

# Import of payroll (transactions) to HogiaLön Plus

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## GENERAL

Import – payroll will allow import of payroll elements by reading a file created by for example time systems, travel expense systems and other software systems which generate payroll data.

There are a XML-format and 8 text file formats with fixed positions. This document describes only the latest current formats.

### File name

XML files should have **.xml** extension

Others should have **.wli** extension

This document describes formats 214007 and the xml-files.

### Automatic import to HogiaLön Plus

If automatic import is used in HogiaLön Plus, the file name should begin with the company's unique identifier that is set under Arkiv / Inställningar / Import. If the identification is set to 515151, the file name should begin with 515151\_ .

Example:

515151\_october.xml

515151\_october.wli

### Pay types (L) and Pay Type Generators (A)

Formats 214005, 214006, 214007 and XML allow pay types (L) and pay type generators (A). What is the difference?

Pay type generators are created in the payroll system. These will create one or more pay types according to rules assigned. One example is the pay type generator used for Sickness (usually A600). This one will generate the following pay types – qualifying day of sickness, sick pay and deduction for sickness. Prerequisite is that a person must have a valid work schedule. Date from and date up to must be present. If the event means part of a day time (hours and minutes) must also be present. Quantity, price and amount has no meaning for a pay type generator. If you want to import quantity, price or amount instead please use pay types.

Please also be aware of that we strongly advise you to import one row for every event. Do not split up into one row for every day of the event.

### Pay types (L)

If on a pay type row, the quantity and the price is present the amount will be calculated even if an amount (not zero) is present. If amount shall be imported the price must be zero. Note also that in many cases the price is available on the pay type (fixed price or formula) in the payroll system.

If an amount in the file is a deduction, then the amount shall be negative.

## XML-format

Important!

To understand the difference between pay types (L) and pay type generators (A) you are strongly recommended to read about these above.

### XML-scheme

The XML-format is defined in the scheme-file **Hogia\_Payroll.XSD**

## Encoding

Windows standard ISO 8859-1 (ISO Latin 1)

## Example

Here is an example of an XML-file:

```
<?xml version="1.0" encoding="ISO-8859-1"?>
<PayRoll xmlns="http://www.hogia.se/XMLSchemas/pa" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance">
  <FileInfo>
    <companyName>Hogia Test AB</companyName>
    <softwareProduct></softwareProduct>
    <createdBy></createdBy>
    <createdDate>2007-08-13</createdDate>
    <message>Meddelande 1</message>
  </FileInfo>
  <PayTypeInstruction>
    <employmentId>101</employmentId>
    <payTypeCode>L</payTypeCode>
    <payTypeD>10</payTypeD>
    <quantity>83.5</quantity>
    <project>Projekt1</project>
    <note>Meddelande</note>
  </PayTypeInstruction>
  <PayTypeInstruction>
    <employmentId>101</employmentId>
    <payTypeCode>L</payTypeCode>
    <payTypeD>210</payTypeD>
    <quantity>8.5</quantity>
    <periodStartDate>2007-08-10</periodStartDate>
    <periodEndDate>2007-08-10</periodEndDate>
    <costCentre>1234</costCentre>
    <project>33</project>
  </PayTypeInstruction>
  <PayTypeInstruction>
    <employmentId>102</employmentId>
    <payTypeCode>L</payTypeCode>
    <payTypeD>10</payTypeD>
    <quantity>33</quantity>
  </PayTypeInstruction>
  <PayTypeInstruction>
    <employmentId>102</employmentId>
    <payTypeCode>A</payTypeCode>
    <payTypeD>600</payTypeD>
    <periodStartDate>2007-07-11</periodStartDate>
    <periodStartTime>13:00:00</periodStartTime>
    <periodEndDate>2007-07-18</periodEndDate>
    <periodEndTime>17:00:00</periodEndTime>
    <extent>100</extent>
  </PayTypeInstruction>
  <PayTypeInstruction>
    <employmentId>103</employmentId>
    <payTypeCode>A</payTypeCode>
    <payTypeD>374</payTypeD>
    <periodStartDate>2007-07-11</periodStartDate>
    <periodEndDate>2007-07-18</periodEndDate>
    <childname>021115-0123</childname>
  </PayTypeInstruction>
  <PayTypeInstruction>
    <employmentId>104</employmentId>
    <payTypeCode>A</payTypeCode>
  </PayTypeInstruction>
</PayRoll>
```

```
<payTypeld>375</payTypeld>
<periodStartDate>2007-07-21</periodStartDate>
<periodEndDate>2007-07-25</periodEndDate>
<childname>Vera</childname>
</PayTypeInstruction>
<PayTypeInstruction>
  <employmentId>201</employmentId>
  <payTypeCode>L</payTypeCode>
  <payTypeld>15</payTypeld>
  <quantity>66.00</quantity>
  <costUnit>P66</costUnit>
</PayTypeInstruction>
<PayTypeInstruction>
  <personalIdentityNumber>7909029980</personalIdentityNumber>
  <payTypeCode>L</payTypeCode>
  <payTypeld>832</payTypeld>
  <amount>932.00</amount>
  <periodStartDate>2007-08-13</periodStartDate>
  <periodEndDate>2007-08-13</periodEndDate>
  <costCentre>LK100</costCentre>
</PayTypeInstruction>
<PayTypeInstruction>
  <employmentId>222</employmentId>
  <payTypeCode>L</payTypeCode>
  <payTypeld>10</payTypeld>
  <quantity>3.14</quantity>
  <price>158</price>
  <costCentre>777</costCentre>
  <project>Eriksdal</project>
</PayTypeInstruction>
</PayRoll>
```

