



Blocking and Deletion in SAP ERP HCM System View.

Iris Dopfer-Hirth, SAP
Month 06, 2017

CUSTOMER

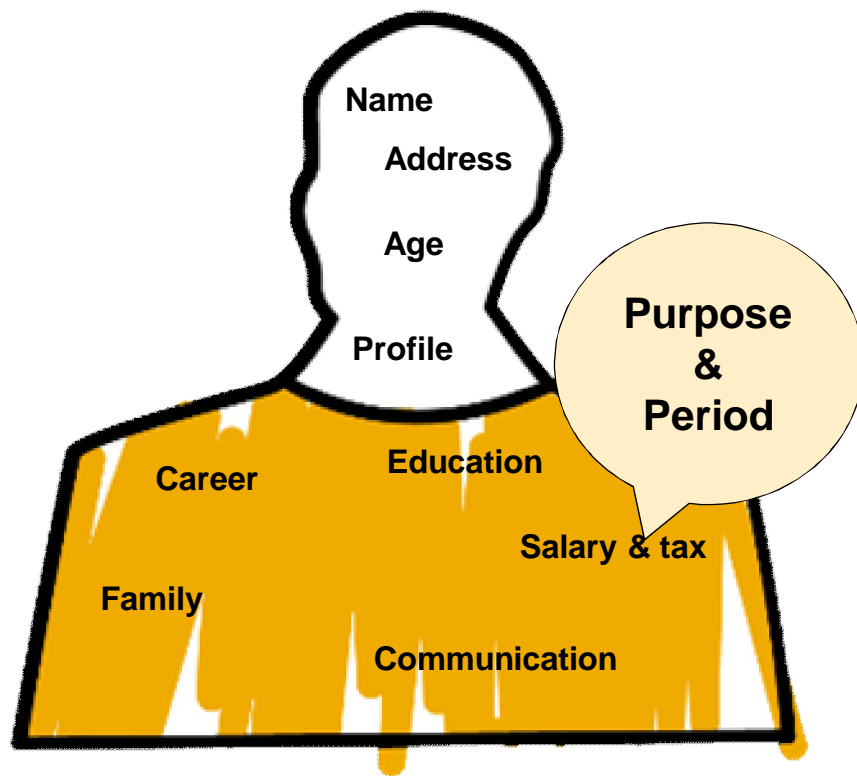


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Personal Data of an Employee



Name: Edgar Employee

Address: Any Street, Any City

Date of birth: 12/07/1980

Start of employment: 01/01/2000

Marital status: married, one daughter

Since 2000: collection of data regarding vacation days, sick leave as well as salary and tax information

And much more data....

Agenda

Motivation and Solution Overview

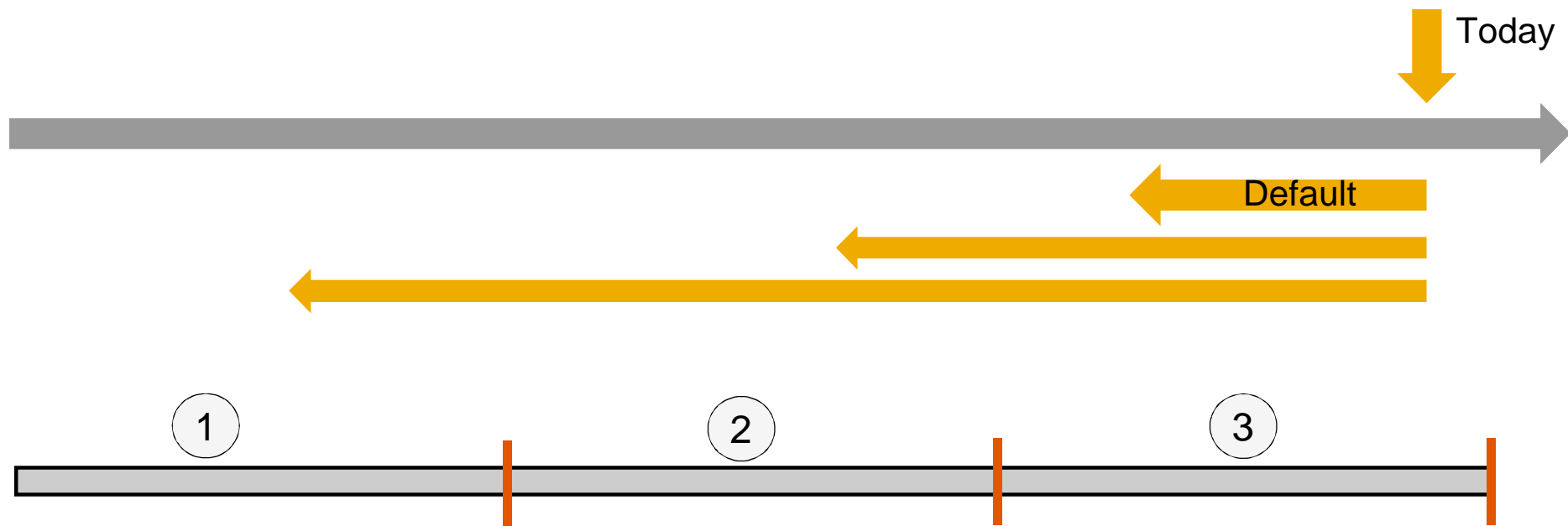
SAP ERP HCM: Data Blocking with Time-Dependent Authorization

