Introduction

As described in SAP ONE Support Launchpad – [Notification of Legal Changes](#) > [Changes in Labor Law - 2021](#).

The purpose of this KBA is to guide you with examples on possible solutions to adapt your SuccessFactors Employee Central and Employee Central Payroll implementation with the latest labor reforms.

The changes are related to the following topics:
1. New types of leaves
2. Probation period
3. Notice period

1. New Types of Leaves

1. **Weekly Rest Day**: The worker shall be given a weekly paid rest of not less than one day as agreed by the employment contract or work regulation.

Solution

This can be configured with the Work Schedules, as explained in the KBA [3134436 - New Weekend transition for UAE starting from January 1, 2022](#).

2. **Maternity leave**: Workers are entitled to **60 days'** maternity leave as follows:
   - The first 45 days are fully remunerated.
   - 15 days, followed by half pay.

   A worker who has exhausted her maternity leave may cease her unpaid work for a period not exceeding **forty-five (45) consecutive or intermittent days** if the interruption is due to illness or injury to her child resulting from pregnancy or childbirth and cannot return to her work.

Solution

This can be achieved by creating two time types: Maternity leave, and Extended Unpaid Maternity Leave.

For Maternity Leave, create a validation business rule to limit leave to a maximum 60 days.
For Extended Unpaid Maternity Leave, create an ad-hoc time account and counting method to count calendar days.

Note: Admins must check that employees have taken the maternity leave before applying for extended maternity leave.

How to Create a Validation Business Rule for Number of Days Allowed for Maternity Leave

TO TakeRule ARE Maternityleave (SFCC_TO_TakeRule_ARE_Maternityleave)

Scenario: Basic   Change Scenario

Basic Information

Start Date	01/01/1900
Rule Type	Time Off (TimeOff)
Description	This rule does not allow the employee to submit a Maternity leave request for more than 45 days.

Parameters

Name	Object	
Context	System Context	🔒
Time Off Requests	Time Off Requests	

⊞ **Variables**

⊟ **If**

```
Get Number Of Calendar Days()                 <=    60
   Start Date:   Time Off Requests.Start Date
   End Date:     Time Off Requests.End Date
```

Then

```
Raise Message  " SFCC_ARE_Maternity_Info " with Info severity
               As per the law first 45 days of maternity leave are fully paid and the following days will be half paid
```

⊟ **Else If**

```
Get Number Of Calendar Days()                 >     60
   Start Date:   Time Off Requests.Start Date
   End Date:     Time Off Requests.End Date
```

Then

```
Raise Message  " SFCC_TO_ARE_Days_LeaveLimit " with Error severity
               Exceeding the Limit of the Leave.
```

How to Create an Ad-hoc Time Account Type

Time Account Type: ARE_Maternity_Extended (ARE_Maternity_EXT)

* External Name	ARE_Maternity_Extended
Unit	Day(s)
* Account Creation Type	Ad Hoc
Account Booking Offset [Months]	
Posting Order	No Selection
Period-End Processing Rule	SFCC TO PEP CLOSE (SFCC_TO_PEP_CLOSE)
* Period-End Processing Automation	Automatic At End Of Booking Period
Purchase Eligibility	No Selection
Balance Cannot Fall Below	
Country/Region	United Arab Emirates (ARE)
Interim Account Update Rule	
Payout Eligibility	Not Eligible
* Time Account Snapshots Allowed	No
Account Retention Group	
Account Detail Retention Group	
Time Account Configuration Rule	
* External Code	ARE_Maternity_EXT

Then assign this to time type, making sure it has a counting method that considers calendar days.

