



MANUAL BAGI MENGEMASKINI
“MAKLUMAT KENAIKAN PANGKAT SECARA KHAS
BATANG TUBUH (Personal To Holder - PTH)”

1. Klik "Workforce Administration"

Menu

- Self Service
- Manager Self Service
- Reporting Tools
- Workforce Administration
- Global Payroll & Absence Mgmt
- Workforce Development
- Organizational Development
- Set Up HRMS
- Set Up ELM
- My Content
- Content Management
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- Change My Password
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Welcome

Welcome to GEMS!

*"Towards Excellent, Interactive and Integrated Public Service
in line with 21st Century's Civil Service Vision"*

For any inquiries, please contact GEMS Helpdesk at +6732382407 or email at gems.helpdesk@psd.gov.bn

GEMS Help Centre

Please click [here](#) or on "GEMS Help Centre" link at the top right-hand corner to get help on GEMS functionalities.

Computer Based Training on Absence Request (Malay Guide):

- [Absence Request \(Malay Guide\)](#)

Discussion Forums

No Discussions available

Sistem Perumahan

- [Maklumat Kelas Rumah](#)
- [Maklumat Tuan Punya Rumah](#)
- [Maklumat Rumah Sewa](#)
- [Maklumat Penghuni](#)
- [Menjana Laporan](#)

GEMS News

APLIKASI KEHADIRAN GEMS

Assalamualaikum dan Salam Sejahtera,

Aplikasi kehadiran kini telah diperbaharui dengan penambahan "Attendance Reason" dalam paparan kehadiran GEMS. Ianya menyediakan pilihan seperti **Datang Kerja, Balik Tengahari, Urusan Rasmi, Urusan Peribadi dan Balik Kerja**.

Aplikasi ini akan digunakan secara percubaan pada **minggu ketiga bulan September 2014**. Dipohonkan kerjasama semua pengguna untuk meneruskan penggunaan aplikasi kehadiran ini seperti biasa secara berterusan walaupun ianya dalam tempoh percubaan.

- **Punat *Punch In* dan *Punch Out***

Ketika Punat ***Punch In*** ditekan maka *Attendance Reasons* - **Datang Kerja** sahaja yang dapat dipilih, ianya adalah bagi maksud:

- Mula masuk bertugas sebelah pagi;
- Kembali bertugas setelah selesai urusan rasmi / peribadi diluar pejabat; atau
- Kembali bertugas disebelah petang.

Ketika Punat ***Punch Out*** ditekan maka *Attendance Reasons* - **Balik Tengahari ; Urusan Rasmi ; Urusan Peribadi ; atau Balik Kerja** boleh dipilih bagi tujuan-tujuan yang berkaitan.

- **Ruang Comment**

Bagi yang memilih **Urusan Rasmi dan Urusan Peribadi** maka **Ruang Comment** menjadi **mandatori**. Jika ruang tidak diisikan maka ianya akan menghalang dari melakukan **Save**.

Untuk maklumat lanjut mengenai perkara ini bolehlah menghubungi **Meja Bantu (Helpdesk) GEMS**;

Quick Links

My E-mail	My Calendar
My Payslips	My Benefits
My Performance	My Learning
My Careers	My Reports
My Surveys	My Time & Attendance
Team Learning	Request Absence
My Exam Results	Induction Documents Checklist

My Leave Balance

[Absence Balances as of 31/10/2016](#)

If you view your Absence Balances, your leave balance of Annual Entitlement is as of 31/10/2016. Should you noticed that the leave balance is not correct, please consult your GEMS Human Resource Specialist Absence (HRS Absence) at your Administration Section.