SAP ERP HCM: Data Deletion

§ **Deletion of Infotype Data Using SAP Information Lifecycle Management**

§ Deletion of Data on Object Level

Time-Dependent Authorization (Concept)



e.g: infotype 0006 (address data):

1.1.2000 – 31.12.2005: Walldorf	1.1.2006 – 31.12.2010: Heidelberg	1.1.2011 – 31.12.2016: Wiesloch
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Blocking with time-dependent authorization

Objective

§ Objective:

- Restrict access to address data (Infotype 0006)
 - Default period: 5 Years
 - Role based period: 10 Years
-
- Switch on the solution by
 - Implementing BAdI
 - Definition of the default period
 - Definition of an additional period
 - Authorization Object P_DURATION

Blocking with time-dependent authorization

2. Step: Define & activate BAdI

Display IMG

Existing BC Sets | BC Sets for Activity | Activated BC Sets for Activity | Release Notes | Change Log | Where Else Used

Structure

Business Add-Ins: All Implementations for Definition HRPAD00AUTH_TIME

Implementation	Implementation short text
HRPAYDE_AO_Z1_TAX...	DE-TX AO: Z1-Zugriff zeitabh. Berech...
ZAUTH_TIME	test
ZNAD_PA_BLOCKING	blocking of PA data
ZPWM_AUTH_CHK_TAX...	Test Steuerprüfer: Zeiträume gemäß...

Time-Dependent Locking of Data

- Overview
- Define default authorization periods for infotypes and subtypes
- Define IDs for role-specific authorization periods
- Assign role-specific authorization periods to time period IDs
- BAdI: Set up customer-specific check for authorization periods**

Revision

Business Workflow Events

Activate/Deactivate

Blocking with time-dependent authorization

Result

Full Authorization

Employee: Edgar Employee

Object Navigator | < Back | Save | Cancel

Today

Employee | edgar employee | Advanced Search

1 Hit

Edgar Employee

Position: Integration: defa... Person... 41000151

Person... Personnel area... Org. U... -

Details: Edgar Employee

Address | New

View As: Table | Valid: For All Dates

Actions	Name	Valid From	Valid To	Street and House No.	Postal Code	Last Chan...	Last Changed By	N...
	Permanent re...	01.01.2010	Unlimited	Somewhere	69000	31.10.2016	Iris Dopfer-Hirth	
	Permanent re...	01.01.2005	31.12.2009	Somewhere	69000	31.10.2016	Iris Dopfer-Hirth	
	Permanent re...	01.01.2000	31.12.2004	Somewhere	69000	31.10.2016	Iris Dopfer-Hirth	

Default Period

Employee: Edgar Employee

Object Navigator | < Back | Save | Cancel

Today

Empl | edgar employee | Advanced Search

1 Hit

Edgar Emp...

P... Integr... P... 41000...

