay	Allows users to access Executive Review with Read privileges.
Variable Pay	Executive Review	User Permissions	Compensation and Variable Pay	Executive Review Export - Variable Pay	Allows users to export Executive Review and Hierarchy-based approvals for Variable Pay plan templates.
Compensation Variable Pay	Administration	Administrator Permissions	Manage Compensation and VarPay	Print Statements	Allows users to download personal reward statements after the statements have been generated.
Compensation Variable Pay	Administration	Administrator Permissions	Manage Compensation and VarPay	Recall Statements	Allows users to recall personal reward statements.
Variable Pay	Executive Review Integration Center	Administrator Permissions	Manage Integration Tools	Access to Integration Center	Allows users to access the Integration Center Builder tool to turn on notification configuration.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Compensation Variable Pay	Forms	Administrator Permissions	Manage Compensation and VarPay	Generate Statements	Allows user to create personal reward statements.
Compensation Variable Pay	Forms	Administrator Permissions	Manage Compensation and VarPay	Compensation Job Monitor	Allows users to monitor the status of background jobs that run in the system.
Employee Central	Employee Data Import	Administrator Permissions	Employee Central Import Settings	Enable Workflows for selected entities	You can configure the system to trigger approval workflows with all the entities associated with the permission by default. Choose Others to manually select applicable entities from the option box.
Employee Central	Employee Data Import	Administrator Permissions	Employee Central Import Settings	Enable Business Rules for selected entities	Allows users to trigger business rules onSave and onChange when importing employees' data such as compensation, termination details, and personal information.
Platform Employee Central	Employee Data Import	Administrator Permissions	Manage User	Allow users to view all the jobs. (By Disabling this option, users can view only their job status.)	Allows users to track all import jobs performed by users.
Platform Employee Central	Employee Data Import	Administrator Permissions	Manage User	Enable RBP Access Validation for EC Elements during Imports (Do not enable during first time import)	Allows users to enable the RBP access during imports.
Employee Central	Employee Data Import	User Permissions	Employee Central Import Entities	Job History	Allows users to perform or restrict imports for Job Information.
Employee Central	Employee Data Import	User Permissions	Employee Central Import Entities	Compensation Info	Allows users to perform or restrict imports for compensation information.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Employee Data Import	User Permissions	Employee Central Import Entities	Pay Component Non Recurring	Allows users to perform or restrict imports for pay component recurring information.
Employee Central	Employee Data Import	User Permissions	Employee Central Import Entities	Job Relationships	Allows users to perform or restrict imports for job relationship information.
Employee Central	Employee Data Import	Administrator Permissions	Employee Central Import Settings	Enable execution of rules against NO_OVERWRITE	
Employee Central	Employee Data Import	Administrator Permissions	Employee Central Import Settings	Enable Forward Propagation during Incremental Import	You can configure the system to update the future records with a preceding value when you insert records in incremental mode. All the entities associated with the permission will be applicable by default. Choose Others to manually select applicable entities from the option box.
Employee Central	Employee Data Import	Administrator Permissions	Employee Central Import Settings	Support cumulative update of country/region-specific data for global information import in full purge mode	You can configure the system to retain existing country/region-specific data in the Employee Profiles while importing global information in full purge mode.
Employee Central	Employee Data Import	Administrator Permissions	Manage User	Basic User Import	Only when you've enabled the Enable Control on Basic User Import in Role-Based Permissions option in Manage Employee Central Settings , will the Basic User Import permission be required for admins to perform basic import.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Employee Central	User Permissions	Miscellaneous Permissions	Service Center Configuration	Select country to enable catalogs to view information specific to your geography.
Employee Central	Time Off Absence Management	User Permissions	Time Management User Permissions	Create Payouts in Self-Service	Allows users to request a cash payout charged against the time balance on eligible time accounts.
Platform Employee Central	User Management Employee Data Management Employee Data Import	Administrator Permissions	Manage Data Purge	Create Legacy Data Purge Request	Allows users to create purge requests using a legacy purge request type.
<div>  Note Legacy purge requests do not consider the configured data retention times used for Data Protection and Privacy. </div>					
Platform Employee Central	User Management Employee Data Management Employee Data Import	Administrator Permissions	Manage Data Purge	Manage and Approve Legacy Data Purge Request	Allows users to approve purge requests that use a legacy purge request type.
<div>  Note Legacy purge requests do not consider the configured data retention times used for Data Protection and Privacy. </div>					

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	User Management Employee Data Management Employee Data Import	Administrator Permissions	Manage Data Purge	Remove Preview and Complete Reports for Legacy Data Purge Request	Allows users to delete old purge reports for legacy purge requests.
<div>  Note Legacy purge requests do not consider the configured data retention times used for Data Protection and Privacy. </div>					
Platform Employee Central Onboarding	MDF Employee Central	Administrator Permissions	Metadata Framework	Manage Mass Changes for Metadata Objects	Allows users to manage mass changes for objects.
Platform Employee Central Onboarding	MDF Employee Central Rules	Administrator Permissions	Metadata Framework	Access to Business Rule Execution Log	Allows users to access the business rule execution log, with the option of including a permission for downloading the log.
Platform Employee Central	MDF Employee Central	Administrator Permissions	Metadata Framework	Hire Date Correction	Allows users to change the hire date for an employee in Employee Central in one place for multiple blocks.
Employee Central	Apprentice Management	Administrator Permissions	Manage Apprentice	Supervisor	Allows supervisors to manage apprentice data.
Employee Central	Apprentice Management	Administrator Permissions	Manage Apprentice	On-Site Supervisor	Allows on-site supervisors to manage apprentice data.
Employee Central	Apprentice Management	User Permissions	Apprentice Management Permissions	Apprentice	Allows apprentice supervisors to view and edit apprentice information.
Employee Central	Apprentice Management	User Permissions	Apprentice Management Permissions	Apprentice Group	Allows apprentice supervisors to view and edit apprentice group.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Apprentice Management	User Permissions	Apprentice Management Permissions	Apprentice Internal Training	Allows apprentice supervisors to view and edit apprentice internal training.
Employee Central	Apprentice Management	User Permissions	Apprentice Management Permissions	Apprentice On-the-job Training	Allows apprentice supervisors to view and edit apprentice on-the-job training.
Employee Central	Apprentice Management	User Permissions	Apprentice Management Permissions	Apprentice School	Allows apprentice supervisors to view and edit apprentice school.
Employee Central	Apprentice Management	User Permissions	Apprentice Management Permissions	Apprentice School Event	Allows apprentice supervisors to view and edit apprentice school event.
Employee Central	Apprentice Management Employee Profile	User Permissions	Employee Views	Apprentice	Allows apprentice supervisors to view apprentices in the Employee Views section.
Employee Central	Apprentice Management	User Permissions	MDF Foundation Objects	Department	Allows apprentice supervisors to configure the MDF foundation object Department used in Apprentice Management.
Employee Central	Employee Central	User Permissions	MDF Foundation Objects	Business Unit Cost Center Division Department Location Legal Entity	Select the Visibility and Actions permissions you want to assign to the role.
Employee Central	Employee Central	User Permissions	MDF Foundation Objects	Project Controlling Object	Allows you to define a Work Breakdown Structure (WBS) element as a standard field by using the Project Controlling Object entity.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Global Assignments	User Permissions	Employee Data	Global Assignment Details	<p>You can assign field-level permissions as well as permissions for block as well add, edit, delete actions.</p> <div> <p>Note</p> <p>Make sure that you have Edit permission for Global Assignment Details in the HR Information section.</p> </div>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central Onboarding	Concurrent Employment Data Replication Monitor	User Permissions	Employee Data	Employment Details	<p>New Assignment Company provides field-level permission for the company field. This is required for Concurrent Employment.</p> <p>Change primary employment allows users to change the employment classification of an employee.</p> <p>Add new Employment allows users to add multiple employments.</p> <p>Navigation Group (View) allows users to see the grouping of URLs added in the Take Action menu for employees whose system of record is the ERP system and whose data is replicated to Employee Central. The permission is used in UI integration of ERP screens with Employee Central.</p> <p>Navigation Group Entry in Take Action Menu (Edit) allows users to select the URLs added in the Take Action menu for employees whose system of record is the ERP system and whose data is replicated to Em-</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
					<p>mployee Central. The permission is used in UI integration of ERP screens with Employee Central.</p>
Employee Central	Deductions	Administrator Permissions	Manage Deductions	Create One Time Deduction	Allows users to create a non-recurring deduction.
Employee Central	Deductions	Administrator Permissions	Manage Deductions	Edit One Time Deduction	Allows users to edit a non-recurring deduction.
Employee Central	Deductions	Administrator Permissions	Manage Deductions	View One Time Deduction	Allows users to view a non-recurring deduction.
Employee Central	Deductions	User Permissions	Miscellaneous Permissions	Recurring Deduction	<p>Select the View and Edit permissions you want to assign to the role.</p> <div> <div>Note</div> <p>Make sure that the Security field for Miscellaneous Permissions is set to Yes in the object definition for Recurring Deduction.</p> </div>
Employee Central Onboarding	Employee Central	User Permissions	Employee Data	Report No-Shows	<p>Select the View and Edit permissions you want to assign to the role.</p> <p>Allows users to terminate an employee with 30 days by using Take Action Report No-Shows if they do not show up on their starting date with the company.</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Compensation	User Permissions	Employee Data	Pay Components	<p>Select the View and Edit permissions you want to assign to the role.</p> <p>Allows users to edit and delete a pay component on the Update Employee Data page by clicking ► Take Action ► Change Job and Comp Info ►</p>
Employee Central	Compensation	User Permissions	Employee Data	Pay Component Groups	<p>The View permission allows the user to see the pay component group in the system, for example, on the Employment Information page.</p> <p>The Edit permission does not work.</p>
Employee Central	Compensation	Administrator Permissions	Manage Pay Scale	Manage Pay Scale Objects	<p>Allows users to access to the Manage Pay Scale Objects action in the Admin Center.</p> <p>However, the objects for pay scale are visible/editable in Manage Data unless you attach customer permissions to the objects themselves.</p>
Employee Central	Compensation	Administrator Permissions	Manage Pay Scale	Adjust Employees' Compensation to Tariff Changes	Controls access to the pay scale pay increase run.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Compensation	User Permissions	Employee Central Effective Dated Entities	Pay Scale Area	Select the View and Edit permissions you want to assign to the role.
Employee Central	Compensation	User Permissions	Employee Central Effective Dated Entities	Pay Scale Type	Select the View and Edit permissions you want to assign to the role.
Employee Central	Compensation	User Permissions	Employee Central Effective Dated Entities	Pay Scale Group	Select the View and Edit permissions you want to assign to the role.
Employee Central	Compensation	User Permissions	Employee Central Effective Dated Entities	Pay Scale Level	Select the View and Edit permissions you want to assign to the role.
Employee Central	Compensation	User Permissions	Employee Central Effective Dated Entities	Range Penetration	<p>Select the View and Edit permissions you want to assign to the role.</p> <p>View permission is required if you enable the compensation widgets.</p>
Employee Central	Compensation	User Permissions	Employee Central Effective Dated Entities	Compa Ratio	<p>Select the View and Edit permissions you want to assign to the role.</p> <p>View permission is required if you enable the compensation widgets.</p>
Employee Central	Compensation	Administrator Permissions	Manage User	Configure Charts for Key Figures in Compensation Portlet	<p>Enables admins to use widgets in the Employment Information page.</p> <p>This permission is obsolete and should not be selected.</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Compensation	User Permissions	Employee Widgets	Total Compensation History	This permission is for the widget to show the wage progression for an employee.
Employee Central	Compensation	User Permissions	Employee Widgets	Salary Positioning	Enables the widget to show the employee's salary in relation to the pay range.
Employee Central	Compensation	User Permissions	Employee Widgets	Salary vs. Team	Enables the widget to show salaries for employees and their same-level colleagues.
Employee Central	Compensation	User Permissions	Employee Widgets	Compa Ratio vs. Team	Enables the widget to show compa ratios for employees and their same-level colleagues.
Platform	MDF	User Permissions	MDF Foundation Objects	Currency Exchange Rate	<p>Select the Visibility and Actions permissions you want to grant the role.</p> <p>All permissions are required for Employee Central admins who are responsible for compensation areas.</p>
Employee Central	Employee Central	Administrator Permissions	Manage System Properties	Employee Central Feature Settings	Allows admins to turn on Employee Central features themselves without having to request help from Technical Support.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Alternative Cost Distribution	User Permissions	<i>Miscellaneous Permissions</i>	<i>Alternative Cost Distribution</i>	Select the <i>View</i> and <i>Edit</i> permissions you want to assign to the role.