2. Klik "Job Information"

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[Main Menu >](#)

 Workforce Administration Hire employees, add non-employees, maintain personal and job data, administer global assignments, labor relations, absence and vacation.	 Personal Information Maintain information about a person regardless of Jobs. <ul style="list-style-type: none"> Add a Person Manage Hires Modify a Person6 More...	 Job Information Maintain information about a person tied to a specific job record <ul style="list-style-type: none"> Job Data Add Employment Instance Add Additional Assignment5 More...
 Reports Repository A repository to view report that has been generated.	 Collective Processes Processes that affect multiple people <ul style="list-style-type: none"> Outstanding Task Alert	 Self Service Transactions Administer Self Service workflow transactions. <ul style="list-style-type: none"> Workflow Inquiry Approvals and Delegation Employee Address Changes5 More...
 Absence and Vacation Identifies absence and vacation, including specific types of leave. Also allows working time monitoring <ul style="list-style-type: none"> Track Absence History Absence Reports	 Workforce Reports General Workforce Reporting <ul style="list-style-type: none"> Employee Portfolio Report Change of Service Stats Rpt Establishment Budget Rpt9 More...	 Time and Attendance Reports <ul style="list-style-type: none"> Attendance Rating Report Detailed Attendance Report Retirement Package Report
 Attendance <ul style="list-style-type: none"> Ad Hoc Auto Punch Out Ad Hoc AutoPunch Out (AM) Ad Hoc AutoPunch Out (EV)5 More...		

3. Klik "Job Data"

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Main Menu > Workforce Administration >

Job Information

Maintain information about a person tied to a specific job record

 Job Data Enter job information including work location and compensation details.	 Add Employment Instance Add a new employment organizational instance for a person.	 Add Additional Assignment Create an additional assignment record for a person's organizational instance.
 Move Assignment to another Inst Move assignment to another instance moves additional assignments associated with an instance to another instance.	 Demote an Instance Demotes an Instance which doesnot have additional assignments to the desired Instance.	 Current Job Maintain data about a current job.
 Pay Rate Change Create pay rate changes.	 Contract Administration Maintain contracts or other written agreements with their employees and contractors <ul style="list-style-type: none">Update ContractsDefine Contract TypesDefine Contract ClausesDefine Contract Templates	

6a. Peringatan:

(Bagi ruang **"Empl Rcd Nbr"**)

- i. Empl Rcd Nbr 1 dan seterusnya adalah maklumat **"Secondary Job"** (Lantikan Memangku / Penempatan / Diperbantukan)
- ii. Jika tidak ada **"Secondary Job"** apabila di klik **"Search"**, **"Work Location page"** secara automatik akan terpapar.

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Find an Existing Value

EmplID:

Empl Rcd Nbr:

Name:

Last Name:

Second Name:

Alternate Character Name:

Middle Name:

Include History Correct History Case Sensitive

4. Masukkan No. Kad Pengenalan Kakitangan di ruang **"EmplID"**

5. Tandakan **"Include History"** dan **"Correct History"**

[Basic Search](#)

6. Klik **"Search"**

Search Results

View All

EmplID	Empl Rcd Nbr	Name	Last Name	Second Name	Alternate Character Name	Middle Name
700000010	0	ABDUL RAHMAN BIN ABDUL RAHIM	BINABDULRAHIM	(blank)	(blank)	(blank)
7000000123		ABDUL RAHMAN BIN ABDUL RAHIM	BINABDULRAHIM	(blank)	(blank)	(blank)
70000001104		ABDUL RAHMAN BIN ABDUL RAHIM	BINABDULRAHIM	(blank)	(blank)	(blank)
70000001105		ABDUL RAHMAN BIN ABDUL RAHIM	BINABDULRAHIM	(blank)	(blank)	(blank)
70000001106		ABDUL RAHMAN BIN ABDUL RAHIM	BINABDULRAHIM	(blank)	(blank)	(blank)
70000001107		ABDUL RAHMAN BIN ABDUL RAHIM	BINABDULRAHIM	(blank)	(blank)	(blank)
70000001108		ABDUL RAHMAN BIN ABDUL RAHIM	BINABDULRAHIM	(blank)	(blank)	(blank)
70000001109		ABDUL RAHMAN BIN ABDUL RAHIM	BINABDULRAHIM	(blank)	(blank)	(blank)
70000001110		ABDUL RAHMAN BIN ABDUL RAHIM	BINABDULRAHIM	(blank)	(blank)	(blank)
70000001111		ABDUL RAHMAN BIN ABDUL RAHIM	BINABDULRAHIM	(blank)	(blank)	(blank)
70000001112		ABDUL RAHMAN BIN ABDUL RAHIM	BINABDULRAHIM	(blank)	(blank)	(blank)

7. Klik rekod **"0"** untuk melihat data kakitangan

***Peringatan:**

- i. Sebelum awda klik “+” pastikan tarikh yang hendak dikemaskini tersusun.
- ii. Jika tarikh adalah tarikh yang sama sila isikan di ruang “**Sequence**” dengan nombor berlari (Jika no. Sekarang “0” maka isikan “1”).
- iii. Setelah awda klik “+” rekod baru akan bertambah.