P... Perso... O... -

Details: Edgar Employee

Address | New

View As: Table | Valid: For All Dates

Ac...	Name	Valid F...	Valid To	Street and H...	Postal Code	Last...	Last Chang...	N..
	Perma...	01.01.2...	Unlimited	Somewhere	69000	31.10....	Iris Dopfer-Hirth	

Details: Permanent residence

Validity

Last Change

Blocking with time-dependent authorization

3. & 4. Step: Customizing Role-specific Period

3.

Change View "ID for Role-Specific Authorization Time Periods": Overview

New Entries

Time Period ID	Text for Time Prd ID
ALL	ALL
ID1	
ID10	10 years

4.

Change View "Assign Authorization Time Period to Time Period ID": Overview

New Entries

Ctry Grouping 01 Germany

Time Period ID	Text for Time Prd ID	Time Period in Months
ALL	ALL	999
ID1		10
ID10	10 years	120

Blocking with time-dependent authorization

5. Step: P_Duration in PFCG role and assign role to user

Display Role: Authorizations

Maint.: 0 Unmaint. org. levels 0 open fields, Status: Unchanged

ZID_HRAUTH_ROLE1 Test

- Manually Human Resources HR
- Manually Authorization Time Periods for HR Master Data P_DURATION
 - Manually Authorization Time Periods for HR Master Data T-Q309187700

ID for Role-Specific Authoriza	ID10	DUR_KEY
Infotype	0006	INFTY
Personnel Area	DE01, DE02	PERSA
Employee Group	*	PERSG
Employee Subgroup	*	PERSK
Subtype	*	SUBTY
Organizational Key	*	VDSK1

Blocking with time-dependent authorization

Result

Full Authorization

Employee: Edgar Employee

Object Navigator | < Back | Save | Cancel

Employee: edgar employee

1 Hit

Edgar Employee

Position: Integration: defa... Person... 41000151

Person... Personnel area... Org. U... -

Details: Edgar Employee

Address

View As: Table | Valid: For All Dates

Actions	Name	Valid From	Valid To	Street and House No.	Postal Code	Last Chan...	Last Changed By	N...
	Permanent re...	01.01.2010	Unlimited	Somewhere	69000	31.10.2016	Iris Dopfer-Hirth	
	Permanent re...	01.01.2005	31.12.2009	Somewhere	69000	31.10.2016	Iris Dopfer-Hirth	
	Permanent re...	01.01.2000	31.12.2004	Somewhere	69000	31.10.2016	Iris Dopfer-Hirth	

Enhanced Period

Employee: Edgar Employee

Object Navigator | < Back | Save | Cancel

Emr: edgar employee

1 Hit

Edgar E...

P... Integ... P... 4100...

P... Pers... O... -

Details: Edgar Employee

Address

View As: Table | Valid: For All Dates

Acti...	Name	Valid From	Valid To	Street and Hous...	Postal Code	Last Ch...	Last Changed By	N...
	Permanent...	01.01.2010	Unlimited	Somewhere	69000	31.10.2016	Iris Dopfer-Hirth	
	Permanent...	01.01.2005	31.12.2009	Somewhere	69000	31.10.2016	Iris Dopfer-Hirth	

