

The Form of Import File from Attendance Record Systems into OLYMP

The bridge between the two systems is formed by text file.
It represents summary of a calendar month.

File title:

MM_YYYY.dat (MM – month, YYYY – year)

Description of sentence structure exported from the attendance record system:

DESCRIPTION	LENGTH AND FORMAT	NOTE
Personal number	C (20)	Personal identification number
Wage code	C (4)	Extra pay or absence code
Date of commencement	C (10), DD.MM.RRRR	First date of absence
Date of conclusion	C (10), DD.MM.RRRR	Last date of absence
Days	C (10), 0.00	Number of days of incidence
Hours	C (10), 0.00	Number of hours of incidence
Sum	C (10), 0.00	Sum in SKK of incidence
Center	C (10)	Center
Order	C (10)	Order 20

- rows are separated CR, LF,
- columns are of fixed length,
- wage code is based on wage system indicator,
- hourly extra pay and pay in SKK per month are transferred summarized and thus there is no point in stating dates of commencement and conclusion in those sentences,
- days off can be taken also by ½ days. In the examples given 310 is the code of holidays. The PIN number 111111 is assigned a daily net workload of 8 hours, and similarly, PIN 4444 is assigned 7.5 hours,
- the sum of hours at work per month can not be transferred,
- the items Center and Order are optional
- if absence is inserted without date of commencement, it is considered a continuation of absence in the previous month

Example:

→ absence:

111111	310	13.05.2002	13.05.2002	0.50	4.00	0.00	1
111111	310	14.05.2002	14.05.2002	0.50	4.00	0.00	2
111111	8	06.05.2002	06.05.2002	1.00	7.75	0.00	
4444	10	01.05.2002	01.05.2002	1.00	7.50	0.00	
4444	10	08.05.2005	08.05.2002	1.00	7.50	0.00	
4444	310	02.05.2002	02.05.2002	0.50	3.75	0.00	
4444	310	10.05.2002	10.05.2002	0.50	3.75	0.00	
4444	8	06.05.2002	06.05.2002	1.00	7.50	0.00	
4444	8	14.05.2002	14.05.2002	0.00	5.25	0.00	
4444	N01	16.05.2002	18.05.2002	2.00	15.00	0.00	

→ Hourly extra pay (e.g. extra pay for work in afternoon or night shift, Saturdays, Sundays, public holidays, hazardous environment, overtime...)

4444	135001.05.2002	01.05.2002	0.00	38.03	0.00
4444	137001.05.2002	01.05.2002	0.00	24.75	2475.00
4444	137001.05.2002	01.05.2002	0.00	133.50	0.00

→ Extra pay in SKK (e.g. special bonuses...)

4444	200	01.05.2002	01.05.2002	0.00	0.00	1000.00
4444	300	01.05.2002	01.05.2002	0.00	0.00	500.00