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Work Location

ABDUL RAHMAN

Work Location Find First 1 of 2 Last

HR Status: Active Payroll Status: Active Go To Row +

*Effective Date: 02/05/2016 [Calendar] Sequence: 0 *Job Indicator: Primary Job

*Action: Promotion *Reason: Salary Grade Advance

Current

Last Start Date: 01/03/2012 Termination Date:

Expected Job End Date [Calendar] Expected End Date: [Calendar]

Position Entry Date: 01/03/2012

Position Number: 70000003 KERANI

Override Position Data Position Management Record

Regulatory Region: GOBRN Brunei Darussalam

Company: SA0 Prime Minister's Office

Business Unit: SA01A Prime Minister's Office Department Entry Date: 01/03/2012

Department: SA12700308 JABATAN PERKHIDMATAN AWAM - BAHAGIAN GEMS

Location: BRN0100035 Bangunan SPA

Establishment ID: [Search] Date Created: 14/11/2016

Job Data [Employment Data](#) [Benefits Program Participation](#) [Appraisal Result](#)

8. Klik “+” untuk menambah rekod baru.

9. Klik “**Calendar**” untuk memilih tarikh Kenaikan Pangkat Secara Khas batang tubuh (PTH)

10. Klik “**Action**” : “**Promotion**”
“**Reason**” : “**Salary Grade Advance**”

[Work Location](#) | [Job Information](#) | [Job Labor](#) | [Payroll](#) | [Salary Plan](#) | [Compensation](#) | [Job Additional Information](#)

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 - Calculate Compensation
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 - Supervisor Request USF
 - 1st Rqst Authorization USF
 - 2nd Rqst Authorization USF
 - Approve Request USF
 - HR Processing USF
 - Correct Personnel Action USF
 - Cancel Personnel Action USF
 - Correct IRR USF
 - Supplement to IRR USF
 - Business Expenses
 - Company Property
 - Credit Card
 - Mandates FRA
 - Request Job Change
 - Review My Job Change Request
 - Review All Job Change Request
 - Review Errors and Warnings
 - Review NFC PACT SINQs USF

Work Location | Job Information | Job Labor | Payroll | Salary Plan

ABDUL RAHMAN BIN ABDUL RAHIM EMP

Work Location Find First 1 of 2 Last

HR Status: Active Payroll Status: Active Calculate Status and Dates Go To Row + -

*Effective Date: 02/05/2016 Sequence: 0 *Job Indicator: Primary Job

*Action: Hire *Reason: First Job

Last Start Date: 01/03/2012 Termination Date:

Expected Job End Date Expected End Date:

Position Number: 70000003 KERANI

Override Position Data Position Management Record

Regulatory Region: GOBRN Brunei Darussalam

Company: SA0 Prime Minister's Office

Business Unit: SA01A Prime Minister's Office Department Entry Date: 01/03/2012

Department: SA12700308 JABATAN PERKHIDMATAN AWAM - BAHAGIAN GEMS

Location: BRN0100035 Bangunan SPA

Establishment ID: Date Created: 15/11/2016

Job Data | Employment Data | Benefits Program Participation | Appraisal Result

Save Return to Search Previous in List Next in List Notify Previous tab Next tab Refresh Update/Display Include History Correct History

Work Location | Job Information | Job Labor | Payroll | Salary Plan | Compensation | Job Additional Information

www.gems.gov.bn:4430 says:

Warning -- date out of range. (15,9) The date entered is either more than 30 days in the past or 30 days in the future. This is not normally true for this date. Either acknowledge that the date is OK, or correct the entered date.