Details: Permanent residence

Validity

Last Change

Valid From/To: 01.01.2010 - Unlimited

Last Changed On/By: 31.10.2016 Iris Dopfer-Hirth

Agenda

Motivation and Solution Overview

SAP ERP HCM: Data Blocking with Time-Dependent Authorization

SAP ERP HCM: Data Deletion

§ **Deletion of Infotype Data Using SAP Information Lifecycle Management**

§ Deletion of Data on Object Level

Deletion of Infotype Data

Using SAP Information Lifecycle Management

Archive &
Deletion with
PU22

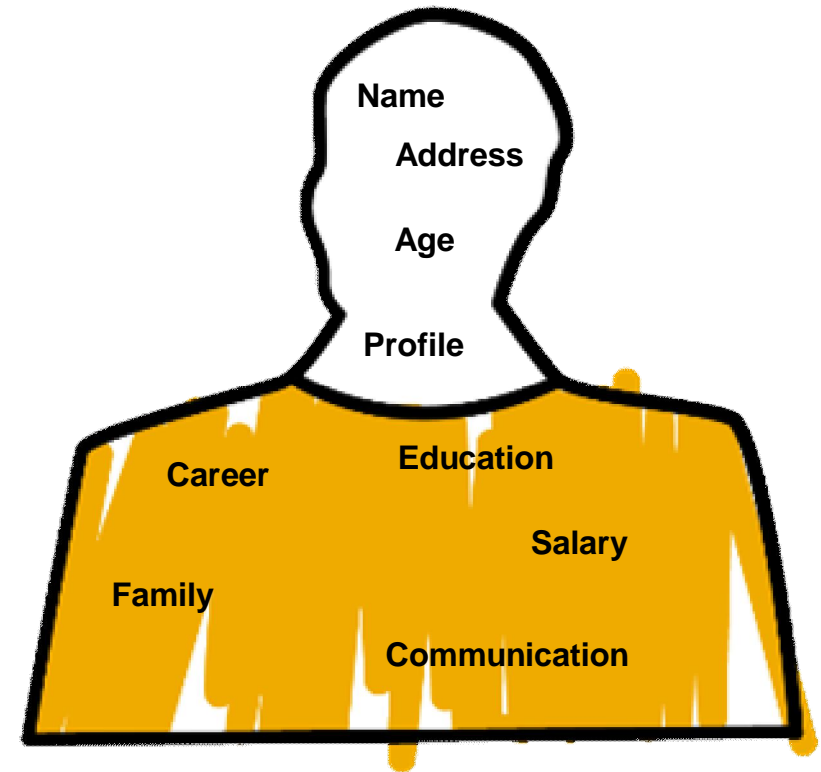
PA_LDOC	- Long Term Documents
PA_CALC	- Payroll Results
PA_TIME	- Time data - Results of analysis

Deletion

HRPA_CHLLN	- Challenge
HRPA_CTRCT	- Contract Elements
HRPA_LOAN	- Loans
HRPA_PWAT	- Powers of Attorney
HRPA_PYDTL	- Payment Details
HRPA_TASK	- Date Monitoring (IT0019)
HRTIM_ABS	- Absences
HRTIM_ATT	- Attendance
HRTIM_MAT	- Maternity Protection
HRTIM_PWS	- Planned Working Time (IT0007)
HRTIM_QUOT	- Time Quotas

Archive &
Deletion

HRPD_PREL	- Relationships for Person (HRP1001)
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Deletion of Absences by using ILM

§ Objective:

- Deletion of absence data related to vacation
- Retention period: 5 years after vacation, starting with end of year

§ ILM Object HRTIM_ABS (TA: IRM_CUST)

– Available **Condition Fields**:

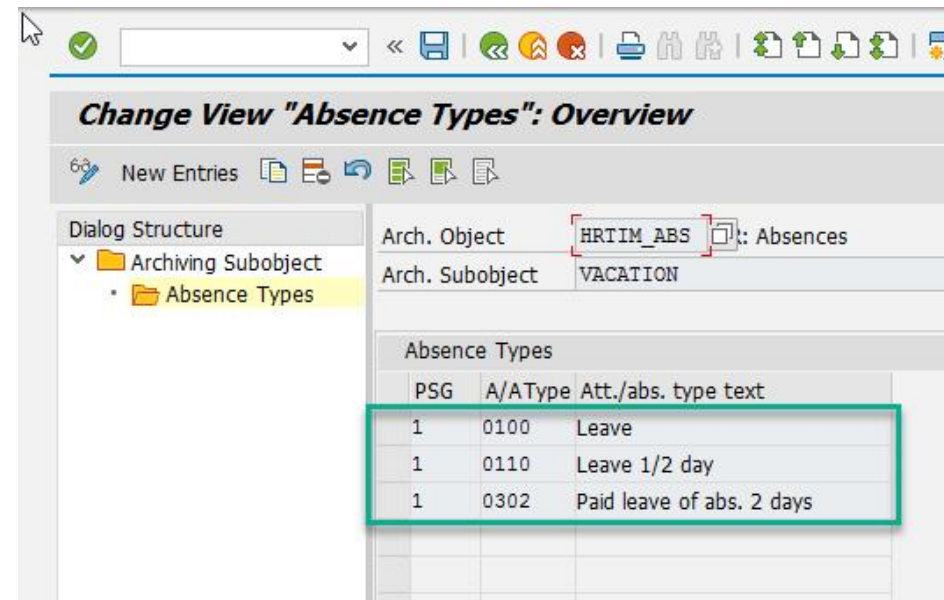
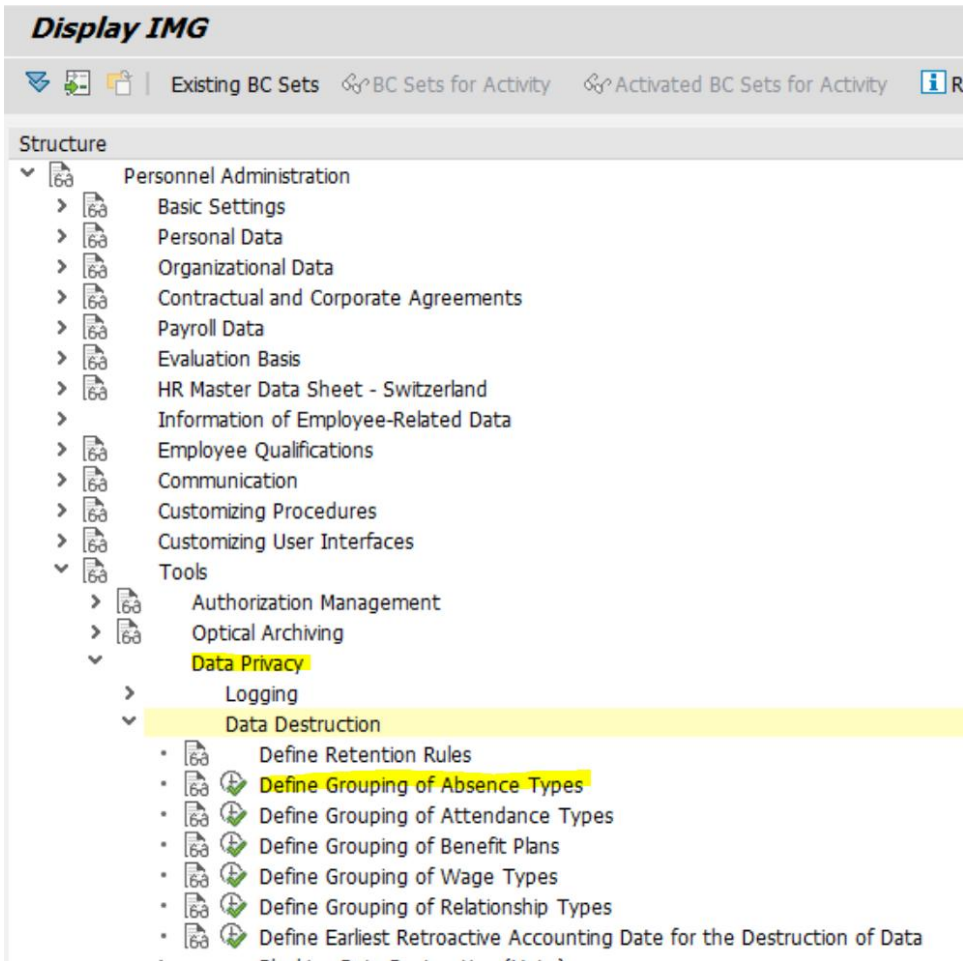
- EMPLOYEE_GROUP, EMPLOYEE_SUBGROUP
- IS_QUOTA
- MOLGA
- SUBTYPE_GROUP

– Available **Time References**:

- END_OF_YEAR
- HCM_BEGIN_OF_RECORD, HCM_END_OF_RECORD

Data Deletion with ILM objects: Customizing

1 Step: Grouping Definition -> Condition Fields



Data Deletion with ILM objects: Customizing

2 Step: ILM Rule Definition

§ Prerequisite:

§ Business Function „ILM“ active

§ Audit Area HCM_DP assigned to HRTIM_ABS

ILM Policies

Policy Category Retention Rules Audit Area HCM Data Privacy Object Category SAP Business Suite ILM Object HR: Absences

✔ Policy was saved in status 'Live'

Save Display Back

Policies

Change Status Transport Export Import Overview

Policy Name	Policy Status	Object in Audit Area	Changed on	Changed by	Comment
DEMO1	Live	<input checked="" type="checkbox"/>	29.11.2016	DOPFERHIRTH	