Note

Make sure that the *Security* field for *Miscellaneous Permissions* is set to *Yes* in the object definition for Alternative Cost Distribution.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform Employee Central Onboarding	Employee Central Pension Payouts	User Permissions	Employee Data	HR Information	<p>Allows users to view or edit some entities in Employee Central.</p> <p>Note that the Spot Bonus Edit Action setting controls editing the entity using the Pencil icon.</p> <p>Pension Payout Details</p> <p>► Employment Information ► Take Action ► Add Pension Payout Details ►</p> <div> <p>Note</p> <p>Global Assignments and Pension Payouts must be active in your system before you can grant the permissions.</p> </div> <p>If the Access for all Calculated Fields of Compensation information with OData API setting is set to View, then there are no permission checks for pay component group sums during the ODATA API request call.</p> <p>If the Create or Delete Pay Components Using Business Rules Without Additional Permission Check</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
					setting is selected, then there's no additional check for pay components created from business rules.
Employee Central	Employee Central	User Permissions	Employee Data	HR Actions	Select the View and Edit permissions you want to assign to the role.
Employee Central	Employee Central Employee Profile	User Permissions	Employee Views	Employee Views Section	Allows users to view the sections in People Profile. Each item under the Employee Views Section permission corresponds to a section in People Profile. An item is automatically listed under the permission category after you create a section.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central Employee Central Payroll	Employee Central Employee Central Payroll	User Permissions	Employee Central Effective Dated Entities	Personal Information Addresses Dependents Job Information Compensation Information Job Relationships	<p>You can set field-level permissions for effective-dated blocks and fields. This also includes country/region-specific fields that are prefixed by the 3-letter ISO code (for example, FRA for France, DEU for Germany, and so on).</p> <p>These fields vary depending on the data model.</p> <p>The Edit Link setting controls editing the entity (using the pencil icon) as well as adding a record using the Action menu.</p> <p>The Actions setting controls the History page.</p> <ul style="list-style-type: none"> • View Current: The entity is visible but not the History. • View History: Allows read-only access to the entity History. • Edit/Insert: Allows a user to add a new record for the entity in the History.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
					<ul style="list-style-type: none"> • Correct: Allows a user to change an existing record in the History. • Delete: Allows a user to remove an existing record in the History.
Platform Employee Central	Administration Employee Central	Administrator Permissions	Manage System Properties	Company System and Logo Settings	Allows users to configure system settings on the Company System and Logo Settings page and to use other system configuration tools like Theme Manager, Configure Custom Navigation, and Built-In Support.
Platform Employee Central	Administration Employee Central Business Configuration UI	Administrator Permissions	Manage Business Configuration	Manage Business Configuration	Allows users to use the Business Configuration UI to make changes to the Succession Data Model without having to contact Technical Support to make changes in Provisioning.
Platform Employee Central	Administration Employee Central	Administrator Permissions	Manage User	Manage Users	Defines who can hire and rehire employees, manage workflows requests and groups as well import and export employee data.
Employee Central	Employee Central	Administrator Permissions	Manage User	Restrict fields of type Worker	Allows admins to further filter fields to only contingent workers.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Employee Central	Administrator Permissions	Manage Business Configuration	HRIS element	Select the View and Edit permissions. Enables a user to configure HRIS Sync Mappings .
Employee Central	Employee Central	Administrator Permissions	Manage Business Configuration	Employee Central Quick Actions	Allows admins to create Employee Central Quick Action templates.
Employee Central	Employee Central	Administrator Permissions	Manage Compensation Structure Objects	Compensation Structure	Allows admins to view or edit the Compensation Structure object.
Employee Central	Employee Central	Administrator Permissions	Manage Compensation Structure Objects	Compensation Structure.PayComponents	Allows admins to view, correct, create, adjust, delete, or import/export pay components in the compensation structure.
Employee Central	Employee Central	Administrator Permissions	Manage Hires	Add New User	Allows admins to add new users in the system.
Employee Central	Employee Central	Administrator Permissions	Manage Hires	Add Contingent Worker	Allows admins to add external workers in the system.
Employee Central	Employee Central Employee Data Import	Administrator Permissions	Manage Hires	Rehire Inactive Employee	Allows users to re-hire an employee while keeping the previous employment data visible in the system.
Employee Central Onboarding	Employee Central	Administrator Permissions	Manage Hires	Rehire Inactive Employee with New Employment	Allows users to re-hire an employee and hide the previous employment data in the system.
Employee Central	Employee Central	Administrator Permissions	Manage Hires	Rehire Inactive Employee with New Employment (by 'match' in New Recruit)	Allows users to re-hire an employee using the Match popup and hide the previous employment data in the system.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Employee Central	Administrator Permissions	Manage Hires	Rehire Inactive Employee (by 'match' in New Recruit)	Allows users to re-hire an employee using the Match popup while keeping the previous employment data visible in the system.
Employee Central	Employee Central	Administrator Permissions	Manage Hires	Add New Employee for Fixed Term	Allows users to add employees hired with fixed-term contracts, meaning that the termination date can be added during the hire process.
Employee Central	Manage Pending Hires	Administrator Permissions	Manage Hires	Manage Pending Hires	Allows users to use the Manage Pending Hires feature.
Employee Central	Manage Pending Hires	Administrator Permissions	Manage Hires	Allow users to manage all drafts including those saved by others (By disabling this option, users can only work with drafts saved by them)	Allows Manage Pending Hires users to work with all Drafts saved by any user.
Employee Central	Manage Pending Hires	Administrator Permissions	Manage Hires	Configure Columns for the Manage Pending Hires	Allows users to configure columns for Manage Pending Hires
Employee Central	Employee Central	Administrator Permissions	Manage Hires	Manage Hire Configuration templates	Allows users to permission all or selected templates to manage hires.
Employee Central	Employee Central	Administrator Permissions	Manage Hires	Concurrent Employment Configuration Templates	Allows users to permission all or selected templates to manage concurrent employment hires.
Employee Central	Employee Central	Administrator Permissions	Manage Hires	Contingent Worker Configuration Templates	Allows users to permission all or selected templates to manage contingent workforce hires.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Employee Central	Administrator Permissions	Manage Foundation Object Types	Manage Foundation Object Types	Use these permissions to set the actions allowed for foundation objects in the Manage Organization, Pay and Job Structures page.
Employee Central	Employee Central	Administrator Permissions	Manage Foundation Objects	Import/Export Corporate Data Model	Allows the user to import and export Corporate Data Model .
Employee Central	Employee Central	Administrator Permissions	Manage Foundation Objects	Import/Export Country/Region-Specific XML for Corporate Data Model	Allows the user to import and export Country/Region-Specific XML for Corporate Data Model .
Employee Central	Foundation Objects	Administrator Permissions	Administrator Permissions	Manage Organization, Pay and Job Structures	Allow users to access the Managing Foundation Objects
Employee Central	Employee Central	User Permissions	Employee Data	Event Reasons	You can set permissions for each event reason type.
Employee Central	Employee Central	User Permissions	Employee Data	Future Dated Transaction Alert	You can set permissions to view future changes for effective-dated entities.
Employee Central	Employee Central	User Permissions	Employee Data	Transactions Pending Approval	Allows users to see if a workflow has been initiated, but not yet approved.
Employee Central	Employee Central	User Permissions	Employee Central Quick Actions	Employee Central Quick Action Templates	Allow users to view and/or change the Employee Central Quick Action manager or employee self-service use case.
Employee Central	Employee Central	Administrator Permissions	Manage Mass Changes	Areas where user has permission to make changes	Allows users to make mass changes for certain areas.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Platform	Administrator Permissions	Employee Data	Job Title	Allows users to set the field for Job Title to visible if you use the People Search in People enabled systems.
Platform Reporting	Report Center Table Report	User Permissions	Reports Permission	Create Report	Allows users to create, edit, delete, share, import, export, duplicate, schedule, and add new label to a Table report. You can create reports for all schemas or the schemas you select for this permission.
Platform Reporting	Report Center Table Report	User Permissions	Reports Permission	Run Report	Allows users to run and schedule the Table reports for all schemas or the schemas you select for this permission.
Reporting	Canvas Report	Administrator Permissions	Analytics Permissions	► Functional Permissions ► Report Distributor ►	Allows users to schedule reports from Report Distributor.
Reporting	Canvas Report Workforce Analytics	Administrator Permissions	Manage Dashboards / Reports	Manage Workforce Analytics	Allows users to manage the Workforce Analytics (WFA) Administration tool to control the appearance and working of certain WFA functions.
Platform	Report Center Table Report	User Permissions	Reports Permission	Create Table Schema	Allows users to import a Table report.
Platform Reporting	Employee Profile	User Permissions	Reports Permission	View People Profile Notes in Story Reports	Allows users to see the Notes data limited to their target population in Story reports.
Platform Reporting	Employee Profile	User Permissions	Reports Permission	View People Profile Tags in Story Reports	Allows users to see the Tags data limited to their target population in Story reports.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform Reporting	Report Center Tiles	User Permissions	Reports Permission	Access Tiles from Home Page	Allows users to view Tile reports from the home page.
Platform Reporting	Report Center Canvas Report	User Permissions	Analytics Permissions	► Functional Permissions ► Canvas Designer ►	Allows users to create and import Canvas reports. It also allows users to run, edit, delete, export, add labels, share, copy, and schedule Canvas reports that have been created by them or shared with them.
Platform Reporting	Report Center Canvas Report	User Permissions	Analytics Permissions	► Functional Permissions ► Canvas Designer Admin ►	Allows users to create and import Canvas reports. It also allows users to run, edit, delete, export, add labels, share, copy, and schedule all Canvas reports.
Platform Employee Central Reporting	Report Center Tiles Dashboards Compensation Widgets	User Permissions	Manage Dashboards / Reports	Analytics Tiles and Dashboards	Allows users to create, edit, delete, export, add labels, copy, and import tile reports. Allows users to create, run, edit, delete, export, add labels, share, copy, and import a dashboard.
Employee Central	Position Management	Administrator Permissions	Manage Position	Access Position Organization Chart	Allows users to view the position organization chart.
Employee Central	Advances	Administrator Permissions	Manage Advances	Advances Eligibility	Allows user to view or edit advances eligibility of an employee.
Employee Central	Advances	Administrator Permissions	Manage Advances	Create Advances	Allows users to create advances.
Employee Central	Advances	Administrator Permissions	Manage Advances	Advances Admin Overview	Allows users to manage advances.


Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Global Benefits	Administrator Permissions	Manage Benefits	Benefits Admin Overview	Allows users to create, edit, delete, or manage benefits.
Employee Central	Global Benefits	User Permissions	Benefits Management	View Benefits/ Benefit Programs	Allows person in this role to view all eligible Benefits, Benefit Programs, enrollments, and claims.
Employee Central	Global Benefits	User Permissions	Benefits Management	Enroll Benefits/ Benefit Programs	Allows person in this role to enroll into eligible Benefits and Benefit Programs.
Employee Central	Global Benefits	User Permissions	Benefits Management	Edit Benefit Enrollments	Allows person in this role to edit and opt out of benefit enrollments.
Employee Central	Global Benefits	User Permissions	Benefits Management	Claim Benefits	Allows person in this role to claim eligible Benefits.
Employee Central	Global Benefits	Administrator Permissions	Manage Benefits	View on behalf of Employee	Allows users to view benefits of employees.
Employee Central	Global Benefits	Administrator Permissions	Manage Benefits	Manage on behalf of Employee	Allows administrators to manage employee overview of benefits such as enroll, claim, edit and opt out. Please enable View on behalf of Employee to use this feature.
Employee Central	Global Benefits	User Permissions	Miscellaneous Permissions	Benefit Contact Benefit Enrollment Benefit Employee Claim Benefit Program Enrollment	Allows users to edit, enroll, claim benefits.
Employee Central	Position Management	Administrator Permissions	Manage Position	Change Display Date of Position Organization Chart	Allows users to view the position organization chart for a specific date.
Employee Central	Position Management	Administrator Permissions	Manage Position	Mass Copy of Position in Position Organization Chart	Allows users to create up to 100 new positions by copying an existing position in the position organization chart.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Position Management	Administrator Permissions	Manage Position	View Job Requisition in Position Organization Chart	Allows users to view job requisitions in the position organization chart.
Employee Central	Position Management	Administrator Permissions	Manage Position	Create Job Requisition in Position Organization Chart	Allows users to create job requisitions in the position organization chart.
Employee Central	Position Management	Administrator Permissions	Manage Position	Select Job Requisition Template in Position Organization Chart	Allows users to select a job requisition template when creating a job requisition or job requisition in the position organization chart. Only active templates with the following fields can be selected: id, title, recruiterName, numberOpenings, positionNumber.
Employee Central	Position Management	Administrator Permissions	Manage Position	Option to move Position to New Manager on Job Info Change	Allows users to choose whether the position of an employee is moved with the employee below the position of the new manager.
Employee Central	Position Management	Administrator Permissions	Manage Position	Create Position from Position Organization Chart	Allows users to create a position from the position organization chart. This does not change the permission for Add Lower-Level Position and Add Same-Level Position.
Employee Central	Position Management	Administrator Permissions	Manage Position	Access Position Management Settings in Admin Tools	Allows users to access the settings for position management.
Employee Central	Company Structure Overview	User Permissions	Company Structure Overview	Access Company Structure Overview	Allows users to view the company structure overview.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Company Structure Overview	User Permissions	Company Structure Overview	Change Display Date of Company Structure Overview	Allows users to see how the company structure overview looks on various different dates.
Employee Central	Company Structure Overview	User Permissions	Company Structure Overview	View Employment Count in Company Structure Overview	Allows users to see how many employees are assigned to a particular entity in the company structure overview.