## WLI-format

The file is a sequential file. The first line should contain six zeros (000000). The last line should contain six nines (999999). Line delimiters are CR & LF

### Encoding

Windows standard ISO 8859-1 (ISO Latin 1)

**Post type 214007**

	Start	Stop	Length	Content
Identifier	1	6	6	'214007'
Employment number	7	19	13	N, 0000000000001-999999999999
Pay Type Generator / Pay Type	20	20	1	AN
				'L' = Pay Type 'A' = Pay Type Generator Else = Pay Type Generator
Pay Type Generator/Pay Type nr	21	23	3	N, 001-999
Quantity	24	33	10	N, O, Ex. 000002350 -000002350 Quantity *100, max 9 digits
Price	34	43	10	N, O, Ex. 000002350 -000002350 Price *100(cents), max 9 digits
Amount	44	60	17	N, O Ex. 000000000678000 -000000000678000 Amount *100(cents), max 11 digits
Date from	61	68	8	N, O, format YYYYMMDD Ex. 20040517
Time from <sup>1</sup>	69	73	5	N, O, format HH:MM Ex. 17:10
Date up to	74	81	8	N, O, format YYYYMMDD Ex. 20040520
Time up to <sup>1</sup>	82	86	5	N, O, format HH:MM Ex. 21:45
Date from Pay Type Generator <sup>1,2</sup>	87	94	8	N,O, format YYYYMMDD Ex. 20040517
Date up to Pay Type Generator <sup>1,2</sup>	95	102	8	N,O, format YYYYMMDD Ex. 20040520 See note below.
Source	103	105	3	N, O, 001-999. See note below
Approved	106	107	2	N, O, 00-01. 01 = Approved
Processed	108	108	1	0. Used by HogiaLön
Cost centre	109	128	20	AN
Project	129	148	20	AN
Account	149	160	12	AN
Cost unit	161	180	20	AN
Extent	181	186	6	N, O, Percent, 2 decimals. Max 100%, delimiter = '.' eller ',' Omitted = 100%
Note	187	-	-	AN, up to 66 characters

1 = This field is ignored if the record holds a pay type

2 = To properly handle eg leave, parental leave, care of relatives etc where compensation differs depending on the entire length of the period must derogation period specified in item. Value may be omitted. For further information please contact Hogia.

Record length: minimum 186 bytes, maximum 252 bytes

Abbreviations:            O - may be omitted. Omitted value is notified by zeros in all positions  
                              N - numeric  
                              AN - alphanumeric

### Source (sv. Källa)

If Source is used, information lines should exist which links the number to the name of the source.

Ex:

;Källa001= PA-intranet

;Källa002= Reseräkningar (Travel expense program)

If employee number is not available then personal identity number may be used instead (10 digits)

Important! Please notice that in the Quantity, Price and Amount fields the first position is the sign position which shall hold a blank or a minus (-) sign. If the field is omitted then the first as well as the other positions shall hold a zero.

### Information posts – wli files

Remark rows may exist straight after the start line. These are used to make it easier to choose the right file.

The first position shall hold a semicolon (;). The following types are allowed:

;Innehåll=	Ex:	;Innehåll = Any text which describe the contents
;Företag=		;Företag = Hogia Data Ltd
;Orgnr =		;Orgnr = 556677-1122
;Källa		;Källa 001 = PA-intranet

Orgnr means Corporate Identity Number. If row with Orgnr exist, only files with appropriate corporate identity number will be shown in the dialogue box of the file selection dialogue.

### Older wli-format

For older wli-formats see the document Hogia HR IPA – löneberedning äldre format.docx.

## Chosing files to import to HogiaLön Plus.

In the dialogue in HogiaLön Plus .wli-files as well as .xml-files are displayed. If an xml-file does not follow the xml-scheme (Hogia\_Payroll.xsd) it will not be displayed.

If the tag <corporatidentity> is present it is intended for the Corporate Identity Number (VAT number) of the company. To be shown in the file dialogue the number must then be the same as in the current database.