How to Create a Counting Method that Considers Calendar Days

Absence Counting Method: Natural Days (SFCC_NATURAL_DAYS)

* External Name	Natural Days
Country/Region	
* Calculation based on	Calendar Days
* Monday	Yes
* Tuesday	Yes
* Wednesday	Yes
* Thursday	Yes
* Friday	Yes
* Saturday	Yes
* Sunday	Yes
* Consider Holidays	No
* External Code	SFCC_NATURAL_DAYS

Time Type: Extended Maternity Leave Unpaid (ARE_MAT_EXT)

* External Name	Extended Maternity Leave Unpaid
Workflow Configuration	SFCC_MGR(A)_HRADM (SFCC_MGR(A)_HRADM)
* Unit	Day(s)
Country/Region	United Arab Emirates (ARE)
Classification	Absence
Permitted Fractions For Unit Day	Only full day bookings allowed
Permitted Fractions For Unit Hour	No Selection
Leave of Absence Event Reason (Plan)	
Leave of Absence Event Reason (Return To Work)	
Duration Display According To	Deduction Quantity
Posting Priority	Post to time accounts by posting rules only.
Activate Cancellation Workflow	No
Admin Workflow Configuration	SFCC_MGR(A)_HRADM (SFCC_MGR(A)_HRADM)
Flexible Requesting Allowed	No
Counting Method	Natural Days (SFCC_NATURAL_DAYS)
* Absence Class	Unspecified
Undetermined End Date Allowed	No
Requesting on Non-Working Days Allowed	No
Accrual Recalculation Relevance	No Selection
Collision Grouping	
* Balance Calculation Setting	Consider bookings until calculation date
Absence Retention Group	

Time Account Posting Rules

Time Account Type	External Code
ARE_Maternity_Extended (ARE_Maternity_EXT)	ARE_Maternity_EXT

Note: Since this is an ad-hoc time account, the process of assigning the 45 days quota must be manually carried out by admins upon request from an employee. With that, admins can also ensure that this type of leave request is applied only after consuming the maternity leave.

3. New mothers of **sick infants or infants with special needs** are entitled to a **30-day paid leave** continuously after completing their initial maternity leave period, renewable for **another 30 days without pay**.

Solution

Create a new time type called "Sick Infants Leave" with field 'attachment' and an ad-hoc time account like the steps provided for Extended Maternity Leave.

4. **Sick leave during probation period**: The worker is not entitled to paid sick leave during the probation period; however, the employer may grant them unpaid sick leave, based on a medical report issued by the medical authority that includes the need to grant the leave.

Solution

1. Create a new time type called "Sickness During Probation".
2. Create a validation rule as below and assign it to both "Sickness Leave" and "Sickness During Probation" time types to check if users apply for the correct leave type.

✔ SFCC_ARE_TO_TakeRule_ProbationSickness (SFCC_ARE_TO_TakeRule_ProbationSickness)

Scenario: Absence Validation   Change Scenario

Basic Information

		Parameters	
Start Date	01/01/1900	Name	Object
Description		Context	System Context 🔒
		Employee Time	Time Off Requests
		Time Off Rule Constants	Time Off Rule Constants 🔒
		Show More	

⊞ **Variables**

⊟ **If**

```
        ┌─ Employee Time.Time Type is equal to    Sick Leave (ARE_SICK)
  and ──┤
        └─ Employee Time.User.Job Information.Probationary Period End Date is on or after    Employee Time.Start Date
```

Then

Raise Message " SFCC_TO_ARE_ProbationSick " with Error severity
          The worker is not entitled to paid sick leave during the probation period. Please apply for unpaid Sickness during Probation leave

⊟ **Else If**

```
        ┌─ Employee Time.Time Type is equal to    Sickness during Probation (ARE_SickProbation)
  and ──┤
        └─ Employee Time.User.Job Information.Probationary Period End Date is before    Employee Time.Start Date
```

Then

Raise Message " SFCC_ARE_Sickness " with Error severity
          This leave should be applied only during Probation period

Create Absence

The worker is not entitled to paid sick leave during the probation period. Please apply for unpaid Sickness during Probation leave

Time Type * ?