Note

When displayed on an entity in the chart, this count doesn't take the user's role-based permissions (RBP) into account. However, when displayed in the side panel it **does** take RBP into account.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Company Structure Overview	User Permissions	Company Structure Overview	View Position Count in Company Structure Overview	Allows users to see how many positions are assigned to a particular entity in the company structure overview.
<div>  Note When displayed on an entity in the chart, this count doesn't take the user's role-based permissions (RBP) into account. However, when displayed in the side panel it does take RBP into account. </div>					
Employee Central	Company Structure Overview	User Permissions	Company Structure Overview	Access Company Structure Overview Configuration	Allows users to edit the company structure overview, both directly in the company structure overview itself, and in the Admin Center.
Employee Central	Company Structure Overview	User Permissions	Company Structure Overview	Create Entity from Company Structure Overview	Allows users to create child entities directly in the company structure overview, using the menu in the side panel.
Employee Central	Company Structure Overview	User Permissions	Miscellaneous Permissions	Company Structure Definition	Allows users to create company structure overviews.
Employee Central	Company Structure Overview	User Permissions	Miscellaneous Permissions	Company Structure UI Configuration	Allows users to edit company structure overviews.
Employee Central	Localization	User Permissions	Miscellaneous Permissions	Document Generation Business Objects	Allows users to configure business rules on the Document Generation Template Mapping screen.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Localization	User Permissions	<i>Miscellaneous Permissions</i>	<i>Payment Information Business Objects</i>	Allows users to configure all business objects related to Payment Information.
Employee Central	Localization	User Permissions	<i>Miscellaneous Permissions</i>	<i>Protection against Unfair Dismissal Business Objects</i>	Allows users to configure all business objects related to Protection against Unfair Dismissal.
Employee Central	Localization	User Permissions	<i>Miscellaneous Permissions</i>	<i>Work Seniority Business Objects</i>	Allows users to configure all business objects related to Work Seniority.
Employee Central	Localization	User Permissions	<i>Miscellaneous Permissions</i>	<i>Location Based Payment Business Objects</i>	Allows users to configure all business objects related to Location Based Payment.
Platform Employee Central Payroll	Check Tool	Administrator Permissions	<i>Check Tool</i>	<i>Access Check Tool</i>	Allows users to access the Check Tool.
Platform Employee Central Payroll	Check Tool	Administrator Permissions	<i>Check Tool</i>	<i>Allow Configuration Export</i>	Allows users to attach configuration information to a ticket in cases where they need to create one.
Platform Employee Central	Compound Employee API Employee Delta Export Add-In for Microsoft Excel ERP Integration	User Permissions	<i>General User Permission</i>	<i>SFAPI User Login</i>	Allows users general access to the SFAPI.
Employee Central Employee Central Payroll Platform	ERP Integration Employee Central Payroll Variance Report	Administrator Permissions	<i>Employee Central API</i>	<i>Employee Central Foundation SOAP API</i>	Allows users general access to the Foundation SOAP API.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central Employee Central Payroll Platform	Compound Employee API Employee Delta Export Add-In for Microsoft Excel ERP Integration Employee Central Payroll Variance Report	Administrator Permissions	Employee Central API	Employee Central HRIS SOAP API	Allows users general access to the HRIS SOAP API.
Employee Central Employee Central Payroll Platform Onboarding	Employee Central Payroll ERP Integration Variance Report	Administrator Permissions	Employee Central API	Employee Central Foundation OData API (read-only)	Allows users read access to the Foundation OData API.
Employee Central Employee Central Payroll Platform Onboarding	ERP Integration Employee Central Payroll Variance Report Employee Profile	Administrator Permissions	Employee Central API	Employee Central HRIS OData API (read-only)	Allows users to have read access to the HRIS OData API.
Employee Central Employee Central Payroll	Employee Delta Export Add-In for Microsoft Excel ERP Integration Employee Central Payroll	Administrator Permissions	Employee Central API	Employee Central Foundation OData API (editable)	Allows users to have write access to the Foundation OData API.
Employee Central Employee Central Payroll Platform	ERP Integration Employee Central Payroll Variance Report	Administrator Permissions	Employee Central API	Employee Central HRIS OData API (editable)	Allows users to have write access to the HRIS OData API.
Employee Central Employee Central Payroll	Compound Employee API ERP Integration	Administrator Permissions	Employee Central API	Employee Central Compound Employee API (restricted access)	Together with the SFAPI User Login permission, this permission restricts the data accessible using the Compound Employee API according to the definition of the target population, for example, for a country/region or a department.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central Employee Central Payroll	Compound Employee API ERP Integration	Administrator Permissions	Employee Central API	Employee Central Compound Employee API (restricted segment access)	Allows the user to access CompoundEmployee segments according to the configuration setup only. With this permission, you can further restrict either the Employee Central HRIS SOAP API permission or the Employee Central Compound Employee API (restricted access) permission .
Employee Central	Employee Delta Export Add-In for Microsoft Excel	Administrator Permissions	Manage Dashboards / Reports	Manage Employee Delta Export Templates	Allows users to access the Employee Delta Export UI. You find this permission either under Manage User or under Manage Dashboards / Reports .
Employee Central	Employee Delta Export Add-In for Microsoft Excel	Administrator Permissions	Manage User	Manage Employee Delta Export Templates	Allows users to access the Employee Delta Export UI. You find this permission either under Manage User or under Manage Dashboards / Reports .
Employee Central	Data Replication Monitor	Administrator Permissions	Manage Integration Tools	Access to Data Replication Monitor	Allows users to access all data replication records in the Employee Central Data Replication Monitor, thus being able to monitor employee master data, organizational assignment, and time data replication from Employee Central.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Data Replication Monitor	Administrator Permissions	Manage Integration Tools	Restrict Access to Data Replication Monitor to Specific Target Population	Together with the Access to Data Replication Monitor permission, this permission allows users to access data replication records for specific groups of employees in the Employee Central Data Replication Monitor, thus being able to monitor employee master data, organizational assignment, and time data replication from Employee Central for these employees.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Data Replication Monitor	Administrator Permissions	<i>Manage Integration Tools</i>	<i>Delete Records from Data Replication Monitor</i>	Allows users to delete data replication records from the Employee Central Data Replication Monitor that are no longer needed for monitoring, for example, because they were created during a test phase. The Data Replication Monitor is used in employee master data, organizational assignment, and time data replication from Employee Central.
					<p>→ Recommendation</p> <p>Grant this permission only in exceptional cases, where mass deletion is required. Remove the permission from the permission role after performing the mass deletion.</p>
Employee Central Payroll	Payroll Administration	Administrator Permissions	<i>Payroll Permissions</i>	<i>Payroll Administration</i>	Allows users to access payroll UI mashups and configure the settings for links and admin services required to run payrolls for employees.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central Payroll	Payroll Self-Service	User Permissions	Payroll Permissions	Payroll Self-Service	Allows users to access employee self-services like the pay statement.
Employee Central Payroll	Payroll Information Employee Profile	User Permissions	Employee Views	Payroll Information	<div> <div> <i>Note</i> </div> <div> <p>If People Profile has been enabled for your system, select Payroll Information. Make sure to select the checkbox for the section under which you want the Payroll Information block to be displayed. For example, in the standard delivery, the Payroll Information block is displayed under the Compensation Information section, so select the Compensation Information checkbox.</p> </div> </div>
Employee Central	Payment Information	User Permissions	Miscellaneous Permissions	Payment Information	Allows users to maintain an employee's payment details in Employee Central.
Employee Central Payroll	Employee Central Payroll	Administrator Permissions	Payroll Integration Permission	Employee Run Results	Select all available permissions. Allows users to configure all payroll run results for employees.
Employee Central Payroll	Employee Central Payroll	User Permissions	Payroll Integration Permission	Employee Run Results	Select View Current and View History permissions. Allows users to view payroll run results.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central Payroll	Employee Central Payroll	Administrator Permissions	Payroll Integration Permission	Payroll Data Maintenance Task	Allows users to configure all payroll data maintenance tasks.
Employee Central Payroll	Employee Central Payroll	Administrator Permissions	Payroll Integration Permission	Payroll Data Maintenance Task Configuration	Allows users to make settings for the Configuration of all payroll maintenance tasks.
Employee Central Employee Central Payroll	ERP Integration Time Data Replication	Administrator Permissions	Payroll Integration Permission	Data Replication Configuration	Allows users to make settings for all Data Replication Configurations.
Employee Central Employee Central Payroll	ERP Integration Time Data Replication	Administrator Permissions	Payroll Integration Permission	Data Replication Proxy	Allows users to view and edit Data Replication Proxies.
Employee Central Employee Central Payroll	ERP Integration Time Data Replication	Administrator Permissions	Payroll Integration Permission	Trigger Data Replication Proxy Creation Job	Allows users to trigger Data Replication Proxy creation job for selected users. Note that this permission is optional.
Employee Central Employee Central Payroll	ERP Integration Time Data Replication	Administrator Permissions	Payroll Integration Permission	Trigger Data Replication Proxy Deletion Job	Allows users to trigger Data Replication Proxy deletion job for selected users. Note that this permission is optional.
Employee Central Employee Central Payroll	ERP Integration Time Data Replication	Administrator Permissions	Payroll Integration Permission	Planned Working Time Replication Period	Allows users to configure the replication of planned working time.
Employee Central Employee Central Payroll	ERP Integration Time Data Replication	Administrator Permissions	Payroll Integration Permission	Work Schedule Replication Exclusion List	Allows users to exclude work schedules from the standard replication.
Employee Central Employee Central Payroll	ERP Integration Time Data Replication	Administrator Permissions	Admin Alerts Object Permissions	Planned Working Time Replication Admin Alert	Allows users to view/edit admin alerts raised during the replication of planned working time.
Employee Central Employee Central Payroll	ERP Integration Time Data Replication	Administrator Permissions	Admin Alerts Object Permissions	Time Account Replication Admin Alert	Allows users to view/edit admin alerts raised during the replication of time account.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central Onboarding Recruiting	Object Permissions	Administrator Permissions	Admin Alerts Object Permissions	Automatic Hire Admin Alert	Allows users to view/edit admin alerts raised during the automatic hire process.
Employee Central Payroll	Payroll Control Center	Administrator Permissions	Manage SAP System Configuration	Access to SAP System Configuration	Allows users to see the SAP System Configuration link in Admin Center.
Employee Central Payroll	Payroll Control Center	Administrator Permissions	Payroll Integration Permission	SAP System Configuration	Select View and Edit permissions. Enables a user to configure Employee Central Payroll parameters.
Employee Central Payroll	Payroll Control Center	Administrator Permissions	Payroll Integration Permission	Payroll Control Center Configuration	Select View and Edit permissions. Enables a user to configure the classic or the new Payroll Control Center solution for each payroll system.
Employee Central Payroll	Payroll Control Center Employee Central Payroll	Administrator Permissions	Payroll Integration Permission	Payroll System Assignment	Allow users to assign payroll systems to target users such as payroll administrators and payroll process managers.
Employee Central Payroll	Payroll Control Center	User Permissions	Payroll Control Center	My Alerts Access	Allows users to use the My Alerts tab.
Employee Central Payroll	Payroll Control Center	User Permissions	Payroll Control Center	My Processes Access	Allows users to use the My Processes tab.
Employee Central Payroll	Payroll Control Center	User Permissions	Payroll Control Center	Unassigned Alerts Access	Allows users to use the Unassigned Alerts tab.
Employee Central Payroll	Payroll Control Center	User Permissions	Payroll Control Center	Manage Processes Access	Allows users to use the Manage Processes tab.
Employee Central Payroll	Payroll Control Center	User Permissions	Payroll Control Center	Manage Policies Access	Allows users to use the Manage Policies tab.
Employee Central Payroll	Payroll Control Center	User Permissions	Payroll Control Center	My Off-cycles Access	Allows users to use the My Off-Cycles tab.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central Payroll	Payroll Control Center	User Permissions	Payroll Control Center	Manage Teams Access	Allows users to use the Manage Teams tab.
Employee Central Payroll	Payroll Control Center	User Permissions	Payroll Control Center	Manage Configuration Access	Allows users to use the Manage Configuration tab.
Employee Central Payroll	Payroll Control Center	User Permissions	Payroll Control Center	My Teams Access	Allows users to use the My Teams tab.
Employee Central	Time Off Employee Profile	User Permissions	Employee Views	Manage Time Off	Allows users to create and manage requests for time off (for example, vacation or sick leave).
Employee Central	Time Off Employee Profile	User Permissions	Employee Views	Time Management	Allows users to create and manage requests for time off (for example, vacation or sick leave).
Employee Central	Time Off	User Permissions	Employee Central Effective Dated Entities	Holiday Calendar	Allows users to view the Holiday Calendar field in their Job Information.
Employee Central	Time Off	User Permissions	Employee Central Effective Dated Entities	Work Schedule	Allows users to view the Work Schedule field in their Job Information.
Employee Central	Time Off	User Permissions	Employee Central Effective Dated Entities	Time Profile	Allows users to view the Time Profile field in their Job Information.
Employee Central	Time Off	User Permissions	Employee Central Effective Dated Entities	Time Recording Variant	Allows users to view the Time Recording Variant field in their Job Information.
Employee Central	Time Off	Administrator Permissions	Manage Time Off	Manage Time Off Structures	Allows a Time Off admin to create, edit, or delete Time Off-related objects such as time profiles, time accounts, or time types.
Employee Central	Time Off	Administrator Permissions	Manage Time Off	Manage Time Off Calendars	Allows a Time Off admin to carry out mass changes to time data by using calendar runs.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Time Off Absence Management	Administrator Permissions	<i>Manage Time Off</i>	<i>Manage Payout</i>	Allows admins to enter financial payouts on time accounts.
Employee Central	Time Off Absence Management	Administrator Permissions	<i>Manage Time</i>	<i>Access Workbench</i>	Allows admins to open the Time Workbench and manage time tasks and create payouts for employees.
Employee Central	Time Off	Administrator Permissions	<i>Manage Time</i>	<i>Maintain Individual Work Schedule</i>	Allows a Time Off admin to create an individual work schedule for an employee.
Employee Central	Time Off	Administrator Permissions	<i>Manage Time</i>	<i>Maintain Temporary Change</i>	Allows a Time Off admin to make a temporary change to an employee's work schedule.
Employee Central	Time Off	Administrator Permissions	<i>Manage Time</i>	<i>Link Absences</i>	Allows a Time Off admin to link an employee's absences in case, for example, the employee has been absent with the same sickness more than once in a given periods.
Employee Central	Time Off	Administrator Permissions	<i>Manage Time</i>	<i>Access Time Alerts</i>	Allows a Time Off admin to access time alerts in the Time Workbench.
Employee Central	Time Off	Administrator Permissions	<i>Manage Time</i>	<i>Access Time Account Process Simulator</i>	Allows a Time Off admin to simulate time account accruals for a particular employee, date, and time account types.
Employee Central	Time Off	Administrator Permissions	<i>Manage Time</i>	<i>Access Time Management Configuration Search</i>	Allows a Time Off admin to use the time management configuration search.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Time Off	Administrator Permissions	<i>Manage Time</i>	<i>Show Time Account Balance in Termination Screen</i>	Allows a Time Off admin to see the time balance on the screen where termination payouts are processed.
Employee Central	Time Off Absence Management	Administrator Permissions	<i>Manage Time</i>	<i>Access Account Payouts</i>	Allows a Time Off admin to access the Accounts Payouts tab in the Time workbench.
Employee Central	Time Off	Administrator Permissions	<i>Manage Time</i>	<i>Access Review Time Sheets</i>	Allows a Time Off admin to access the Time Sheet Approval Center page.
Employee Central	Time Off Absence Management	User Permissions	<i>Miscellaneous Permissions</i>	<i>Time Account</i>	You must enable <i>Visibility: View</i> and <i>Actions: Edit</i> to allow an administrator to view and edit time accounts.
Employee Central	Time Off Absence Management	User Permissions	<i>Miscellaneous Permissions</i>	<i>Time Account</i>	Enable only <i>Visibility: View</i> to allow a user to view time accounts.
Employee Central	Time Off Absence Management	User Permissions	<i>Miscellaneous Permissions</i>	<i>Time Account Type</i>	You must enable <i>Visibility: View</i> and <i>Actions: Edit</i> to allow an administrator to view and edit the types of time accounts.
Employee Central	Time Off Absence Management	User Permissions	<i>Miscellaneous Permissions</i>	<i>Time Account Type</i>	Enable only <i>Visibility: View</i> to allow a user to view the types of time accounts.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Time Off Absence Management	Administrator Permissions	Time Management Object Permissions	Time Type	<p>You must enable Visibility: View and Actions: Edit to allow an administrator to view and edit time types.</p> <div> → Recommendation <p>Use the Time Management Object Permissions category to secure all time objects. Legacy systems may have this permission in Miscellaneous Permissions.</p> </div>
Employee Central	Time Off Absence Management	User Permissions	Time Management Object Permissions	Time Type	<p>Enable only Visibility: View to allow a user to view time types.</p> <div> → Recommendation <p>Use the Time Management Object Permissions category to secure all time objects. Legacy systems may have this permission in Miscellaneous Permissions.</p> </div> <div> ⓘ Note </div>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Time Off Absence Management	Administrator Permissions	Time Management Object Permissions	Time Account Payout	<p>You must enable Visibility: View and Actions: Edit to allow an administrator to view and edit time account payout.</p> <div> → Recommendation Use the Time Management Object Permissions category to secure all time objects. Legacy systems may have this permission in Miscellaneous Permissions. </div>
Employee Central	Time Off Absence Management	User Permissions	Time Management Object Permissions	Time Account Payout	<p>You only enable Visibility: View to allow a user to view time account payout.</p> <div> → Recommendation Use the Time Management Object Permissions category to secure all time objects. Legacy systems may have this permission in Miscellaneous Permissions. </div>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Time Off Absence Management	User Permissions	Miscellaneous Permissions	Time Account Payout Profile	Allows admins to create and edit the profile required for enabling self-service time account payouts.
Employee Central	Workflows	Administrator Permissions	Manage Workflows	Allow Auto Delegation	Allows users to set up automatic delegation for their workflow requests.
Employee Central	Workflows	User Permissions	Employee Data	View Workflow Approval History	Select either the View or Edit permissions as required under View Workflow Approval History for managers that want to approve requests for their employees.
Employee Central	Workflows	Administrator Permissions	Manage Workflows	Manage Workflow Requests	Allows users to access workflows.
Employee Central	Workflows	Administrator Permissions	Manage Workflows	Manage Workflow Groups	Allows HR Administrators to define dynamic groups for workflows.
Employee Central	Workflows	Administrator Permissions	Manage Workflows	Professional Edition Manage Workflow Requests	You can use the additional organization filters within workflow requests when this is enabled.
Employee Central	Workflows	Administrator Permissions	Manage Workflows	View Completed Workflows	You can control who sees completed workflows and is only available when the  Platform Feature Settings  Add Permission: Completed Workflows  is turned on.
Employee Central	Workflows	Administrator Permissions	Manage Foundation Objects Types	Dynamic Role	Allows HR administrators to maintain the dynamic role settings.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform Employee Central Onboarding 1.0 Onboarding	User Experience	User Permissions	General User Permission	User Login	Allows users to log into the system.
Platform Employee Central	Job Profile Builder	Administrator Permissions	Metadata Framework	Select All Permissions	
Platform Employee Central	Job Profile Builder	Administrator Permissions	Manage Job Profile Builder	Select all checkboxes	You can restrict managing job profile content by selecting Can View Content versus Can Edit Content under the Manage Job Profile Content section.
Platform Employee Central	Job Profile Builder	Administrator Permissions	Manage Job & Skill Profile Visibility	Job Profile	<p>You must enable security and visibility settings from the Job Profile object using the Configure Object Definitions tool so that Manage Job & Skill Profile Visibility is enabled in role-based permission.</p> <p>You can set additional permissions by selecting different actions.</p>
Platform Employee Central	Job Profile Builder	Administrator Permissions	Manage Job & Skill Profile Visibility	Skill Profile	<p>You must enable security and visibility settings from the Job Profile object using the Configure Object Definitions tool so that Manage Job & Skill Profile Visibility is enabled in role-based permission.</p> <p>You can set additional permissions by selecting different actions.</p>
Platform Employee Central	Job Profile Builder	Administrator Permissions	Manage Job & Skill Profile Visibility	Rated Skills	