Rules for Policy DEMO1

=> 31.12.2011

SAP System	To	Client	To	Ctry Grouping	To	Arch. Subobject	To	Min. Retent. Time	Max. Retention Time	Retention Time Unit	Time Ref.	Time Offset
				01	01	VACATION	VACATION	5	5	Year	End of Year	

Data Deletion with ILM objects: Execution

3 Step: Transaction SARA

Archive Administration: Initial Screen

Logs Customizing Database Tables Information System Statistics ILM Browser Check/Delete

Archiving Object HRTIM_ABS HR: Absences

Actions

- Preproc
- Write
- Delete
- Archive System
- Management

1. Step

2. Step

Preproc Variant

Edit Variants: Report RPT_ABS_PRE, Variant DEMO

Variant Attributes OrgStructure Search Help

Selection Criteria

Personnel Number 41000151

Identification of Session

Description DEMO

Selection Parameters

Select Data Until 29.11.2016

Country Grouping 01

Grouping Absence Type VACATION

Processing Options

- Test run
- Detailed Log

Data Deletion with ILM objects: Execution

3 Step: Transaction SARA

Details: Edgar Employee

Payroll Status View As: Table Valid: For All Dates

Actions	Valid	Earl.pers. RA d...	Earliest MD cha...	Accounted to	Payroll correction	Last Changed On	Last Changed By	Notes
	Unlimited		01.01.2015		<input type="checkbox"/>	29.11.2016	Iris Dopfer-Hirth	

Details: Edgar Employee

Absences View As: Table Valid: For All Dates

Actions	Absence Type	Valid From	Valid To	Absence Days	Last Changed On	Last Changed By	Notes
	Leave	14.11.2011	29.11.2011	12,00	31.10.2016	Iris Dopfer-Hirth	
	Leave	27.12.2010	29.12.2010	3,00	31.10.2016	Iris Dopfer-Hirth	
	Leave	27.12.2000	29.12.2000	3,00	31.10.2016	Iris Dopfer-Hirth	

Logs

Job Overview Job Log Spool List

Archiving Object/Action/Logs

Pro...	Ses...
27.06.2017 15:38:15 DO	Test ...

Log (Summary) Log (Details)

Type Message Text

- Selection date "Select Data Until" reset to 31.12.2014
- Criteria for the destruction of data met
- Criteria for data destruction fulfilled for PTQUODED
- Criteria for the destruction of data met
- Criteria for data destruction fulfilled for PTQUODED
- Criteria for the destruction of data met
- Criteria for data destruction fulfilled for PTQUODED
- Data for archiving subobject VACATION to prepared for destruction on 31.12.2011
- 1 employees processec
- This was a test run; no data was destroyed

LTxt Object

41000:5:	27.12.2000 29.12.2000
41000:5: 200: 0:00	27.12.2000 29.12.2000
41000:5: 200: 0:00	27.12.2010 29.12.2010
41000:5: 200: 0:00	27.12.2010 29.12.2010
41000:5: 200: 0:00	14.11.2011 29.11.2011
41000:5: 200: 0:00	14.11.2011 29.11.2011
41000:5: 0283 VACATION	01.01.1800 31.12.2011

HRTJM_ABS

Data Deletion with ILM objects: Execution

After Deletion

Details: Edgar Employee

Payroll Status View As: Table Valid: For All Dates

...	Actions	Valid	Earl.pers. RA d...	Earliest MD cha...	Accounted to	Payroll correction	Last Changed On	Last Changed By	Notes
		Unlimited		01.01.2015		<input type="checkbox"/>	29.11.2016	Iris Dopfer-Hirth	

Details: Edgar Employee

Payroll Status View As: Table Valid: For All Dates

...	Actions	Valid	Earl.pers. RA date	Earliest MD cha...	Accounted to	Payroll correction	Last Changed On	Last Changed By	Notes
		Unlimited	01.01.2012	01.01.2015		<input type="checkbox"/>	29.11.2016	Iris Dopfer-Hirth	

Thank you.

Contact information:

Iris Dopfer-Hirth

Product Manager Data Privacy, HCM Core

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