Sick Leave

Start Date *   End Date *

Feb 03, 2021   Feb 03, 2021

Requesting   Returning to Work On

1 day   Feb 04, 2021

Recurring Absence

Comment

attachment

Upload

5. **Mourning/Compassionate leave:**
   - **5 days** in the event of the death of a spouse, starting from the date of death.
   - **3 days** in the event of the death of a parent, child, sibling, grandchild, or grandparent, starting from the date of death.

Solution

Create a new time type "Compassionate Leave – Spouse" with a custom field "Date of Death" and create a take rule to validate that the leave taken doesn't exceed 5 days.

Create a new time type called "Compassionate Leave - Family" with custom fields "Date of Death" and "Relationship Type".

How to add new custom field in Time-Off request?

1. Go to *Admin Center-> Configure Object Definition -> Employee Time*.
2. Navigate to *Take Action -> Make Corrections*.
3. Add a field cust_dateOfDeath, select the datatype as "date" and choose *Details*.

This field must be available only for absence type "Compassionate Leave - Spouse" and "Compassionate Leave - Family", so a condition must be configured for that.

Enter the Field Id as "timeType.externalCode" under the *Condition* section, and *Condition Values* will be the externalCode of "Compassionate Leave - Spouse" and "Compassionate Leave - Family".

Label   Date Of Death

Cascade   None

Inactivated By   No Selection

Rules

External Code

Field Criteria

Source Field Name	Destination Field Name	Default Destination Value

Condition

* Field Id   timeType.externalCode

Condition Values

value

ARE_COMP

ARE_COMP_FAM

Similarly, create the custom field "Relationship Type" with a picklist of RelationshipType.

Details

Name	cust_RelationshipType
Database Field Name	customFields.customField16
Maximum Length	38
Data Type	Picklist
Valid Values Source	ARE_RelationshipType
Hide Old Value	No
Decimal Precision	
Include Inactive Users	No
UI Field Renderer	
Transient	No

To create the picklist, follow these steps:

1. Go to **Admin Center** -> **Picklist Center** and choose "+".
2. Enter the picklist name and effective date information.
3. Save your entries.

Create a New Picklist

Code:*	ARE_RelationshipType
Name:	ARE_RelationshipType
Status:	Active
Effective Start Date:	Jan 1, 1900
Display Order:	Alphabetical
Parent Picklist:	
Legacy Picklist ID:	

Save

4. Choose "+" to enter the picklist values.

Admin Center / Picklist Center / Versions /   Edit

ARE_RelationshipType
Effective Jan 1, 1900

Name: Status:
ARE_RelationshipType   Active

Code: Effective Start Date:
ARE_RelationshipType   Jan 1, 1900

Parent Picklist: Legacy Picklist ID:
–   AE_RelationshipType

Display Order:
Alphabetical

Picklist Values (8)   Search 🔍 ➕ ◇ ↑↓ ▽

☐   External Code   Label   Status   Parent Picklist Value

5. Enter the valid values for the picklist and choose *Create*.

Add New Value

External Code:* Brother

Label:* Brother 🌐

Status: Active ⌄

R Value: —

Value: —

Create Cancel

6. Similarly, create values for father, mother, grandfather, grandmother, sons, sister, grandchildren.

ARE_RelationshipType
Effective Jan 1, 1900

Picklist Values (8)

	External Code	Label	Status	Parent Picklist Value
☐	Father	Father 🌐	Active	
☐	Mother	Mother 🌐	Active	
☐	Brother	Brother 🌐	Active	
☐	Sister	Sister 🌐	Active	
☐	Grandfather	Grandfather 🌐	Active	
☐	Grandmother	Grandmother 🌐	Active	
☐	son	son 🌐	Active	
☐	Grandchildren	Grandchildren 🌐	Active	

Create Absence

Time Type * ⓘ

Compassionate Leave_spouse ⌄

Start Date *
Jan 17, 2022 🗓

End Date *
Jan 17, 2022 🗓

Requesting
1 day

Returning to Work On
Jan 18, 2022

Recurring Absence
☐

Comment

Date Of Death

MMM dd, yyyy 🗓

How to Create a Validation Business Rule for Number of Days Allowed for Compassionate Leave