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform Succession	Job Profile Builder Talent Card Employee Profile	Administrator Permissions	Manage Job & Skill Profile Visibility	Family	<p>Allow users to view job families if they want to find positions by browsing through job families and roles, in the following cases:</p> <ul style="list-style-type: none"> • Users open a nomination dialog from the Nominations section on the Succession Talent Card. • Users open a nomination dialog from the Current Nominations block in the legacy People Profile.
Platform Succession	Job Profile Builder Talent Card Employee Profile	Administrator Permissions	Manage Job & Skill Profile Visibility	Role	<p>Allow users to view job roles if they want to find positions by browsing through job families and roles, in the following cases:</p> <ul style="list-style-type: none"> • Users open a nomination dialog from the Nominations section on the Succession Talent Card. • Users open a nomination dialog from the Current Nominations block in the legacy People Profile.
Platform	Center of Capabilities	Administrator Permissions	Manage Center of Capabilities	Capability Library Structure	Allows users to view, create, edit, import, and export libraries, categories, and groups.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Center of Capabilities	Administrator Permissions	Manage Center of Capabilities	Competencies	Allows users to view, create, edit, import, and export competencies.
Platform	Center of Capabilities	Administrator Permissions	Manage Center of Capabilities	Portfolio Settings and Proficiency Rating Scale	Allows users to configure the proficiency rating scale and enable Capabilities Portfolio.
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	Report Permission	Allows users to access the Reports link on the Career Site Builder tab
Recruiting	Recruiting Management	Administrator Permissions	Recruiting Permissions	Recruiting Job Requisition Data Access Permission	Allows users to fetch job details and display them on external and internal career sites.
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	Source Quality Portlet Permission	Allows users to access the Source subtab on the Career Site Builder
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	Standalone Search Permission	Allows users to access the Candidates tab and candidate search, whether or not the user has an open requisition
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	Candidate Search Within Job Req	Allows users to access the Candidates tab and candidate search, only if the user has an open requisition. This does not allow the user to search through candidates that have already applied to the requisition.
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	Candidate Tagging Permission	Gives the user the ability to add tags to a candidate or applicant.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	Grant eQuest Job Postings Permission	Allows users to view active postings from eQuest on the Job Postings page and remove them.
					<div> <i>i</i> Note <p>The integration with eQuest for job posting is deprecated. You can only re-move job postings. You can't update, post, or repost them.</p> </div>
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	Jobs Applied Portlet Permission	Allows users to view the Jobs Applied block on the Candidate Profile and application records
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	SFAPI Insert Candidate Permission	Allows users to insert candidate permissions on candidate profiles. Typically this is granted to a dummy user, set up specifically for integration purposes.
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	SFAPI Update Candidate Permission	Allows users to update candidate data. Typically this is granted to a dummy user, set up specifically for integration purposes.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting	Recruiting Management	User Permissions	<i>Recruiting Permissions</i>	<i>SFAPI Retrieve Candidate Permission</i>	Allows users to query candidate data. Typically this is granted to a dummy user, set up specifically for integration purposes.
Recruiting	Recruiting Management	User Permissions	<i>Recruiting Permissions</i>	<i>eSignature Sender Permission</i>	Allows recruiting operator user to send out online offers to candidates.
Recruiting	Recruiting Management	User Permissions	<i>Miscellaneous Permissions</i>	<i>Candidate Data Residency Log Record</i>	Allows users to view and export candidate data residency logs that are generated when candidate data is created or updated in the Russian data center, and then replicated to the global data center.
Recruiting	Recruiting Management	User Permissions	<i>Recruiting Permissions</i>	<i>SFAPI Insert Job Application Permission</i>	Allows users to insert job application data. Typically this is granted to a dummy user, set up specifically for integration purposes.
Recruiting	Recruiting Management	User Permissions	<i>Recruiting Permissions</i>	<i>SFAPI Update Job Application Permission</i>	Allows users to update job application permissions on applications. Typically this is granted to a dummy user, set up specifically for integration purposes.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	SFAPI Insert Job Requisition Permission	Allows users to insert job requisition permissions on requisitions. Typically this is granted to a dummy user, set up specifically for integration purposes.
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	SFAPI Update Job Requisition Permission	Allows users to update job requisition permissions on requisitions. Typically this is granted to a dummy user, set up specifically for integration purposes.
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	SFAPI Upsert Job Requisition Permission	Allows users to upsert job requisition permissions on requisitions. Typically this is granted to a dummy user, set up specifically for integration purposes.
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	SFAPI Retrieve Job Requisition Permission	Allows users to retrieve job requisition permissions on requisitions. Typically this is granted to a dummy user, set up specifically for integration purposes.
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	SFAPI Insert Job Code Permission	Allows users to insert job code permissions on requisition job code entity fields. Typically this is granted to a dummy user, set up specifically for integration purposes.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	SFAPI Update Job Code Permission	Allows users to update job code permissions on requisition job code entity fields. Typically this is granted to a dummy user, set up specifically for integration purposes.
Recruiting	Recruiting Permission	User Permissions	Recruiting Permissions	SFAPI Upsert Job Code Permission	Allows users to upsert job code permissions on requisition job code entity fields. Typically this is granted to a dummy user, set up specifically for integration purposes.
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	SFAPI Retrieve Job Code Permission	Allows users to retrieve job code permissions on requisition job code entity fields. Typically this is granted to a dummy user, set up specifically for integration purposes.
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	SFAPI Retrieve Job Posting Permission	Allows users to retrieve job posting permissions on requisition job postings. Typically this is granted to a dummy user, set up specifically for integration purposes.
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	SFAPI Retrieve Assessment Order Permission	Allows users to retrieve assessment order permissions on application assessments. Typically this is granted to a dummy user, set up specifically for integration purposes.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	SFAPI Update Assessment Report Permission	Allows users to update assessment report permissions on application assessments. Typically this is granted to a dummy user, set up specifically for integration purposes.
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	SFAPI Retrieve Job Applicant Permission	Allows users to retrieve job applicant permissions on application assessments. Typically this is granted to a dummy user, set up specifically for integration purposes.
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	Careers Tab Permission	Allows user to access the Careers page. This permission is granted automatically to all newly created users, but you can adjust it as required by your organization. Use it to restrict access to the Careers page to a given population.
Recruiting	Recruiting Permissions	User Permissions	Recruiting Permissions	Delete Job Requisitions	Allows users to delete a job requisition.
Recruiting	Recruiting Management	User Permissions	MDF Recruiting Permissions	MDF Object: Candidate Relationship Management Status Set	View Yes: Pipeline Status Structure dropdown shows list of pipelines. View No: Pipeline Status Structure dropdown is empty.
Recruiting	Recruiting Management	User Permissions	MDF Recruiting Permissions	MDF Object: Candidate Relationship Management Status Map	View Yes: Dropdown shows list of statuses that can be set as default. View No: Dropdown is empty.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting	Recruiting Management	User Permissions	MDF Recruiting Permissions	LinkedInIntegration Configuration	Allows user to access and update the LinkedInIntegrationConfiguration entity.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Detailed Requisition Reporting	Allows users to view Detailed Requisition Reporting .
Recruiting	Recruiting Administration	Administrator Permissions	Manage MDF Recruiting Objects	Recruiting User Personalization Object Configuration	Allows admins to configure objects in the Applicant Management tool.
Recruiting	Recruiting Administration	Administrator Permissions	Manage MDF Recruiting Objects	Recruiting User Personalization Field Configuration	Allows admins to configure fields in the Applicant Management tool.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Employee Referral Program Setup	Allows users to set up an employee referral program.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Edit Applicant Status Configuration	Allows users to edit the applicant status configuration.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Export New Hire Candidates	Allows users to export the records of candidates newly hired.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Manage Recruiting Custom Help Text	Allows users to manage custom Help instructions for Recruiting.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Manage Duplicate Candidates	Allows users to manage and purge duplicate candidate records.
Recruiting	Recruiting Administration Data Protection and Privacy	Administrator Permissions	Manage Recruiting	Manage external data privacy consent statements	Allows users to manage external data privacy consent statements.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Manage External Password Policy	Allows users to manage the external password policy.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Manage External User Accounts	Allows users to manage external user accounts.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting	Recruiting Administration Data Protection and Privacy	Administrator Permissions	Manage Recruiting	Manage internal data privacy consent statements	Allows users to manage internal data privacy consent statements.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Manage Job Posting Header and Footer	Allows users to manage the job posting header and footer.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Manage Offer Letter Templates	Allows users to manage offer letter templates.
Recruiting Onboarding 1.0	Recruiting Administration	Administrator Permissions	Manage Recruiting	Manage Onboarding Templates	Allows users to manage Onboarding templates. You can add or edit Recruiting email templates for Onboarding 1.0.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Manage Recruiting Email Templates	Allows users to manage recruiting email templates.
Recruiting	Recruiting Administration	User Permissions	Recruiting Email Templates	Contact Candidate email templates	<p>Allows users to select specified Recruiting email templates under Contact Candidate.</p> <p>Select All to give users access to all email templates of this type or select Others and choose specific templates.</p>
Recruiting	Recruiting Administration	User Permissions	Recruiting Email Templates	Offer Letter email templates	<p>Allows users to select specified Recruiting email templates under Offer Letter.</p> <p>Select All to give users access to all email templates of this type or select Others and choose specific templates.</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting	Recruiting Administration	User Permissions	Recruiting Offer Letter Templates	Enable Recruiting Offer Letter Templates	Allows users to view and select offer letter templates. Select "All" to give users access to all offer letter templates. Select "Others" to select specific offer letter templates.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Manage Recruiting Groups	Allows users to manage recruiting groups.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Manage Recruiting Languages	Allows users to manage recruiting languages.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Manage Recruiting Settings	Allows users to manage recruiting settings.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Manage Recruiting Sites	Allows users to manage recruiting sites.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Set up Company Information	Allows users to set up company information.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Set Up Internal Candidate Search	Allows users to set up an internal candidate search.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Set Up Job Board Options	Allows users to set up job board options.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Configure Legal Minimum Obligation Period	Allows users to configure legal minimum obligation period.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Delete Candidate	Allows users to delete candidate records. You can grant this permission only if the application status Deleted On Demand By Admin has been enabled for the related status set on the pipeline.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Manage Recruiting Team Settings	Allows users to manage recruiting team settings.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Configure Standardization Mapping	Allows users to configure standardization mapping.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Manage Assessment Vendors	Allows users to manage assessment vendors.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Set Up Recruiting Marketing Job Field Mapping	Allows users to set up Recruiting Marketing Job Field Mapping.
Recruiting	Recruiting Administration	Administrator Permissions	Manage MDF Recruiting Objects	Campaign Limits	Select any combination of Visibility: View, Actions: Edit and Import/Export, and Field Level Overrides, as desired.
Recruiting	Recruiting Management	Administrator Permissions	Manage MDF Recruiting Objects	MDF Objects: Candidate Relationship Management Status Candidate Relationship Management Status Map Candidate Relationship Management Status Set	Enables Candidate Relationship Management features.
Recruiting	Recruiting Administration	Administrator Permissions	Manage MDF Recruiting Objects	EmailBrandTemplate	Select any combination of Visibility: View, Actions: Edit and Import/Export, and Field Level Overrides, as desired.
Recruiting	Recruiting Administration	Administrator Permissions	Manage MDF Recruiting Objects	MarketingBrand	Select any combination of Visibility: View, Actions: Edit and Import/Export, and Field Level Overrides, as desired.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting	Recruiting Administration	Administrator Permissions	Manage MDF Recruiting Objects	MDF Object: Pool Limits	Select View, Actions: Edit and Import/Export, and Field Level Overrides, as desired.
Recruiting	Recruiting Administration	Administrator Permissions	Manage MDF Recruiting Objects	Recruiting Rules Assignment Configuration	Select View and Edit to enable users to configure business rules for Recruiting. Other permissions are optional.
Recruiting	Recruiting Permissions	Administrator Permissions	Manage Recruiting	Restore Deleted Job Requisitions	Allows users to restore a deleted job requisition.
Recruiting	Recruiting Permissions	User Permissions	Recruiting Permissions	Hide Careers Tab for Proxy User	When this permission is granted to a permission role, proxy users are prevented from viewing the Careers page for people in that role.
Recruiting	Recruiting Administration	Administrator Permissions	Manage Recruiting	Manage Multistage And Late Stage Application Preview	Allows users to access the Manage Multistage and Late Stage Application Preview from Admin Center.
Recruiting	Recruiting Posting	Administrator Permissions	Manage Recruiting	Manage Recruiting Posting	Allows admins to manage all Recruiting Posting settings, Recruiting users associations, Posting Profiles, Job Boards, and field mappings.
Recruiting	Recruiting Posting	User Permissions	Recruiting Permissions	Recruiting Posting Permission	Allows recruiters to post jobs using Recruiting Posting.
Recruiting	Career Site Builder	Administrator Permissions	Manage Recruiting	Manage Service Provider Configuration for Identity Authentication Service (IAS)	Allows administrators to configure Identity Provider (IDP) to enable Internal Career Site powered by Career Site Builder

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Data Protection and Privacy	Administrator Permissions	Admin Center Permissions	View Change Audit Configuration	Allows users to view configuration settings for Change Audit.
Platform	Data Protection and Privacy	Administrator Permissions	Admin Center Permissions	Edit Change Audit Configuration	Allows users to change configuration settings for Change Audit.
Platform	Data Protection and Privacy	Administrator Permissions	Admin Center Permissions	Generate Change Audit Reports	Allows users to create Change Audit reports. You can create change audit reports on personal data for Data Protection and Privacy or on other types of data for general audit purposes.
Platform	Data Protection and Privacy	Administrator Permissions	Manage Data Purge	Create DRTM Data Purge Request	Allows users to create and submit a DRTM purge request for Data Protection and Privacy.
Platform	Data Protection and Privacy	Administrator Permissions	Manage Data Purge	Manage and Approve DRTM Data Purge Request	Allows users to approve a DRTM purge request for Data Protection and Privacy.
Platform	Data Protection and Privacy	Administrator Permissions	Manage Data Purge	Remove Preview and Complete Reports for DRTM Data Purge Request	Allows users to delete old purge reports for DRTM purge requests.
Platform	Data Protection and Privacy	Administrator Permissions	Manage Data Purge	Additional access control based on DRTM-enabled countries or regions	Allows users to access purge reports or approve DRTM purge requests when the target data of a DRTM purge request is limited to countries or regions with DRTM enabled.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Data Protection and Privacy	User Permissions	Data Retention Management	[Dynamic permissions for each MDF object configured in the system that is related to DRTM data purge.]	<p>Allows users to manage configurations related to the DRTM data purge function for Data Protection and Privacy, using MDF tools.</p> <p>For each MDF object, you can control permissions to View Current, View History, Create, Insert, Correct, and Import/Export.</p> <p>Most MDF objects listed here are used to store data retention times for different types of data. There is also an object used to manage the Purge Freeze list.</p>
Platform	Data Protection and Privacy	Administrator Permissions	Admin Center Permissions	Enable Information on Data Subject	Allows users to configure and run the Data Subject Information Report, which compiles a list of all the personal data that has been stored on a particular employee.
Platform	Administration	Administrator Permissions	Admin Center Permissions	Access Manage Data Storage	Allow users to access Manage Data Storage .
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Copy Package	Allows users to copy Instance Sync packages between source and target.
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync Data Model	Allows users to sync data models between instances using Instance Sync tools.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync MDF Data	Allows users to sync MDF data between instances using Instance Sync tools.
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync Workflow	Allows users to sync EC Workflows between instances using Instance Sync tools.
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync Objectives	Allows users to sync goals between instances using Instance Sync tools.
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync Rating Scales	Allows users to sync rating scales between instances using Instance Sync tools.
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync Form Label Translations	Allows users to sync form label translations between instances using Instance Sync tools.
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync Competencies	Allows users to sync competencies between instances using Instance Sync tools.
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync Families and Roles	Allows users to sync families and roles between instances using Instance Sync tools.
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync Performance-Management Templates	Allows users to sync Performance Management templates between instances using Instance Sync tools.
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync Objective Templates	Allows users to sync Goal Management templates between instances using Instance Sync tools.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync Career-Development-Plan Templates	Allows users to sync Career Development Plan templates between instances using Instance Sync tools.
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync System Properties	Allows users to sync miscellaneous system settings between instances using Instance Sync tools.
Platform Onboarding	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync RBP Permission Roles	Allows users to sync RBP permission roles between instances using Instance Sync tools.
Platform Onboarding	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync RBP Permission Groups	Allows users to sync RBP permission groups between instances using Instance Sync tools.
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync Dashboard Settings	Allows users to sync Analytics dashboard settings between instances using Instance Sync tools.
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync MDF Picklists	Allows users to sync MDF picklists between instances using Instance Sync tools.
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync MDF Object Definitions	Allows users to sync MDF object definitions between instances using Instance Sync tools.
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync MDF Configuration UI	Allows users to sync MDF configuration UI settings between instances using Instance Sync tools.
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync MDF Rules	Allows users to sync MDF rules between instances using Instance Sync tools.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync Foundation Objects	Allows users to sync Foundation Objects between instances using Instance Sync tools.
Platform	Instance Management	Administrator Permissions	Manage Instance Refresh	Manage Refresh	Allows admin users to create a new refresh request, view history and track refresh request.
Platform	Instance Management	Administrator Permissions	Manage Instance Refresh	View Refresh Requests	Allows users restricted access of the Instance Refresh tool. Users can view history, track request but they can not create a new refresh request.
Platform	Presentations	Administrator Permissions	Manage Presentations	Manage Presentation	Allows users to access the Presentations feature.
Platform	Search	Administrator Permissions	Manage Action Search	Manage Action Search	Allows administrators to access the Manage Action Search and Configure Custom Navigation pages so that they can configure Action Search.
Platform	Search	Administrator Permissions	Manage Action Search	Allow non-English language users to search in English for Action Search (Including the Tools section of Admin Center)	Allows administrators to search actions using English in the global header or in the Tools section of Admin Center even if they log in with non-English language.
Platform	System Administration	Administrator Permissions	Admin Center Permissions	View or access Admin Alerts tile	Allows users to see the Admin Alerts tile on the Admin Center homepage.
Platform	Administration	Administrator Permissions	Admin Center Permissions	View or access Reports tile	Allows users to see the Reports tile on the Admin Center homepage.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Administration	Administrator Permissions	Configure Document Management	Configure Document Management	Allows users to set up the preferred document storage service, with either SAP SuccessFactors or a third-party vendor.
Platform	Administration	Administrator Permissions	Manage Security	Manage SAML SSO Settings	Allows users to manage SAML SSO settings, only in instances using SAP Cloud Platform Identity Authentication service.
Platform	Administration	Administrator Permissions	Manage System Properties	Manage Home Page	Allows users to access the Manage Home Page screen and use it to configure the home page.
Platform	Administration	Administrator Permissions	Manage System Properties	To-Do Admin	Allows users to manage to-do settings.
Platform Employee Central	Administration Employee Delta Export Add-In for Microsoft Excel	Administrator Permissions	Manage System Properties	Picklist Management and Picklists Mappings Set Up	<p>Allows users to manage picklists in the system.</p> <p>Allows users to extract picklist data from the Employee Central backend using the Compound Employee API.</p>
Platform	Administration	Administrator Permissions	Manage System Properties	IP Restriction Management	Allows users to control which IP addresses can be used to access the system, using the IP Restriction Management page.
Platform	Administration	Administrator Permissions	Manage System Properties	View Provisioning Access	Allows users to view Provisioning accounts and "super admin" accounts with access to the system.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Administration	Administrator Permissions	Manage System Properties	Control Provisioning Access	Allows users to manage which Provisioning accounts can be used to access the system.
Platform	Administration	Administrator Permissions	Manage System Properties	Text Replacement	Allows users to enable languages, create custom locales, and change UI text, using the Text Replacement and Manage Languages tools.
Platform	Administration	Administrator Permissions	Manage User	Manage Support Access	Allows users to manage users with secondary login access to the system, using the Manage Support Access page.
Platform Employee Central Employee Central Payroll Onboarding 1.0	Employee Profile Data Replication Monitor Job Profile Builder	User Permissions	General User Permission	Live Profile Access	Allows users to access the People Profile page. It also allows users to access People Profile from data replication records in the Employee Central Data Replication Monitor. The Data Replication Monitor is used in employee master data, organizational assignment, and time data replication from Employee Central.
Platform Employee Central Employee Central Payroll	Employee Profile	Administrator Permissions	Manage System Properties	Configure People Profile	Allows users to access the profile configuration tool so that they can configure the content and layout of the People Profile.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Employee Profile	Administrator Permissions	Manage System Properties	Manage Badges	Allows users to create and manage custom badges, for same-level to same-level recognition on the employee profile.
Platform	Administration Integration Center	Administrator Permissions	Admin Center Permissions	Read Execution Manager Events	Allows users to access the main dashboard and view success/fail information.
Platform	Administration Data Protection and Privacy Integration Center	Administrator Permissions	Admin Center Permissions	Read Execution Manager Event Payload or Event Report	Allows users to view the payload for each event in a process, including user data, to assist in troubleshooting errors. This permission is required to set up the Information Report for Data Protection and Privacy.
Platform	Integration	Administrator Permissions	Admin Center Permissions	Data Access for One Inbox Integration	Don't use this permission or assign it to anyone. It's only used internally for integration with SAP One Inbox.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Administration	Administrator Permissions	Manage System Properties	Platform Feature Settings	<p>Allows users to do the following:</p> <ul style="list-style-type: none"> • Enable major platform features, such as Employee Profile or User Directory, and to configure other platform-related settings. • Access the PGP Key Management page where they can specify the encryption keys. • View the Application Security Feature Settings admin page. To change the settings, users must have the Application Security Feature Settings permission.
Platform Recruiting Onboarding 1.0	Mobile Recruiting Management Employee Profile	User Permissions	General User Permission	Mobile Access	Allows users to access the SAP SuccessFactors Mobile app on their iOS or Android mobile devices.
Onboarding	Employee Central	Administrator Permissions	Manage Business Configuration	Select the options you need for your scenario	Allows users to use the Business Configuration UI, where you can make changes to the Succession Data Model directly, without accessing Provisioning.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Document Generation	Administrator Permissions	Manage Document Generation	Manage Document Template	Allows users to view and edit the document template.
Onboarding	Document Generation	Administrator Permissions	Manage Document Generation	Manage Document Template Mapping	Allows users to map document template variables.
Onboarding	Document Generation	Administrator Permissions	Manage Document Generation	Generate All Documents as Admin	Allows users to trigger document generation for users from the Document Generation – Generate Document page.
Onboarding	Document Generation	User Permissions	Manage Document Generation Templates	Generate Documents(All)	Allows users to trigger document generation in the Generate Document dialog of Take Action for a target user.
Onboarding	Employee Central	User Permissions	Employee Central Effective Dated Entities	Select applicable permissions from the list.	Provides access to view or edit effective dated entities in Employee Central. Full permission recommended for: <ul style="list-style-type: none"> • Hiring manager • Hiring manager's manager • Future manager • Onboarding coordinator • HR admin • System admin
Onboarding	Object Permissions	Administrator Permissions	Onboarding or Offboarding Object Permissions	Onboarding Program	Enables participants to configure the Onboarding Program welcome message. Allows you to view and edit the default welcome message. Full permission recommended for Hiring Manager role.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Document Template	Enables participants to view or edit document template. It also provides View permission to all the users who would be using the e-Signature solution. View permission recommended for: * Hiring manager * Hiring manager's manager * Onboarding coordinator * HR admin
Onboarding	Onboarding/Offboarding	User Permissions	Onboarding or Offboarding Permissions	Show Compliance Forms Status on the Dashboard	Allows you to view the status of the compliance forms on the dashboard.
Onboarding	Onboarding/Offboarding	User Permissions	Onboarding or Offboarding Permissions	Show Onboarding Tasks Status on the Dashboard	Allows you to view the status of the onboarding tasks on the dashboard.
Onboarding	Onboarding/Offboarding	User Permissions	Onboarding or Offboarding Permissions	Show Data Collection Status in Dashboard	Allows you to view the data collection status on the dashboard.
Onboarding	Onboarding/Offboarding	User Permissions	Onboarding or Offboarding Permissions	Show Form I-9 and E-Verify Status on the Dashboard	Allows you to view the status of Form I-9 and E-Verify on the dashboard.
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Admin Object Permissions	EverifyConfig	Allows you to enable E-Verify feature.
Onboarding	Instance Management	Administrator Permissions	Manage Instance Synchronization	Sync MDF Picklist	Allows you to sync MDF picklists between two instances. You need this permission to trigger email notifications with dynamic group recipient builder.
Onboarding	Object Permissions	Administrator Permissions	Manage Onboarding or Offboarding	Enable Object Visibility for External Hires	Allows you to make objects visible to new hires during the Personal Data Collection step.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Object Permissions	Administrator Permissions	Onboarding or Offboarding Admin Object Permissions	FieldMetaOverrideConfiguration	Allows you to override the default configurations in compliance forms
Onboarding	Object Permissions	Administrator Permissions	Onboarding or Offboarding Admin Object Permissions	Onboarding Read Access Logging Configuration	Allows you to configure fields as Sensitive Personal Data (SPD) fields.
Onboarding	Onboarding/Offboarding	Administrator Permissions	Onboarding or Offboarding Admin Object Permissions	Trigger I-9 Flow	Allows you to trigger the Form I-9 flow.
Onboarding	Onboarding/Offboarding	Administrator Permissions	Manage Onboarding or Offboarding	Administrate Onboarding or Offboarding content	Allows users to manage Onboarding content, including configuration settings and document templates.
Onboarding	Onboarding/Offboarding	Administrator Permissions	Manage Onboarding or Offboarding	Cancel Onboarding Permission	<p>Allows participants to cancel Onboarding process flows. Full permission is recommended for:</p> <ul style="list-style-type: none"> • Hiring manager • Hiring manager's manager • Onboarding coordinator • HR admin • System admin
Onboarding	Onboarding/Offboarding	Administrator Permissions	Manage Onboarding or Offboarding	Permission to Cancel Offboarding	Allows users to cancel Offboarding processes.
Onboarding	Object Permissions	Administrator Permissions	Onboarding or Offboarding Admin Object Permissions	ONB2ActivitiesConfig	Allows users to configure and manage the onboarding tasks used in onboarding programs in your system.
Onboarding	Object Permissions	Administrator Permissions	Onboarding or Offboarding Admin Object Permissions	Onboarding Program	Allows users access to view and edit permissions to manage Onboarding programs.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Object Permissions	Administrator Permissions	Onboarding or Offboarding Admin Object Permissions	Onboarding Admin Configuration Item	Allows users to configure SAP SuccessFactors eSignature or DocuSign if required for an electronic signature.
Onboarding	Object Permissions	Administrator Permissions	Onboarding or Offboarding Admin Object Permissions	ONB2ProcessVariant	Allows users to view and edit permissions to manage different business processes.
Onboarding	Object Permissions	Administrator Permissions	Onboarding or Offboarding Admin Object Permissions	ONB2ProcessVariantStep	Allows users to edit the Process Variant Manager steps.
Onboarding	Object Permissions	Administrator Permissions	Onboarding or Offboarding Admin Object Permissions	Onboarding Configuration	Allows users to configure the e-Signature settings and to manage the Onboarding programs.
Onboarding	Object Permissions	Administrator Permissions	Onboarding or Offboarding Admin Object Permissions	ComplianceConfiguration	Allows users to enable or disable Compliance features.
Onboarding	Object Permissions	Administrator Permissions	Onboarding or Offboarding Admin Object Permissions	AustraliaSuperannuationConfig	Allows users to configure the superannuation fund in the Australia Compliance flow.
Onboarding	Onboarding/Offboarding	Administrator Permissions	Manage Onboarding or Offboarding	Update New Hire Data for External HRIS	Allows users to use the onb2UpdateFromExternalHris API to upsert data.
Onboarding	Onboarding/Offboarding	Administrator Permissions	Manage Onboarding or Offboarding	Access New Hire Data Permission	Allows users to view and edit the new hire data.
Onboarding	Onboarding/Offboarding	Administrator Permissions	Manage Onboarding or Offboarding	Initiate Onboarding API Permission	Allows users to initiate Onboarding through Odata API.
Onboarding	Onboarding/Offboarding	Administrator Permissions	Manage Onboarding or Offboarding	Restart Onboarding Permission	Allows users to restart onboarding processes.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Object Permissions	Administrator Permissions	Onboarding or Offboarding Admin Object Permissions	ONB2ActivityResponsible	Allows users to assign responsible roles for the onboarding activities in your system.
Onboarding	Object Permissions	Administrator Permissions	Onboarding or Offboarding Admin Object Permissions	ONB2FormTemplate	Allows users to manage form templates.
Onboarding	Object Permissions	Administrator Permissions	Onboarding or Offboarding Admin Object Permissions	ONB2ResponsibilityConfig	Allows users to configure responsible roles for the Onboarding and Offboarding tasks in your system.
Onboarding	Object Permissions	Administrator Permissions	Onboarding or Offboarding Admin Object Permissions	ONB2OffboardingActivitiesConfig	Allows users to configure and manage the Offboarding tasks used in Offboarding programs in your system.
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Admin Object Permissions	Document Template	<p>Allows users to view or edit document template, and also provides View permission to all the users who would be using the e-Signature solution.</p> <p>View permission is recommended for:</p> <ul style="list-style-type: none"> • Hiring manager • Hiring manager's manager • Onboarding coordinator • HR admin
Onboarding	DocuSign eSignature	Administrator Permissions	Configure DocuSign eSignature	Configure DocuSign eSignature	Allows users to access the admin tool for configuring the DocuSign eSignature.
Onboarding	ERP Integration	User Permissions	Employee Data	Employment Details MSS	Allows the new hires to view the compliance forms.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	ERP Integration	User Permissions	Employee Data	Employment Details Edit	Allows the new hires to edit the compliance forms.
Onboarding	DocuSign eSignature	Administrator Permissions	Configure DocuSign eSignature	Manage DocuSign envelopes	Allows users to access the admin tool for managing DocuSign envelopes.
Onboarding	MDF	Administrator Permissions	Metadata Framework	Manage Sequence	Allows users to access required processes related to MDF objects.
Onboarding	Employee Data	User Permissions	Employee Data	▶ Event Reasons ▶ New Hire (NEW_HIRE) ▶	Allows the hiring manager to view the new hire user record in Employee Central.
Onboarding	Document Management	Administrator Permissions	Configure Document Management	Configure Document Management	Allows users the necessary access to manage documents related to Onboarding and Offboarding .
Onboarding	Recruiting Management	User Permissions	Recruiting Permissions	Recruit-to-Hire Data Mapping	Allows users to map fields for the recruit-to-hire process.
Onboarding	Object Permissions	User Permissions	Onboarding Object Permissions	Select the options that best fit your scenario	The permissions you select determine the level of access for each type of onboarding task.
Onboarding	Goal Plans	User Permissions	Goals	New Group Goal Creation	Allows users to create Group Goals.
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Select the options that best fit your scenario	The permissions you select, determine the level of access for each type of onboarding task.
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	OnboardingInfo	Allows users to track the details of onboarding, offboarding, internal hiring, or rehiring activities based on the information stored in the OnboardingInfo object in Onboarding.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Message Task	<p>Allows users to view, set, and update the Welcome Message for the new hire.</p> <p>Full permission is recommended for:</p> <ul style="list-style-type: none"> Hiring manager Hiring manager's team
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Central Orientation Meeting	<p>Allows users to schedule Central Orientation meetings.</p>
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Buddy Task	<p>Allows users to view or edit Assign a Buddy activity.</p> <p>Full permission recommended for:</p> <ul style="list-style-type: none"> Hiring manager
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Configuration for Prepare for Day One Task	<p>Allows users to view or modify the configuration for Prepare for Day One Task.</p> <p>Full permission recommended for:</p> <ul style="list-style-type: none"> Hiring manager
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	ONB2DashboardFilter	<p>Allows users to view or modify the dashboard filter.</p> <p>Full permission recommended for:</p> <ul style="list-style-type: none"> Hiring manager