✓ SFCC_TO_ARE_TakeRule_Compassionate_Leave (SFCC_TO_ARE_TakeRule_Compassionate_Leave)

Scenario: Absence Validation   Change Scenario

Basic Information

Start Date   01/01/1900

Description

Parameters

Name	Object	
Context	System Context	🔒
Employee Time	Time Off Requests	
Time Off Rule Constants	Time Off Rule Constants	🔒

Show More

⊞ **Variables**

⊟ **If**

and
- or
  - Employee Time.Time Type is equal to   Compassionate Leave_spouse (ARE_COMP)
  - Employee Time.Time Type is equal to   Compassionate Leave Family (ARE_COMP_FAM)
- Employee Time.Start Date is not equal to   Employee Time.Date Of Death
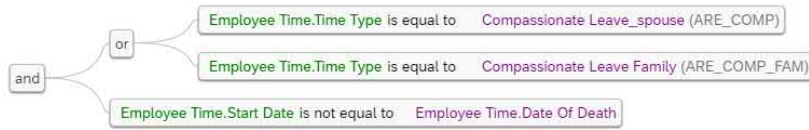
Then

Raise Message " SFCC_TO_ARE_CMP_Start " with Error severity
The leave should start from Date of Death

Else If

Employee Time.Time Type is equal to   Compassionate Leave_spouse (ARE_COMP)

and

> Get Number Of Working Days Or Hours For Period() > 5
> User: Employee Time.User
> Start Date: Employee Time.Start Date
> End Date: Employee Time.End Date
> Time Unit: Day(s)
> Consider Holidays: Yes

Then

Raise Message " SFCC_TO_ARE_Compassionate_Leave_Duration " with Error severity
Time Off request for this time type is for a maximum of 5 consecutive working day only

Else If

Employee Time.Time Type is equal to   Compassionate Leave Family (ARE_COMP_FAM)

and

> Get Number Of Working Days Or Hours For Period() > 3
> User: Employee Time.User
> Start Date: Employee Time.Start Date
> End Date: Employee Time.End Date
> Time Unit: Day(s)
> Consider Holidays: Yes

Then

Raise Message " SFCC_TO_ARE_Compassionate_Leave_Family_Duration " with Error severity
Time Off request for this time type is for a maximum of 3 consecutive working day only.

Add the business rule under the take rule for time types.

6. **Parental leave: 5 working days** of parental leave for a worker (either father or mother) who has a child to care for, to be taken in a continuous or intermittent manner within six months from the birth of the child.

Solution

1. Create a new time type for parental leave with a custom field 'Date of Birth' and an ad-hoc time account like you did with Extended Maternity Leave, and admins can assign 5 days to the account, when requested from employees.
2. Create a validation rule to check if the leave is applied within 6 months from the date of birth of the child.

Add the business rule under the take rule for time types.

7. **Study leave:** An employee may be granted **10 working days** (consecutive or intermittent) per year to attend exams at an accredited educational institution, provided that the employee has a minimum of two years of service.

Solution

1. Create a time type "Study Leave" and attach a time account type with accrual of 10 days.
2. Create a validation rule to check if the employee has worked for at least 2 years at the company.

● SFCC_TO_ARE_TakeRule_StudyLeave (SFCC_TO_ARE_TakeRule_StudyLeave)

Scenario: Absence Validation

Basic Information ✏️

Start Date   01/01/1900
Description

Parameters

Name	Object	
Context	System Context	🔒
Employee Time	Time Off Requests	
Time Off Rule Constants	Time Off Rule Constants	🔒

Show More

Variables

var_2Years_Service = Date Plus()
                    Base Date: Employee Time.User.Employment Details.Hire Date
        (Optional) **Number of Months:**   24
        (Optional)   **Number of Days:**   0

Add Variable

If

Employee Time.Start Date is on or before   var_2Years_Service ✏️ ▾

Then

Raise Message " SFCC_TO_ARE_2_Year_Service " with Error severity   ✏️ ▾
                Time Off request for this time type is allowed after 2 years service

Add the business rule under the take rule for time types.

2. Probation Period

Probation period is limited to six months.

Solution

1. Make sure the fields "Probationary Period" and "Probationary Period Measure" are visible in the *Job Information* portlet in Employee Central.
2. Create a business rule to validate that probation the period is 6 months.

How to create validation business rules for probation period?

1. Make the fields under *Job Information > Probationary Period* and *Probationary Period Measure* are visible via *Manage Business Configuration -> Employee Central -> HRIS Elements ->* jobInfo --> jobinfo_ARE.
2. Grant permission to the role via *Manage Permission Roles -> Employee Central Effective Dated Entities ->* check the access.

Specify what permissions users in this role should have.ⓘ ★= Access period can be defined at the granting rule level.

▼ User Permissions						
Performance	ARE - Contract Type	☑	☑	☑	☑	❘
	ARE - Initial Entry Date	☑	☑	☑	☑	❘
Continuous Performance User	ARE - Entry into Group	☑	☑	☑	☑	❘
Permission	ARE - Probationary Period	☑	☑	☑	☑	❘
	ARE - Probationary Period Measure	☑	☑	☑	☑	❘

Job Information ✏ 🕐

Effective as of: Jan 3, 2022

Employee Status	Active	Pay Scale Area	-
		Pay Scale Group	-
👤 Supervisor		Pay Scale Level	-
		Attachment	-
Job Classification	AE Standard Job Classification (AE_)	Notice Period Start Date	-
Job Title	-		
Local Job Title	-	Company Entry Date	Jan 03, 2022
Pay Grade	-		
Regular/Temporary	-	Time in Company	0 Years 0 Months 4 Days
Standard Weekly Hours	0	Location Entry Date	-
Working Days Per Week	0	Time in Location	-
		Department Entry Date	-
FTE	0	Time in Department	-
Is Fulltime Employee	No	Pay Scale Level Entry Date	-
Notes	-	Time in Pay Scale Level	-
Employee Class	-		
Is Shift Employee	No	Hire Date	Jan 03, 2022
Shift Code	-	Termination Date	-
Shift Rate	0	Leave of Absence Start Date	-
Shift Percent	0	Leave of Absence Return Date	-
Is Cross Border Worker	No		
Competition Clause	No	Contract End Date	-
Sideline Job Allowed	No	Employee Notice Period	-
Probationary Period End Date	Mar 31, 2022	Contract Type	-
		Initial Entry Date	-
Country/Region	United Arab Emirates	Entry into Group	-
Sick Pay Supplement	-	Probationary Period	-
Job Entry Date	Jan 03, 2022	Probationary Period Measure	-
Time in Job	0 Years 0 Months 4 Days	Employer Notice Period	-
Pay Scale Type	-		

3. Create a message via *Manage Data -> Message Definition*.
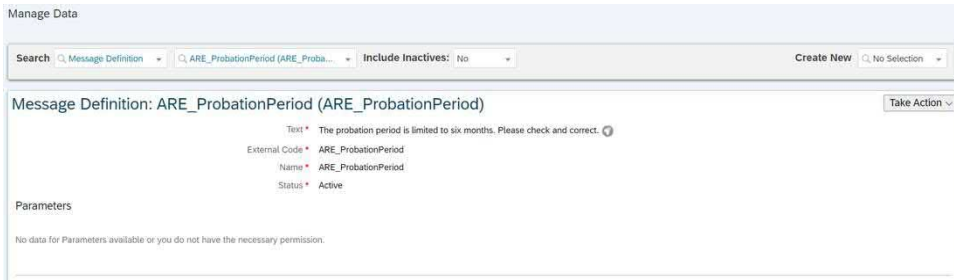
Messages can be translated into local languages by choosing the language 🌐 .