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Onboarding data collection configuration	<p>Allows users to view or modify data collection configurations.</p> <p>Full permission recommended for:</p> <ul style="list-style-type: none"> Hiring manager
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	ONB2EVerifyData	<p>Allows users to view or modify Onboarding E-Verify Forms.</p> <p>Full permission recommended for:</p> <ul style="list-style-type: none"> Hiring manager
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	ONB2I9Data	<p>Allows users to view or modify Onboarding I9Forms.</p> <p>Full permission recommended for:</p> <ul style="list-style-type: none"> Hiring manager
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	ONB2ProcessResponsible	<p>Enables you to view and modify ONB2Process-Responsible object. The ONB2Process-Responsible object allows you to set responsible users for various onboarding tasks, for example, new hire tasks, and review new hire data.</p> <p>Full permission recommended for:</p> <ul style="list-style-type: none"> Hiring manager

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Recommended People Task	<p>Allows users to view, add, or remove recommended people for new hire.</p> <p>Full permission recommended for:</p> <ul style="list-style-type: none"> Hiring manager
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Recommended Link Task	<p>Allows users to view or modify recommended links.</p> <p>Full permission recommended for:</p> <ul style="list-style-type: none"> Hiring manager
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Equipment Task	<p>Allows users to view/edit furnished equipment orders.</p> <p>Full permission is recommended for:</p> <ul style="list-style-type: none"> Hiring manager
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Meeting Task	<p>Allows users to schedule meetings.</p> <p>Full permission is recommended for:</p> <ul style="list-style-type: none"> Hiring manager
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Goal Task	<p>Allows users to set up goals.</p> <p>Full permission is recommended for:</p> <ul style="list-style-type: none"> Hiring manager
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Checklist Task	<p>Allows users to create a checklist.</p>
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Prepare for Day One Task	<p>Allows users to view or edit supplemental items.</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Object Permissions	User Permissions	<i>Onboarding or Offboarding Object Permissions</i>	<i>Where To Go Task</i>	Allows users to view or edit supplemental item locations.
Onboarding	Object Permissions	User Permissions	<i>Onboarding or Offboarding Object Permissions</i>	<i>Document Flow</i>	<p>Allows users to view or edit paperwork status.</p> <p>View permission recommended for:</p> <ul style="list-style-type: none"> • Hiring manager • Hiring manager's manager • Onboarding coordinator • HR admin
Onboarding	Object Permissions	User Permissions	<i>Onboarding or Offboarding Object Permissions</i>	<i>Process</i>	<p>Allows users to access new hire's details on the Dashboard.</p> <p>Full permission is recommended for:</p> <ul style="list-style-type: none"> • Hiring manager • Hiring manager's manager • Onboarding coordinator • HR admin • System admin

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Object Permissions	User Permissions	<i>Onboarding or Offboarding Object Permissions</i>	<i>Process Trigger</i>	<p>Allows users to trigger Onboarding and Offboarding process flow.</p> <p>Full permission is recommended for:</p> <ul style="list-style-type: none"> • Hiring manager • Hiring manager's manager • Onboarding coordinator • Offboarding coordinator • HR Admin • System Admin

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Asset Task	<p>Allows users to list and track the organization's assets that the employees leaving the organization must return before their last working day.</p> <p>Full permission is recommended for:</p> <ul style="list-style-type: none"> • Hiring manager • Hiring manager's manager • Onboarding coordinator • Offboarding coordinator • HR Admin • System Admin <div> <p>→ Recommendation</p> <p>Enable Offboarding for the Asset task to appear.</p> </div>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Document Data	<p>Allows users to view or edit New Hire data, and also provides View permission to all the users who would be using the e-Signature solution.</p> <p>View permission is recommended for:</p> <ul style="list-style-type: none"> • Hiring manager • Hiring manager's manager • Onboarding coordinator • HR admin
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Knowledge Transfer Plan	<p>Allows users to view or modify knowledge transfer plan.</p> <p>Full permission is recommended for:</p> <ul style="list-style-type: none"> • Hiring manager
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Knowledge Transfer Task	<p>Allows users to view or modify knowledge transfer task activity.</p> <p>Full permission is recommended for:</p> <ul style="list-style-type: none"> • Hiring manager
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	ONB2ScheduledMessageActivity	<p>Allows users to view or modify the Farewell message.</p> <p>Full permission is recommended for:</p> <ul style="list-style-type: none"> • Hiring manager

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Equipment Type	<p>Allows users to view and edit equipment types.</p> <p>Full permission is recommended for:</p> <ul style="list-style-type: none"> Hiring manager
Onboarding	Object Permissions	User Permissions	Onboarding or Offboarding Object Permissions	Equipment Type Value	<p>Allows users to view and edit equipment type value.</p> <p>Full permission is recommended for:</p> <ul style="list-style-type: none"> Hiring manager
Onboarding	Email Framework Permissions	Administrator Permissions	Configure Email Framework Permissions	Configure Email Categories	Email category represents a certain email template group, such as the Buddy Category: category for buddy assignment and removal. It also includes rules for building email message attributes, such as recipient and content.
Onboarding	Email Framework Permissions	Administrator Permissions	Configure Email Framework Permissions	Configure Email Triggers	Triggers can be applied as rules for sending emails. For example, Buddy Assignment Cancellation Trigger: Notify the assigned buddy that the task has been reassigned to a different colleague.
Onboarding	Email Framework Permissions	Administrator Permissions	Configure Email Framework Permissions	Configure Email Templates	Email Template provides a specific email form generated by certain conditions and rules.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Email Framework Permissions	Administrator Permissions	Configure Email Framework Permissions	Configure Audit Trail	Allows users to display a list of emails sent by the system. Available Actions include: View Email, Resend, and Display Details.
Onboarding	Email Framework Permissions	Administrator Permissions	Configure Email Framework Permissions	Allow Resend Emails	Allows users to trigger new reminder emails and complete or edit the To and CC fields.
Onboarding	Object Permissions	Administrator Permissions	Email Framework Object Permissions	EmailMessage	Allows users the necessary access to manage email messages sent by the system.
Onboarding	Object Permissions	Administrator Permissions	Email Framework Object Permissions	EmailReminderState	Allows users the necessary access to manage email reminders to be sent to the On-boardee/Employee. These objects track an email's reminder status and its last sent timestamp.
Onboarding	Object Permissions	Administrator Permissions	Email Framework Object Permissions	EmailTemplate	Allows users the necessary access to manage email forms (or templates) present in the system.
Onboarding	Object Permissions	Administrator Permissions	Email Framework Object Permissions	EmailTrigger	Allows users the necessary access to manage email rules used for sending different types of emails to the New Hire/Employee.
Onboarding	Object Permissions	Administrator Permissions	Email Framework Object Permissions	EmailTriggerCategory	Allows users the necessary access to manage categories of emails that are triggered by the system.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Business Process Engine	Administrator Permissions	Manage Business Process Engine	Process Management	Allows users to grant access to the BPE: Monitor Process.
Onboarding	Compliance	User Permissions	Compliance Object Permissions	Compliance User Data	Allows new hires to enter data and save a compliance form.
Onboarding	Compliance	User Permissions	Compliance Object Permissions	Compliance Form Signature	Allows users to add a signature to a compliance form.
Onboarding	Employee Central	User Permissions	Employee Central Effective Dated Entities	Location Job Classification	In Job Information, set the fields for Job Title and Location to visible if you use the People Search in People-Profile enabled systems.
Onboarding	Employee Central	User Permissions	Employee Data	First Name Last Name Status	Allows users to view the new hire's first name, last name, and status on the Onboarding dashboard.
Onboarding	Object Permissions	User Permissions	Onboarding Object Permissions	Select the options that best fit your scenario.	The permissions you select, determine the level of access for each type of onboarding task.
Onboarding	Manage Onboarding/Offboarding	Administrator Permissions	Manage On/Offboarding	Manage Onboarding Permission	Allows users to view the Onboarding or On/Offboarding tab in the main SAP SuccessFactors HCM menu. Also allows access to the Onboarding application work queue.
Onboarding	Onboarding/Offboarding	User Permissions	Onboarding or Offboarding Permissions	Complete Data Collection Tasks	Allows users to complete the data collections tasks on behalf of the new hire.
Onboarding	Onboarding/Offboarding	User Permissions	Manage Onboarding or Offboarding	Delegate Onboarding Task Permission	Allows users to delegate a new hire task or a custom task from their queue.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding	Onboarding/Offboarding	User Permissions	Onboarding or Offboarding Permissions	Access Additional Onboarding Data Permission	Allows users to view the new hire's additional onboarding data.
Onboarding	Onboarding/Offboarding	User Permissions	Onboarding or Offboarding Permissions	Document Category Access	Allows users to access all document categories or to specific document categories.
Onboarding	Onboarding/Offboarding	User Permissions	Onboarding or Offboarding Permissions	View Documents Permission	Allows users to view the documents that are generated using XDP and PDF templates.
Onboarding	Onboarding/Offboarding	Administrator Permissions	Manage Hires	Rehire Inactive Employee (by 'match' in New Hire)	Allows users to view the details of former employees who are identified as potential matches for rehire on old employment information. With this permission, users can also view the details of rehires on old employment on the Manage Pending Hires page.
Onboarding	Onboarding/Offboarding	Administrator Permissions	Manage Hires	Rehire Inactive Employee with New Employment (by 'match' in New Hire)	Allows users to view the details of former employees who are identified as potential matches for rehire with new employment. With this permission, users can also view the details of rehires with new employment information on the Manage Pending Hires page.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Onboarding 1.0	Manage Onboarding/Offboarding 1.0	Administrator Permissions	Manage On/Offboarding 1.0	Manage field mapping tool for Employee Central	Allows users to access the Admin Center Field Mapping tool for Onboarding/Offboarding EC Integration tool to define field mappings for integrating Onboarding/Offboarding 1.0 with Employee Central.
Onboarding 1.0	Manage Onboarding/Offboarding 1.0	Administrator Permissions	Manage On/Offboarding 1.0	Manage Onboarding additional content	Allows users to access the Configure new hire activity planning process, Maintain Central Orientation Meetings, and Maintain Lists of Items to Bring tools in Admin Center.
Recruiting Onboarding 1.0	Recruiting Management	User Permissions	Recruiting Permissions	Onboarding Initiate Permission	Allows users to initiate onboarding for a candidate in RCM. After Onboarding is successfully initiated, an Onboarding activity is created for the candidate in Onboarding.
Recruiting Onboarding 1.0	Recruiting Management	User Permissions	Recruiting Permissions	Onboarding Update Permission	Allows users to update the Onboarding activity for customers using Recruiting Management – Verifications Inc. integration.

 **Note**
This permission is not relevant for SAP SuccessFactors HCM Onboarding.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting Onboarding 1.0	Recruiting Management	Administrator Permissions	Manage Recruiting	Set Up Onboarding Integration	Allows users to define field mappings for the RCM entity templates: Job Requisition, Job Offer, and Job Application. If you're using Intelligent Services, you get options for propagating RCM updates to Onboarding and reassigning ongoing Onboarding activities.
Platform	API	Administrator Permissions	Manage Integration Tools	Access to API Center	Allows users to access the API Center.
Onboarding 1.0	Employee Profile	User Permissions	General User Permission	SAP Jam Access	Allows users to access the SAP SuccessFactors JAM page.
Recruiting	MDF Recruiting	User Permissions	MDF Recruiting Permissions	MDF Objects For Candidate Relationship Management: Campaign CampaignContent CampaignContent CampaignRecipient Candidate Follow CandidateActivity	View: Quickcard icon is displayed if the information already exists. Otherwise, nothing is displayed. View and Edit: Quickcard icon is displayed if the information already exists. Otherwise a Create icon is displayed. Import/Export: Enables you to use standard MDF framework import and export functionality for that object. Field Level Overrides: Enables you to set View or Edit permissions for individual fields.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	Background Check Initiate Permission Background Check Update Permission	<p>The Background Check Initiate Permission allows users to initiate background checks that are sent out to vendors.</p> <p>The Background Check Update Permission allows users to update background check status</p>
Recruiting	Recruiting Management	User Permissions	MDF Recruiting Permission	MDF Objects: Campaign Pool Pool Member	Enables talent pool features for Candidate Relationship Management.
Recruiting	Recruiting Management	User Permissions	MDF Recruiting Permissions	MDF Object: Pool	<p>Edit Yes: Create Talent Pool link is visible and active (clickable). The Talent Pool popup is opened in Edit mode. Edit link is always active, and dynamically opens the Talent Pool popup in Edit mode (Owner only) or Read-only mode (other users).</p> <p>Edit No:</p> <p>Create Talent Pool link is hidden. Talent Pool popup is opened in read-only mode (see items under View Talent Pool).</p> <p>Row-Level (Sharing) Permission: Owner only</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting	Recruiting Management	User Permissions	MDF Recruiting Permissions	MDF Object: Share Pool with Group	<p>View Yes: Link is visible and active (clickable). Share with Groups popup can be opened, showing list of recruiting groups with which this pool is shared.</p> <p>View No: Link is visible but inactive (grayed-out). User cannot open Share with Groups popup.</p> <p>Edit Yes: Add button is active. Stop Sharing icon is active.</p> <p>Edit No: Add button is grayed out. Stop Sharing icon is grayed out. List of recruiting groups with which this pool is shared is visible and Search Group Name is active.</p> <p>Row-Level (Sharing) Permission: Owner only</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting	Recruiting Management	User Permissions	MDF Recruiting Permissions	MDF Object: Share Pool with User	<p>View Yes: Link is visible and active (clickable). Share with People popup can be opened, showing list of users with whom this pool is shared.</p> <p>View No: Link is visible but inactive (grayed-out). User cannot open Share with People popup.</p> <p>Edit Yes: Add button is active. Stop Sharing icon is active.</p> <p>Edit No: Add button is grayed out. Stop Sharing icon is grayed out. List of users this pool is shared with is visible and first name-last name search is active.</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting	Recruiting Management	User Permissions	MDF Recruiting Permissions	CRM Saved Search	<p>View Yes: Makes List of Saved Searches visible and editable on the Talent Pool user interface. List of saved searches link is visible and active. Backend Utility (CRMSavedSearch permission check) is required. Saved Searches popup can be opened, showing list of saved search criteria associated with this pool.</p> <p>View No: List of saved searches link is visible but inactive (grayed-out). User cannot open Saved Searches popup.</p> <p>Edit Yes: Add button is active. Remove icon is active.</p> <p>Edit No: Add button is grayed out. Remove icon is grayed out. List of associated searches for this pool is visible and search is active.</p> <p>CRM Saved Search audit: No</p>
Recruiting	Recruiting Management	Administrator Permissions	In Manage Permission Roles , create a role named Admin.	Recruiting Permission	An Admin role is created

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting	Recruiting Management	Administrator Permissions	Add the Admin user to the Admins group. For the permission changes to take effect, log out, close the browser, and log back in.	Recruiting Permission	The Admin role is added to the Admins group.
Recruiting	Recruiting Management	User Permissions	In Manage Employee Import , grant a user the ability to access the link and upload a CSV file of test users.	Recruiting Permission	Allows users to access the link and upload a CSV file of test users.
Recruiting	Recruiting Management	User Permissions	In Language Packs , select the languages for Recruiting	Recruiting Permission	Designates the languages for Recruiting
Recruiting	Recruiting Management	Administrator Permissions	Metadata Framework Select all.	Recruiting Permission	Allows administrators to access Recruiting Management.
Recruiting	Recruiting Management	User Permissions	Company Settings Click Employee Central Foundation Objects.	Recruiting Permission	Enables Employee Central Foundation Objects. Required for manually migrating job classification objects to MDF Generic Objects.
Recruiting	Recruiting Management	Administrator Permissions	Recruiting Permissions	Odata API RCMAApplication Export	Grants OData API permissions to an Admin.
Recruiting	Recruiting Management	Administrator Permissions	Recruiting Permissions	OData API Job Offer Export OData API Job Offer Create OData API Job Offer Update OData API Offer Letter Export OData API Offer Letter Create	Grants permissions to query, create, and update job offers using OData APIs. Grants permissions to query and create offer letters using OData APIs.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	OData API Application Create and Update Validation Bypass for Required Fields	<p>Validations for required fields are ignored so that users can skip them when creating and updating job applications using OData API.</p> <p>Grant create and update permission to users.</p>
Recruiting	Career Site Builder	User Permissions	Recruiting Permissions	Recruiting Marketing Advanced Analytics Permission Access Advanced Analytics with Details Recruiter RMK SSO Permission Job Marketing	Enables Advanced Analytics and allows users to access the drill to details option when Access Advanced Analytics with Details permission is enabled.
Recruiting	Recruiting Management	Administrator Permissions	Manage Recruiting	Set Up Job Boards Permission	Sets options for job boards.
Recruiting	Recruiting Management	Administrator Permissions	Manage Recruiting	Manage Detailed Requisition Reporting Privileges permission	Enables Detailed Requisition Reporting Privileges .
Recruiting	Recruiting Management Recruiting Administration	Administrator Permissions	Manage Recruiting	Set Up Agency Access	Enables the Set Up Agency Access page to appear in the Admin Center. Administrator can then use this page to set up new agencies and grant permission to roles. Agency users can then log in using the Agency portal.
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	Mass Upload Candidate Resumes	Allows users to mass upload candidate resumes. Follow instructions in the guide on how to enable this permission.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Recruiting	Recruiting Management	User Permissions	Recruiting Permissions	Bulk Create Candidates from .CSV File	Allows users to bulk create candidate profiles from .CSV files. Follow instructions in the guide on how to enable this permission.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Integration Center	Administrator Permissions	<i>Manage Integration Tools</i>	<i>Allow users to execute "Application/UI" or "Event-based" Integrations</i>	Allows users to trigger any application or Intelligent Service event-based integration. For example, to do a background check of a candidate before actually scheduling an interview, you need to have an Application/UI triggered integration created and mapped to a corresponding background check vendor. Enable <i>Allow users to execute "Application/UI" or "Event-based" Integrations</i> permission to a Recruiter role to run any Application/UI based integration.

Note

You don't need these Integration Center permissions to trigger any application or Intelligent Service event-based integration:

- Admin access to MDF OData API
- Access to Integration Center

Solution	Component	Permission Section	Permission Category	Permission Name	Result
					<ul style="list-style-type: none"> Access to non-Secured Objects <p>You do, however need to enable them to use Integration Center for modeling and executing the integration.</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Integration Center	Administrator Permissions	Manage Integration Tools	Read Security Center artifacts using API	Allows users to access and read security artifacts (like configuring outbound OAuth, generating OAuth X509 key, and so on) maintained in Security Center . This permission is only for API access and not for Security Center UI access. There is no change in permissions for Security Center UI access.

Note

You don't need these Integration Center permissions to access Security Center artifacts:

- Admin access to MDF OData API
- Allow Admin to Access OData API through Basic Authentication
- Access to Integration Center

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Document Management	Administrator Permissions	Manage Documents	Manage Documents	Allows administrators to manage document attachments centrally for the HCM suite, using the Manage Documents page.
Platform	Document Management	Administrator Permissions	Configure Document Management	Configure Document Management	Allows administrators to configure document management settings and set up integration with third-party storage vendors like OpenText.
Platform	Document Management	Administrator Permissions	Manage Document Categories	Configure Document Management	Allows users to determine which categories of documents your users have access to.
Employee Central	Workflows	User Permissions	Manage Workflows	Prevent Quick Approval for Workflow	Prevents users from mass approving their workflow requests in the Approve Requests dialog box or on the My Workflow Requests page. They must open each workflow request, review the details, and approve it individually on the Workflow Details page.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform Employee Central	Administration Workflows	Administrator Permissions	Admin Alerts Object Permissions	Invalid Approvers in Employee-Related Workflows	<p>Allows administrators to view and access employee-related workflows with invalid approvers from the Admin Alerts tile on the Admin Center homepage.</p> <p>Users without the permission can process the same workflows in the old Admin Alerts. When the permission is granted, the workflows move over to the latest Admin Alerts.</p>
Platform Employee Central	Administration Workflows	Administrator Permissions	Admin Alerts Object Permissions	Invalid Dynamic Role Users	<p>Allows administrators to view and access invalid users included in dynamic roles from the Admin Alerts tile on the Admin Center homepage.</p> <p>Users without the permission can process the same invalid users in the old Admin Alerts. When the permission is granted, the alert items move over to the latest Admin Alerts.</p>

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform Employee Central	Administration Workflows	Administrator Permissions	Admin Alerts Object Permissions	Stalled Workflows - Employee Related	<p>Allows administrators to view and access stalled employee-related workflows from the Admin Alerts tile on the Admin Center homepage.</p> <p>Users without the permission can process the same workflows in the old Admin Alerts. When the permission is granted, the workflows move over to the latest Admin Alerts.</p>
Reporting	Ad Hoc Reports	User Permissions	Reports Permission	Ad Hoc Report Builder Standard Reports Bin (Employee Central Customers Only)	Allows users to run Ad Hoc Report Builder standard reports (does not include BIRT standard reports)
Reporting	Report Center	User Permissions	Reports Permission	Report Center	Allows users to view the Report Center page, and the consolidated list of all Tiles, Dashboards, Table reports, and Canvas reports on the Report Center page.
Reporting	Report Center	User Permissions	Reports Permission	Schedule Reports	Allows users to schedule reports they own or are shared with them, and to edit the schedules they have created.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Reporting	Classic View	User Permissions	Reports Permission	Classic Reports	Allows users to run the SAP SuccessFactors classic reports. Classic reports are not part of Report Center, and you can disable this permission if you no longer use Classic Reports.
Reporting	Classic View	User Permissions	Reports Permission	List View	Allows users to run a set of List View reports. List View reports are not part of Report Center, and you can disable this permission if you no longer use List View reports.
Reporting	Classic View	User Permissions	Reports Permission	Spotlight View	Allows users to access and run a set of Spotlight View reports for the data sets you select.
Reporting	Classic View	User Permissions	Reports Permission	Spreadsheet Report Privilege	Allows users to access and run Spreadsheet Reports.
Platform	Insights	User Permissions	Reports Permission	Insights	Allows users to see the Insights
Reporting	Story Report	User Permissions	Reports Permission	Create Story	Allows users to create, edit, delete, share, import, export, duplicate, schedule, and add labels to Story reports. Users can work with the data from schemas selected for this permission.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Reporting	Table Report Custom Report	Administrator Permissions	Manage Dashboards / Reports	Report Admin	Allows users to manage ownership or restore deleted reports, and applies only to Table report and Custom report. This permission enables the "All Reports" tab in Report Center.
Reporting	Story Report	Administrator Permissions	Manage Dashboards / Reports	Story Admin	Allows users to manage all reports of type Story. This permission enables the "All Reports" tab in Report Center.
Reporting	Report Center	Administrator Permissions	Manage Dashboards / Reports	Manage Report Center	Allows users to access the Manage Report Center administrative page to control Report Center settings.
Reporting	Report Center	Administrator Permissions	Manage Dashboards / Reports	Share Reports to Groups & Roles	Allows users to share Story type of reports to permission groups and roles.
Reporting	Report Center	Administrator Permissions	Manage Dashboards / Reports	View All Schedules	Allows users to see schedules owned by all users in the company.
Reporting	Report Center	Administrator Permissions	Manage Dashboards / Reports	Schedule Reports to FTP Destination	Allows users to schedule reports to an SFTP destination.
Reporting	Story Report	Administrator Permissions	Manage Dashboards / Reports	Report Schema Join Manager	Allows users to access the Report Schema Join Manager to manage how different reporting schemas can be joined while building Story type reports.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Proxy Access	Administrator Permissions	Manage User	Proxy Management	<p>Gives users proxy access to all user accounts in the target population.</p> <p>Allows users to manage proxy assignments for everyone in the target population.</p>
Platform	Digital Assistant	User Permissions	General User Permission	Access to Joule	Allows users to access Digital Assistant.
Opportunity Marketplace	Opportunity Marketplace Content Opportunity Marketplace Assignments	User Permissions	Opportunity Marketplace	Opportunity Marketplace Access	Allow users to access the Opportunity Marketplace solution.
Opportunity Marketplace	Opportunity Marketplace Assignments	User Permissions	Opportunity Marketplace	View Assignments	<p>Allow users to view assignments.</p> <p>By default, the View Assignments permission is applicable to assignments of all types. Select Others for specific types of assignments.</p>
Opportunity Marketplace	Opportunity Marketplace Assignments	User Permissions	Opportunity Marketplace	Create Assignments	<p>Allow users to create assignments.</p> <p>By default, the Create Assignments permission is applicable to assignments of all types. Select Others for specific types of assignments.</p>
Opportunity Marketplace	Opportunity Marketplace Content Opportunity Marketplace Assignments	Administrator Permissions	Manage Opportunity Marketplace	Manage Opportunity Marketplace Configuration	Allow administrators to manage Opportunity Marketplace configuration.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Opportunity Marketplace	Opportunity Marketplace Assignments	Administrator Permissions	Manage Opportunity Marketplace	Configure Assignments	Allow administrators to configure Assignments.
Opportunity Marketplace	Opportunity Marketplace Assignments	User Permissions	Opportunity Marketplace	Data Access: Story (Opportunity Marketplace Assignments)	Allows users to access data for applicants who are in their target population when users run an assignment report.
Recruiting	Recruiting Management	Administrator Permissions	Manage Recruiting	Country/Region Specific Consent Settings	Allows role to access Country/Region Specific Consent Settings in the Admin Center. The tool establishes the conditions in which a job application can be forwarded to In-Progress status in different countries/regions, and is based on the applicant's Data Private Consent Statements settings.
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	Functional Permissions Analytics Workspace	Allows role to access advanced Workforce Analytics tools: Scatterplot, Data Highlighting, Significance, Predictive, Trajectory
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	Functional Permissions Custom Metric and Dimension Admin	Allows role to access the WFA on HANA Dimension Editor to edit public measure/dimension, and to view private custom measure/dimension.
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	Functional Permissions Data Capture	