4. Create a validation rule via *Configure Business Rules* for scenario *Employee Central Core -> Validation for HRIS Elements* (using the message created in step 3.)
A new rule to limit probationary period can be only 6 months. For your reference only, you may edit your rule based on your actual practice.
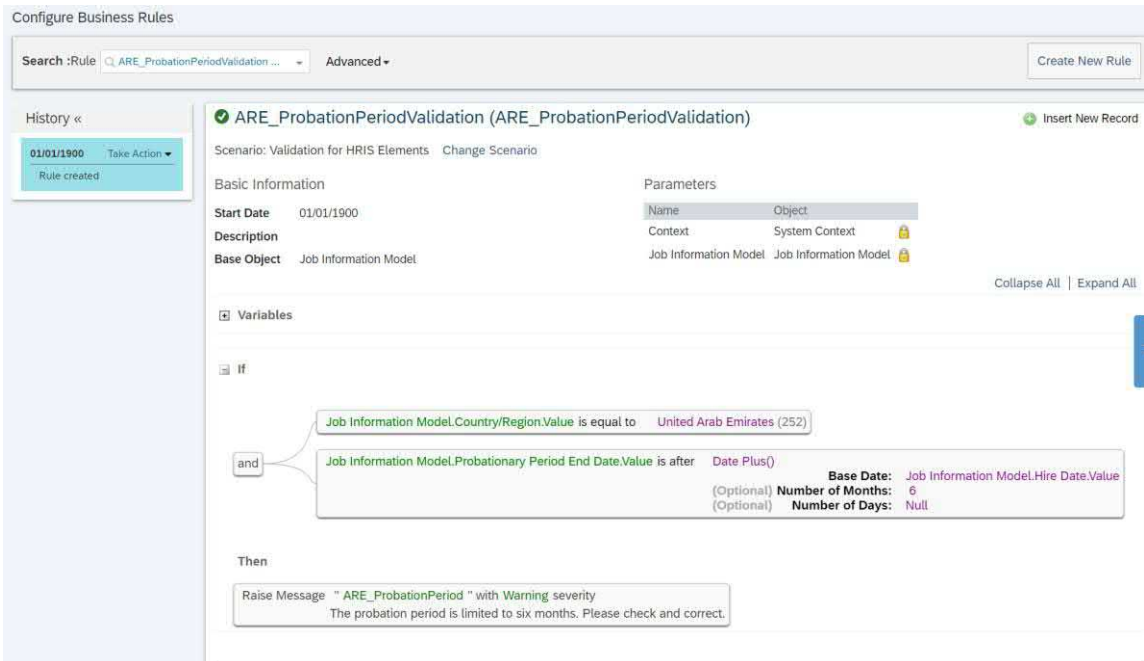
5. Assign the new rules to the field "Probation Period" via *Manage Business Configuration -> Employee Central -> HRIS Elements ->* jobInfo -> jobinfo_ARE.

6. Go to *Employment Information* and check/edit job information for *Probation Period*.

3. Notice Period

Notice of Termination during Probation period

The probation period is limited to six months, **employers** need to submit a **written 14 days'** notice before terminating the employee.
Employees wishing to change jobs during probation must submit a **one-month** notice. If they want to leave the country during probation, they must submit a **14 days'** notice.

Notice Period of Employment Contract Termination

Either party to the employment contract shall warn in writing and commit to work within the warning period agreed to in the contract, subject to a **minimum of thirty (30) days and not more than ninety (90) days.**

Solution

1. Enable the fields "Employee Notice Period", "Employer Notice Period" and "Notice Period Start Date" in *Job Information* portlet in Employee Central.
2. "Employee Notice Period" and "Employer Notice Period" will be captured upon hiring.
3. Create a new action "Notice Period" in Employee Central with reasons "by employee" or "by employer". "Notice Period Start Date" will be captured with the action.
4. The notice period action will be delimited by termination action so that the actual notice period is known (days between notice period action start and end date).
   Note: Another option can be to replicate "Notice Period Start Date" in *Job Information* portlet to infotype 0041 "Date Specification" if you don't want to use an action.
5. The calculation of penalty or compensation takes place in Employee Central Payroll based on notice period action reason (that will be replicated from Employee Central), employee/employer notice period, and actual notice period.