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Reporting Analytics	Canvas Reports	User Permissions	Analytics Permissions	► Functional Permissions ► Detailed Reporting ►	Allows role to access the Canvas detailed (live) Reporting
Reporting Analytics	Canvas Reports	User Permissions	Analytics Permissions	► Functional Permissions ► Detailed Reporting for Audit ►	Allows role to access the Canvas detailed (live) Reporting Audit
Reporting Analytics	Canvas Reports Workforce Analytics	User Permissions	Analytics Permissions	► Functional Permissions ► Document Management ►	Allows role to upload and manage documents in Canvas reports
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	► Functional Permissions ► Drill to Detail ►	Allows role to access the Drill to Detail feature for WFA metrics
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	► Functional Permissions ► Edit Footnotes ►	Allows role to edit WFA measures footnotes
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	► Functional Permissions ► Headlines ►	Allows role to access the WFA Headlines
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	► Functional Permissions ► Pre-Production Environment Access for Workforce Analytics on SQL	Allows role to access the Pre-Production Environment for Workforce Analytics on SQL
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	► Functional Permissions ► Headlines Admin ►	Allows role to access the WFA Headlines Creation and Maintenance
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	► Functional Permissions ► Measure Overrides ►	Allows role to access the option to rename Measures and Dimensions

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	► Functional Permissions ► Predictive Analysis ►	Allows role to access the Predictive Functionality
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	► Functional Permissions ► Predictive Analysis Admin ►	Allows role to access the Predictive Functionality Maintenance
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	► Functional Permissions ► Query Workspace ►	Allows role to access the Query Workspace and Investigate tools
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	► Functional Permissions ► Question Maintenance ►	Allows role to maintain WFA questions / categories
Reporting Analytics	Canvas Reports Workforce Analytics	User Permissions	Analytics Permissions	► Functional Permissions ► Report Transfer ►	Allows role to access the Legacy Report Transfer tool to move reports between SAP SuccessFactors instances
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	► Functional Permissions ► Role Maintenance ►	Allows role to maintain WFA roles to assign a Landing Page
Reporting Analytics	Canvas Reports Workforce Analytics	User Permissions	Analytics Permissions	► Functional Permissions ► SFTP Configuration ►	Allows role to maintain the SFTP settings for schedules reports to the SFTP server
Reporting Analytics	Canvas Reports Workforce Analytics	User Permissions	Analytics Permissions	► Functional Permissions ► Site Statistics ►	Allows role to run a process on reports / WFA usage details
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	► Functional Permissions ► Target Setting ►	Allows role to access the WFA Target Setting functionality
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	► Functional Permissions ► User Maintenance ►	Allows role to maintain WFA user to assign a WFA role

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	Functional Permissions > WFA on HANA Admin >	Allows role to access the WFA on HANA Tools
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	Functional Permissions > WFA on HANA Data Explorer >	Allows role to view WFA on HANA data results
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	Functional Permissions > WFA on HANA Data Factory >	Allows role to access the WFA on HANA configuration tool
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	Option Permissions > Metrics >	Allows role to access the WFA Metrics Section
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	Option Permissions > Questions >	Allows role to access the WFA Questions Section
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	Option Permissions > Reporting >	Allows role to access the WFA Reports Section
Reporting Analytics	Workforce Analytics	User Permissions	Analytics Permissions	Option Permissions > Resources >	Allows role to access the WFA resources link
Reporting Analytics	Canvas Reports Workforce Analytics	User Permissions	Analytics Permissions	Analysis Dimensions	Allows role to access the selected analysis dimensions. If you select "All", it allows the role to access all the dimensions available in the tenant.
Reporting Analytics	Canvas Reports Workforce Analytics	User Permissions	Analytics Permissions	Measures	Allows role to access the selected measures or metrics. If you select "All", it allows the role to access all the measures or metrics available in the tenant.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Reporting Analytics	Canvas Reports Workforce Analytics	User Permissions	Analytics Permissions	Configure Structural Dimensions	Allows role to configure structural dimensions for which Tree Security definitions are required. This permission is governed by a target population as defined in the Tree Security in Workforce Analytics. For more information, refer to the "Configuring Tree Security" topic.
Employee Central	Employee Central Payroll Compensation	Administrator Permissions	Manage User	Allow Retroactive Employee Data Changes	<p>Is used to prevent users from making retroactive changes to employee data, for example, because such changes will cause issues in payroll.</p> <p>All changes to employee data are validated against the earliest retroactive change date in the pay group assigned to the employee in compensation information. If the data change is before that date, the system raises an error message UNLESS the user has this permission, in which case a warning message is raised and the user is allowed to make the change.</p>
Platform	Digital Assistant	Administrator Permissions	Manage System Properties	Manage Joule	Allows administrators to manage custom terms.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Dynamic Teams	Administrator Permissions	Configure Dynamic Teams	Configure Dynamic Teams	Enables people to access the Dynamic Teams Configuration screen and configure the Dynamic Teams module.
Platform	Dynamic Teams	Administrator Permissions	Configure Dynamic Teams	Admin Access to Dynamic Teams Data	Enables people in a Data Protection Officer role to view Dynamic Teams data in data protection and privacy reports, like the Data Subject Information report.
Platform	Dynamic Teams	Administrator Permissions	Configure Dynamic Teams	Access to Dynamic Teams Data in People Analytics	Enables people to view Dynamic Teams data and OKR data in People Analytics reports, for a target population.
Platform	Dynamic Teams	Administrator Permissions	Configure Objectives and Key Results (OKR)	Configure Objectives and Key Results (OKR)	Enables people to configure settings in the Objectives and Key Results Settings section of the Dynamic Teams Configuration page.
Platform	Dynamic Teams	Administrator Permissions	Configure Objectives and Key Results (OKR)	Admin Access to Objectives and Key Results Data	Enables people in a Data Protection Officer role to view Objectives and Key Results data in data protection and privacy reports, like the Data Subject Information report.
Platform	Dynamic Teams	User Permissions	Dynamic Teams	Create, View, and Edit Dynamic Teams	Enables people to access, create, and manage dynamic teams.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Dynamic Teams	User Permissions	Objectives and Key Results	Create, View, and Edit Objectives and Key Results (OKR)	Enables people to create and manage objectives and key results (OKRs) for their dynamic teams.
Platform	Talent Intelligence Hub	Administrator Permissions	Manage Talent Intelligence Hub Settings	View Manage Talent Intelligence Hub Settings	Allows administrators to view the Talent Intelligence Hub settings.
Platform	Talent Intelligence Hub	Administrator Permissions	Manage Talent Intelligence Hub Settings	Edit Manage Talent Intelligence Hub Settings	Allows administrators to edit the Talent Intelligence Hub settings.
Platform	Talent Intelligence Hub	Administrator Permissions	Manage Talent Intelligence Hub Settings	Enable Growth Portfolio	Allows administrators to enable the Growth Portfolio.
Platform	Talent Intelligence Hub	Administrator Permissions	Manage Talent Intelligence Hub Settings	Create Tag	Allows administrators to create tags in Attributes Library.
Platform	Talent Intelligence Hub	Administrator Permissions	Manage Talent Intelligence Hub Settings	Edit Tag	Allows administrators to edit tags in Attributes Library.
Platform	Talent Intelligence Hub	Administrator Permissions	Manage Talent Intelligence Hub Settings	Create Attributes	Allows administrators to create attributes in Attributes Library.
Platform	Talent Intelligence Hub	Administrator Permissions	Manage Talent Intelligence Hub Settings	Edit Attributes	Allows administrators to edit attributes in Attributes Library.
Platform	Talent Intelligence Hub	Administrator Permissions	Manage Talent Intelligence Hub	Delete Attributes	Allows administrators to delete attributes in Attributes Library.
Platform	Talent Intelligence Hub	Administrator Permissions	Manage Talent Intelligence Hub	Create Attribute Type	Allow administrators to create attribute types in Attributes Library.
Platform	Talent Intelligence Hub	Administrator Permissions	Manage Talent Intelligence Hub	Edit Attribute Type	Allow administrators to edit attribute types in Attributes Library.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform	Talent Intelligence Hub	Administrator Permissions	Manage Talent Intelligence Hub	Create Proficiency Level Scale	Allow administrators to create proficiency level scale in Attributes Library.
Platform	Talent Intelligence Hub	Administrator Permissions	Manage Talent Intelligence Hub	Edit Proficiency Level Scale	Allow administrators to edit proficiency level scale in Attributes Library.
Platform	Talent Intelligence Hub	Administrator Permissions	Manage Talent Intelligence Hub	Delete Proficiency Level Scale	Allow administrators to delete proficiency level scale in Attributes Library.
Platform	Talent Intelligence Hub	User Permissions	Manage Growth Portfolio and Attributes Library Settings	View Tag	Allow users to view tags associated with the attributes.
Platform	Talent Intelligence Hub	User Permissions	Manage Growth Portfolio and Attributes Library Settings	View Attributes	Allow users to view attributes in the Growth Portfolio.
Platform	Talent Intelligence Hub	User Permissions	Manage Growth Portfolio and Attributes Library Settings	View Attribute Type	Allow users to view attribute type in Growth Portfolio.
Platform	Talent Intelligence Hub	User Permissions	Manage Growth Portfolio and Attributes Library Settings	View Proficiency Level Scale	Allow users to view proficiency level scale.
Platform	Talent Intelligence Hub	User Permissions	Manage Growth Portfolio and Attributes Library Settings	View Portfolio	Allow users to view the portfolio, the capabilities present in the portfolio, and the recommendations.
Platform	Talent Intelligence Hub	User Permissions	Manage Growth Portfolio and Attributes Library Settings	Edit Portfolio	Allow users to add recommended skills to their portfolio, set a skill as highly-interested, and reject skill recommendations.
Opportunity Marketplace	Opportunity Marketplace Assignments	User Permissions	Opportunity Marketplace	View all assignment details in approval workflows	Allow users to all assignment details in approval workflows.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Reporting	Story Report	User Permissions	Report Permissions	Unconditional access to complete organizational data in Story reports	Allows users to view the complete data (including sensitive information) of all the employees of your organization in Story reports. This permission isn't bound by any target population.
Performance Management 360 Reviews	Forms 360 Reviews	User Permissions	Miscellaneous Permissions	Competency	<p>Allow users to work with competencies and behaviors in Performance Management and 360 Reviews when the Competency object is set to secured in Configure Object Definitions.</p> <p>If the Competency object isn't set to secured, this permission isn't necessary.</p>
Platform	Application Security	Administrator Permissions	Manage Security	Manage Interstitial Allowlist	Allow users to manage a list of external URLs that can be accessed without a warning page in between using the Manage Interstitial Allowlist tool, if the interstitial feature is enabled in Provisioning.
Platform	Application Security	Administrator Permissions	Manage Security	Manage Application Security Feature Settings	Allow users to enable or disable settings in the Application Security Feature Settings tool.
Employee Central	Diagnostic Tool	Administrator Permissions	Admin Center Permissions	Access Diagnostic Tool	Allows users to use the Diagnostic Tool to troubleshoot Employee Central configuration issues on their own.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central	Diagnostic Tool	Administrator Permissions	Diagnostic Tool	Diagnostics Tracing Configuration	Allows users to activate the Diagnostic Tracing Configuration MDF object to trace transactions in Employee Central.
Employee Central	Diagnostic Tool	Administrator Permissions	Diagnostic Tool	Workflows Diagnostics Data	Allows users to access workflow transaction data to check the processing stage for any issues. You can assign View , Edit , or Import/Export permission.
Employee Central	Diagnostic Tool	Administrator Permissions	Diagnostic Tool	Centralized Services Diagnostics Data	Allows users to access transactional data for HRIS entities, such as ESS or MSS, to check the processing stages for any issues. You can assign View , Edit , or Import/Export permission.
Platform Performance Management	Delegation Forms	Administrator Permissions	Manage Delegation	Delegation Management	Allow administrators to access the Delegation Management page in Admin Center, where they can create a delegation request for someone whose task needs to be delegated, and manage the delegations they created.
Platform Performance Management	Delegation Forms	User Permissions	Delegation	Delegator-Delegatee Relationship	For all or certain tasks, this permission and its target population define which people can be selected as delegates for a delegator during the delegation creation process.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Platform Performance Management	Delegation Forms	User Permissions	Delegation	Delegator-Employee Relationship	For all or certain tasks, this permission and its target population define which people can be selected as a task's subject users for a delegator during the delegation creation process.
Platform Performance Management	Delegation Forms	User Permissions	Delegation	Create Delegation Based on Form Templates	For the task of reviewing Performance Management forms, this permission defines which form templates can be selected during the delegation creation process.
Platform Recruiting	Recruiting Management	Administrator Permissions	Manage System Properties	View Job Analyzer Salary Section	Allows user to view the Salary section in the Job Analyzer feature.
Platform Recruiting	Job Profile Builder Recruiting Management	Administrator Permissions	Manage System Properties	View Job Analyzer Gender Check Section	Allows user to view the Gender Bias section in the Job Analyzer feature.
Platform Recruiting	Job Profile Builder Recruiting Management	Administrator Permissions	Manage System Properties	View Job Analyzer Skills Section	Allows user to view the Recommended Skills section in the Job Analyzer feature.
Performance Management	Forms	Administrator Permissions	Manage System Properties	Change Engine Configuration	Allow role to manage the document transfer rules, defining which data changes trigger which document transfer options. For example, when a user changes job code, documents should be automatically completed.

Solution	Component	Permission Section	Permission Category	Permission Name	Result
Employee Central Payroll	SAP Business AI Pay Statements	Administrator Permissions	AI Services Administration	Explain My Pay Statement for Employee Central Payroll	Allows user to access the AI-assisted tool to ask questions to help them understand their pay statement.
Platform SAP Business AI	SAP Business AI	Administrator Permissions	Manage AI Capabilities	Manage Grounding Documents	Allows user to access the Manage Document Grounding UI to upload, edit, and delete policy documents.
Employee Central	Workflows	Administrator Permissions	Manage Workflows	Report Workflow Process Details	Allows user to report on workflow process data.

Related Information

[Configuring Tree Security](#)

4 Troubleshooting

Context

If you find that users have access to applications or data they shouldn't have, we recommend the following steps:

Procedure

1. Use [RBP Troubleshooting](#) tool to check how - through which role - the permission was granted to the employees.
2. If that does not clarify how or why they have that permission or creates concern about where else this permission is visible, then use the RBP Permission to User Report with the Single Permission Filter to validate what other groups have access to this permission.

Related Information

[RBP Troubleshooting \[page 25\]](#)

[RBP Table Reports](#)

4.1 How Do Permissions Update When User Information Changes?

Role-based permissions refresh periodically to propagate any changes to your dynamic groups or to the permission roles in your system. These changes occur when employees are hired, employees change departments, and during integration scenarios.

What's the Refresh Framework?

When changes to your employees' information occur in your SAP SuccessFactors HCM suite such as, job title changes, hiring of new employees, or giving additional responsibilities to employees, your role-based permissions security platform runs an automated process that propagates these changes in your system. The changes affect

the permission roles that employees have access to and the permission groups they belong to. The Refresh Framework handles this automated process in your system. Depending on the size of your organization, you may have a high number of user changes or you could have a relatively low number of user changes in your system. The refresh framework uses two types of refresh jobs to handle these scenarios.