How to Enable "Employee Notice Period", "Employer Notice Period" and "Notice Period Start Date" Fields in Job Information Portlet
The three fields are all job info generic fields.

- Employee Notice Period --> hris field id="employee-notice-period"
- Employer Notice Period   --> hris-field id="dismissals-notice-period-for-employer"
- Notice Period Start Date --> hris-field id="notice-period-start-date"

1. Go to *Admin Center -> Manage Data -> Picklist Center*.
2. Add the parent picklist "ISOCountryList" to the notice period picklist id "EENoticePeriod" and "dismissalsNoticePeriod" for the notice period.
3. Add the values "14 days" and "30 days" to the employee "EENoticePeriod" and "30 days" to the employer "dismissalsNoticePeriod" with the parent picklist "ARE".
4. Save the information.
   Examples:

- Employee Notice Period

- Employer Notice Period

5. Go to *Admin Center -> Manage Data -> Manage Business Configuration*.
6. Select jobInfo and the country jobInfo.
7. In the HRIS fields, search the field "employee-notice-period".
8. Edit the *Label* as 'Employee Notice Period', *Enabled* as 'Yes' and *Mandatory* as Yes / No as per your requirements.
9. Select *Details* to modify the other field attributes.
10. Assign the picklist "EENoticePeriod" to the field *Picklist,* and enter "country-of-company" in the field *Parent Field for Picklist*.
11. Save the information.
12. Select jobInfo and the country jobInfo_ARE.
13. In the HRIS fields, add the field "dismissals-notice-period-for-employer".

14. Add the *Label* as 'Notice Period for Employer', *Enabled* as 'Yes' and *Mandatory* as Yes / No as per your requirements.
15. Select *Details* to modify the other field attributes.
16. Assign the picklist "dismissalsNoticePeriod" to the field *Picklist*, and enter "country-of-company" in the field *Parent Field for Picklist*.
17. Save the information.

18. Grant permission to the role via *Manage Permission Roles -> Employee Central Effective Dated Entities*.

Permission settings

Specify what permissions users in this role should have. ⊙ ★= Access period can be defined at the granting rule level.

▼ **User Permissions**					
Performance	ARE - Contract Type	☑	☑	☑	☑
	ARE - Initial Entry Date	☑	☑	☑	☑
Continuous Performance User	ARE - Entry into Group	☑	☑	☑	☑
Permission	ARE - Probationary Period	☑	☑	☑	☑
	ARE - Probationary Period Measure	☑	☑	☑	☑
Succession Planners	ARE - Employer Notice Period	☑	☑	☑	☑

Job Information ✎ 🕒

Effective as of: Jan 3, 2022

Employee Status	Active		Pay Scale Area	-
			Pay Scale Group	-
👤 Supervisor			Pay Scale Level	-
			Attachment	-
Job Classification	AE Standard Job Classification (AE_)		Notice Period Start Date	-
Job Title	-			
Local Job Title	-		Company Entry Date	Jan 03, 2022
Pay Grade	-			
Regular/Temporary	-		Time in Company	0 Years 0 Months 4 Days
Standard Weekly Hours	0		Location Entry Date	-
Working Days Per Week	0		Time in Location	-
FTE	0		Department Entry Date	-
Is Fulltime Employee	No		Time in Department	-
Notes	-		Pay Scale Level Entry Date	-
Employee Class	-		Time in Pay Scale Level	-
Is Shift Employee	No		Hire Date	Jan 03, 2022
Shift Code	-		Termination Date	-
Shift Rate	0		Leave of Absence Start Date	-
Shift Percent	0		Leave of Absence Return Date	-
Is Cross Border Worker	No		Contract End Date	-
Competition Clause	No		Employee Notice Period	-
Sideline Job Allowed	No		Contract Type	-
Probationary Period End Date	Mar 31, 2022		Initial Entry Date	-
Country/Region	United Arab Emirates		Entry into Group	-
Sick Pay Supplement	-		Probationary Period	-
Job Entry Date	Jan 03, 2022		Probationary Period Measure	-
Time in Job	0 Years 0 Months 4 Days		Employer Notice Period	-
Pay Scale Type	-			