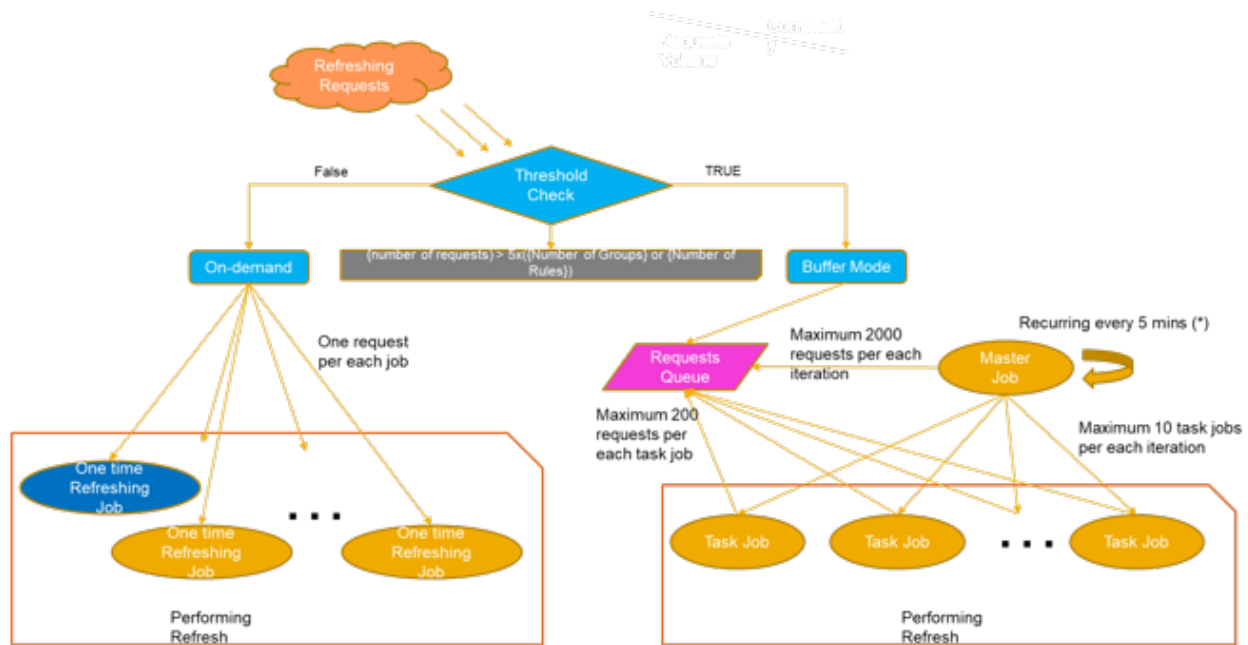
Refresh Type	Description
On-demand mode (Previously called Real-Time Refresh)	When changes to user information occur infrequently, each update action triggers its own refresh job.
Buffer mode	When there's a high frequency of user information changes, the framework buffers the refresh request for 5 minutes. Since the refresh requests are always based on the same set of groups and roles, buffering the request helps to avoid those duplicated refresh actions that occur within that 5-minute timeframe.

How Does the Refresh Framework Work?

The Refresh Framework consists of two types of refresh jobs: the **on-demand mode** and **buffer mode**. The refresh framework automatically adjusts between buffer mode and on-demand mode, based on the actual refresh work load.

When the workload is light, the framework enables the on-demand job. This is the refresh mode you're most familiar with as you may currently use it for each refresh request. For example, an API call to change one user causes a refresh on all user groups.

When the workload is heavy, on-demand mode is disabled and buffer mode is enabled. That means requests within the next 5 minutes will buffer and reschedule tasks based on the buffer refresh request.



(*) Since 1908, the master job will be on-demand scheduled when buffer mode is activated

📌 Note

If your company has scheduled a background job to refresh RBP regularly, the scheduled job remains effective and RBP refresh follows the defined interval. The Refresh Framework doesn't take effect even if you stop the background job. If you wish to start using the Refresh Framework in your company, contact Technical Support.

What Are the Benefits to Using the Refresh Framework?

The Refresh Framework automatically switches between two refresh types depending on the workload detected. If infrequent user information changes occur, your RBP roles and groups are immediately refreshed. If frequent user information changes are detected, the buffer mode helps to reduce duplicate requests by collecting delta changes and processing them in one refresh request. As a result, you experience improved system stability and better RBP refresh performance. With the buffer mode enabled, you notice little delay.

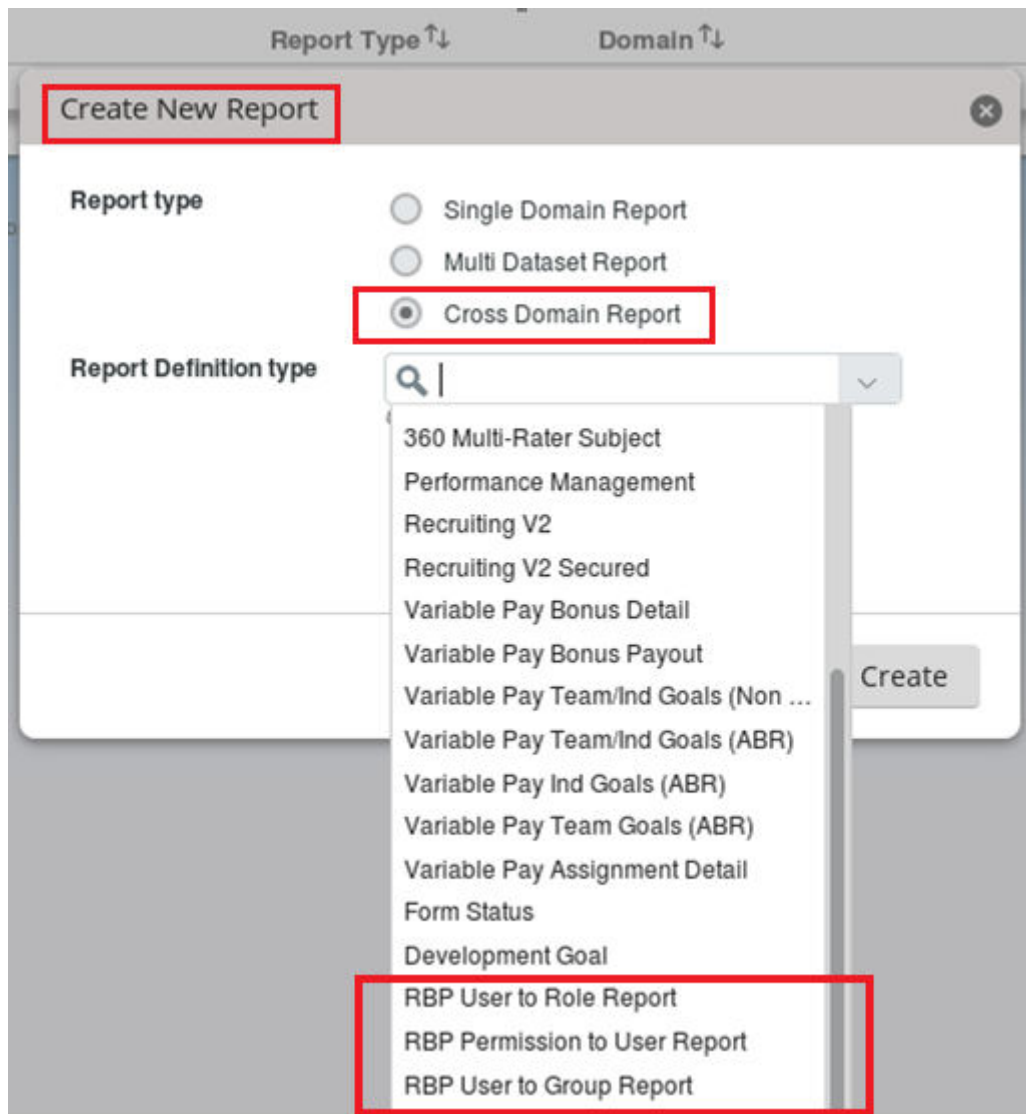
My Organization Uses Scheduled Jobs, Are We Impacted by the Refresh Framework?

No. If your organization uses Scheduled Jobs, the Refresh Framework **doesn't** impact your system.

4.2 Cross Domain Table Reporting Between the RBP and Employee Central Domains

The cross domain Table report capability allows administrators to run reports between the Role-Based Permission (RBP) domain and Employee Central (EC) domain. RBP reports are included in the drop-down menu when selecting the Cross Domain Report Definition types.

Administrators can create Cross Domain Reports to join RBP and Employee Central data. *Person and Employment* is the EC domain information that is included and the tables are joined using the *user_sys_id* key.



4.3 Searching Roles Granted to a User

User Role Search can search the roles granted to specific users for a specific permission and a target user. When some users get some permissions on some target users that shouldn't be granted, the administrator can use this tool to find which role grants the permission so they can update the permission settings.

- This tool doesn't support MDF RBP permission as search criteria.
- This tool doesn't support permissions under the Growth Portfolio category.
- This tool doesn't support Inactive Internal User or TBH user to be selected as Target User.
- This tool doesn't support External User.

1. Go to Administration Tools.
2. In the Manage Employees block, select Set User Permissions.

3. In the Set User Permissions section, select User Role Search.
4. In the Selection session of the tool, enter Access Users. You can select at most 2 access users.
5. Select a permission category and one permission. If the permission needs target population, you can optionally select one target user.

Admin Tools

[Back to Admin Tools](#)

User Role Search

Use this page to search specific roles granted to users. Users can select at most 2 access users, 1 permission and 1 or none target users. The : grant this permission and target user to the access users. If the target user field is empty, the search result will not consider target user. On the r the selected access user and target user will be highlighted in the "Grant this role to ..." session.

Selection

Access Users

Permission Category

Manage User

Permission

Set User Status

Target User(optional)

[click to add users](#)

Search Roles

6. Click Search Roles Button. The search result displays all roles that grant this permission and target user to the access users. If the target user field is empty, the search result won't consider target user. If a result you expect to see isn't showing up, it may be because there are back-end update jobs still running.

Result

User: cgrant

Role: [Set User Status testing](#)

User: jessie_admin

Role: [Set User Status testing](#)

- On the Result section, you can click the role name to see role details. On the role details page, the access and target populations are highlighted in the [Grant this role to...](#)

Role name: Set User Status testing (last modified by wliu, 2015-01-15)

This role has the following permissions:

▼ Permission requiring target
Manage User
• Set User Status

Groups / Users granted with role permission access and their targets:

Group/User granted with role permission	Target population	Object Name	Criteria
Everyone	Department - sales		

section.

How can you compare permission roles?

You can use User Role Search to quickly search for and compare permission roles assigned to specified users in role-based permissions.

- Go to Administration Tools.
- In the Manage Employees block, select Set User Permissions.
- In the Set User Permissions section, select User Role Search.
- In the Selection session of the tool, enter the Access Users whose roles you're comparing.
- Click Search Roles Button. The search result displays which roles, if any, grant the specified permission to either user. In the following example, you can see that both of the selected access users have permission to view address data.

[Back to Admin Tools](#)

User Role Search

Use this page to search specific roles granted to users. Users can select at most 2 access users, 1 permission and 1 or none target users. The search result will display all roles that grant this permission and target user to the access users. If the target user field is empty, the search result will not consider target user. On the role detail page, the grant rules that grant the selected access user and target user will be highlighted in the "Grant this role to ..." session.

Selection

Access Users

cgrant_jreed

Permission Category

Employee Data

Permission

Business Phone(View)

Target User(optional)

click to add users

Search Roles

Result

User: cgrant

User: jreed

Role: All Employees

Role: All Employees

Manager Role

Admin

- If a user doesn't have the specified permission, it's indicated as "no result." In the following example, you can see that the user "cgrant" has permission to view "Impact of Loss" data, due to her roles as a manager and

administrator. The user "jreed" isn't assigned to any role that allows him to view this information.

Back to [Admin Tools](#)

User Role Search

Use this page to search specific roles granted to users. Users can select at most 2 access users, 1 permission and 1 or none target users. The search result will display all roles that grant this permission and target user to the access users. If the target user field is empty, the search result will not consider target user. On the role detail page, the grant rules that grant the selected access user and target user will be highlighted in the "Grant this role to ..." session.

Selection

Access Users

cgrant_jreed

Permission Category

Employee Data

Permission

Impact of Loss(View)

Target User(optional)

click to add users

Search Roles

Result

User: cgrant

User: jreed

Role: Manager Role

Role: No result

Admin

7. You can also specify one target user, to see whether either of the two access users has the specified permission for the specified target. In the following example, you can see that although both user "cgrant" and user "dsharp" are managers, only user "cgrant" has permission to view "Impact of Loss" data for user "vstokes". It's because, in this example, the manager role has a target permission group of "All Direct Reports" and "vstokes" is a direct report of "cgrant".

Admin Tools

Back to [Admin Tools](#)

User Role Search

Use this page to search specific roles granted to users. Users can select at most 2 access users, 1 permission and 1 or none target users. The search result will display all roles that grant this permission and target user to the access users. If the target user field is empty, the search result will not consider target user. On the role detail page, the grant rules that grant the selected access user and target user will be highlighted in the "Grant this role to ..." session.

Selection

Access Users

cgrant_dsharp

Permission Category

Employee Data

Permission

Impact of Loss(View)

Target User(optional)

vstokes

Search Roles

Result

User: cgrant

User: dsharp

Role: Manager Role

Role: No result

Admin


5 Change History

Learn about changes to the documentation for Using Role-Based Permissions in recent releases.

<1H 2025>

Type of Change	Description	More Info
New	Added information about comparing the history records of a role assignment.	Comparing Two Change History Records of A Role Assignment [page 24]
Added	Added information about viewing assignment changes when comparing change history of a permission role.	Comparing Two Change History Records of a Permission Role [page 22]
Added	Added information on comparing roles in <i>RBP Troubleshooting</i> .	RBP Troubleshooting [page 25] Comparing Roles [page 26]
Added	Added information on creating permission roles, role assignments, and permission groups for the Alumni user type.	Creating a Permission Role [page 14] Assigning a Permission Role [page 15] Creating Dynamic Permission Groups [page 11]
Changed	Updated all mentions of "the latest Role-Based Permissions" to simply "Role-Based Permissions".	Role-Based Permissions [page 4]
Changed	We removed content on legacy Role-Based Permissions.	
Changed	Renamed <i>Role-Based Permissions Troubleshooting Tool</i> to <i>RBP Troubleshooting</i> .	RBP Troubleshooting [page 25] Searching User Roles and Permissions [page 25] Comparing Roles [page 26]
Changed	Updated information that external user searches are also supported in <i>User Role and Permission Search</i> .	RBP Troubleshooting [page 25]
Added	Added information that printing permission roles and role assignments are supported.	Role-Based Permissions [page 4]
Added	Added a new permission category <i>Account Data</i> .	List of Role-Based Permissions [page 28]

Type of Change	Description	More Info
Added	<p>Added three new permissions for Account Management:</p> <ul style="list-style-type: none"> • View Account Data • Edit Account Data • Unlock Login Accounts 	List of Role-Based Permissions [page 28]
Added	<p>Added an existing admin permission for Performance Management: ► Manage System Properties ► Change Engine Configuration ►</p>	List of Role-Based Permissions [page 28]
Changed	<p>Improved descriptions of the following user permissions for Succession:</p> <ul style="list-style-type: none"> • Succession Management and Matrix Report Permissions • Succession Planning Permission • Succession Approval Permission • Talent Search Field • Position • Learning Access Permission <p>Improved descriptions of the following administrator permissions for Succession:</p> <ul style="list-style-type: none"> • Family • Role 	List of Role-Based Permissions [page 28]
Changed	<p>Updated the names of Continuous Performance Management user and administrator permission categories.</p>	List of Role-Based Permissions [page 28]
Added	<p>Added four user permissions for Continuous Performance Management:</p> <ul style="list-style-type: none"> • Access Continuous Performance Data • Access Continuous Performance Page • Access Continuous Feedback Data • Access Continuous Feedback Page <p>The two old permissions are replaced by them and deleted:</p> <ul style="list-style-type: none"> • Access to Continuous Performance Management • Access Continuous Feedback 	List of Role-Based Permissions [page 28]

Type of Change	Description	More Info
Added	Added tips on <i>Sort By Ascending</i> button, the  <i>Enter Full Screen</i> button, and the view and edit modes of field-level overrides.	Creating a Permission Role [page 14]
Added	Added a new permission for the latest Career Worksheet: <i>Team View: Summary</i> .	List of Role-Based Permissions [page 28]

<2H 2024>

Type of Change	Description	More Info
Changed	Updated the list of unsupported features in the latest Role-Based Permissions.	Role-Based Permissions [page 4]
Changed	We've renamed the admin permission to access the admin tool for configuring both legacy and latest People Profile from <i>Manage System Properties</i> to <i>Configure People Profile</i> .	List of Role-Based Permissions [page 28]
Added	Added information on configuring target criteria of a role assignment.	Assigning a Permission Role [page 15]
Added	Added two new permissions for users of the latest People Profile: <ul style="list-style-type: none"> View Overall Ratings from Forms View Goal Ratings from Forms 	List of Role-Based Permissions [page 28]
Added	Added a new permission for users of the latest <i>My Forms</i> page for Performance Management and 360 Reviews: <i>Form Filters</i> .	List of Role-Based Permissions [page 28]
Added	Added information about the <i>Platform Feature Settings</i> permission.	List of Role-Based Permissions [page 28]
Added	Added a new permission for administrators of Mentoring: <i>Manage Administrator Permissions for Programs</i> .	List of Role-Based Permissions [page 28]
Added	Added information about <i>Role-Based Permissions Troubleshooting Tool</i> .	RBP Troubleshooting [page 25] Searching User Roles and Permissions [page 25]
Added	Added information on data blocking and tree security.	Assigning a Permission Role [page 15]
Added	Added information on role assignment history records.	Comparing Two Change History Records of a Permission Role [page 22]
Added	Added a new permission for administrators to delete Continuous Performance Management channels: <i>Delete Channels</i> .	List of Role-Based Permissions [page 28]



Type of Change	Description	More Info
Added	Added a new permission for users to receive AI-assisted recommendations of skills in Growth Portfolio based on data from Continuous Performance Management: <i>Assisted Skill Recommendations Using Continuous Performance Management Data</i> .	List of Role-Based Permissions [page 28]
Added	<p>Added a new permission for administrators: <i>Delegation Management</i></p> <p>Added three new permissions for users:</p> <ul style="list-style-type: none"> • <i>Delegator-Delegatee Relationship</i> • <i>Delegator-Employee Relationship</i> • <i>Create Delegation Based on Form Templates</i> 	List of Role-Based Permissions [page 28]

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