19. Create a message via *Manage Data -> Message Definition*.

Messages can be translated into local languages by choosing the language icon ⊙.

20. Create a validation rule via Configure Business Rules for scenario Employee Central Core --> Validation for HRIS Elements (using the message created in step 3.)

A new rule to validate the employee/employer notice period based on the notice can be executed during or after probation, which can be determined by comparing *Notice Period Start Date* and *Probationary Period End Date*.

During Probation: Notice period start date is before or on *Probationary Period End Date.*
After Probation: Notice period start date is after *Probationary Period End Date.*

During Probation Period (limited to 6 months)		After Probation
Employer notice period	14-day	30min ~ 90 max calendar days
Employee notice period	one month or 14-day if leaving country	30min ~ 90 max calendar days

The following business rule is an example for your reference only. You may edit your rule based on your requirements.

During Probation Period (limited to 6 months)	After Probation
Employer notice period 14-day (ARE01)	30-day (ARE02), 60-day (ARE03), 90-day (ARE04)
Employee notice period 30-day (ARE02)/14-day (ARE01) if leaving country	30-day (ARE02), 60-day (ARE03), 90-day (ARE04)

21. Assign the new rules to the field *Employer Notice Period* via *Manage Business Configuration --> Employee Central --> HRIS Elements --> jobInfo*.

22. Assign the new rules to the field *Employer Notice Period* via *Manage Business Configuration --> Employee Central --> HRIS Elements --> employmentInfo*.

23. Go to *Employment Information* and check/edit job information for *Employer Notice Period*.
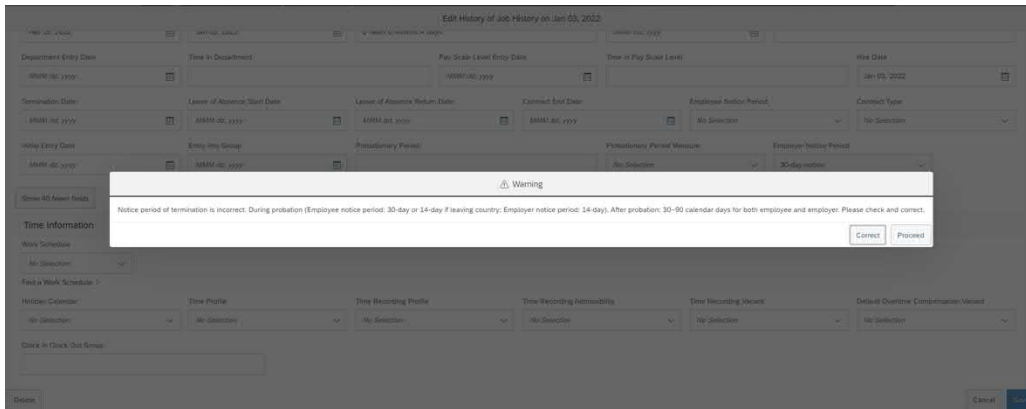
    Example:
    Hiring date: Jan 3rd, 2022
    Probationary period end date: Mar 31st, 2022
    Notice period start date: Feb 15th, 2022
    Employer notice period: Input 30-day notice then get warning message as below.

When doing "Terminate" action:

Termination date is Feb 25th, 2022, when saving the info, you will get a warning message saying that the termination date is before the notice period end date and asking for a correction. According to the data provided in this example, the valid termination date should be after the notice period, so Feb 15th, 2022 + the 14-day employer notice period (the employee is still in probation).