Prevent this page from creating additional dialogs.

OK

9a.*Peringatan:

Jika terdapat "Error message" ketika awda klik di ruang kalendar setelah mengisikan tarikh, Awda cuma perlu klik "Ok" sahaja.

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ABDUL RAHMAN BIN ABDUL RAHIM EMP ID: 70000001 Empl Rcd #: 0

Work Location		Find		First 1 of 2 Last	
HR Status:	Active	Payroll Status:	Active	Go To Row + -	
*Effective Date:	02/05/2016	Sequence:	0	*Job Indicator:	Primary Job
*Action:	Promotion	*Reason:	Salary Grade Advance	Current	
Last Start Date:	01/03/2012	Termination Date:			
Expected Job End Date		Expected End Date:			
Position Number:	70000003	KERANI	Position Entry Date:	01/03/2012	
Override Position Data		<input type="checkbox"/>	Position Management Record		
Regulatory Region:	GOBRN	Brunei Darussalam			
Company:	SA0	Prime Minister's Office			
Business Unit:	SA01A	Prime Minister's Office	Department Entry Date:	01/03/2012	
Department:	SA12700308	JABATAN PERKHIDMATAN AWAM - BAHAGIAN GEMS			
Location:	BRN0100035	Bangunan SPA			
Establishment ID:		Date Created:	14/11/2016		

[Job Data](#) | [Employment Data](#) | [Benefits Program Participation](#) | [Appraisal Result](#)[Save](#) | [Return to Search](#) | [Previous in List](#) | [Next in List](#) | [Notify](#) | [Previous tab](#) | [Next tab](#) | [Refresh](#) | [Update/Display](#) | [Include History](#) | [Correct History](#)[Work Location](#) | [Job Information](#) | [Job Labor](#) | [Payroll](#) | [Salary Plan](#) | [Compensation](#) | [Job Additional Information](#)**11. Klik "Note".****11a. *Peringatan:**
Tanda **"Processing"** akan terpapar setelah menekan **"Note"**

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Job Data Notepad

▷ Instructions

▽ Selection Criteria

*ID: 70000001	ABDUL RAHMAN BIN ABDUL RAHIM	Search
*Empl Rcd#: 0		
*Eff Date: 2016-05-02		
*Sequence: 0		
Earliest Note Date: <input type="text"/>	End: <input type="text"/>	

▽ Selected Note(s)

Delete

Transfer

[Select All Notes](#)

[Clear Selections](#)

Add a New Note

Return To: [Job Data Page](#)

There are no existing notes for the specified search criteria.

Return To: [Job Data Page](#)

12. Klik "Add a New Note"

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My Links [New Window](#) [Print Page](#)**Save****Job Data Notepad - Selected Note****Instructions****Applications****Selected Note**

ID: 70000001 ABDUL RAHMAN BIN ABDUL RAHIM Created: 16/11/2016 4:14PM
Empl Rcd#: 0 Creator: NORINE BINTI HAJI DURAHMAN
Eff Date: 2016-05-02 Last Update: 16/11/2016 4:20PM
Sequence: 0 by: 00122854

Subject: PERUBAHAN TANGGAGAJI KHAS BATANG TUBUH (KBT)

Note Text: PERUBAHAN TANGGAGAJI KHAS BATANG TUBUH (KBT) SEBANYAK.....MERUJUK SURAT BILANGAN BERTARIKH:.....

Save

< Previous Next >

Return To: [Note Selection Page](#)[Job Data Page](#)

13. Isikan "**Subject**" dan "**Note Text**" mengikut isi kandungan surat / memo berkenaan.

14. Klik "**Save**"

14a. *Peringatan:
Pastikan tanda "**Save**" ter papar setelah menekan "**Save**"

15. Klik "**Job Data Page**" untuk kembali ke muka hadapan

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Work Location | [Job Information](#) | [Job Labor](#) | [Payroll](#) | **Salary Plan** | [Compensation](#) | [Job Additional Information](#)

ABDUL RAHMAN BIN ABDUL RAHIM EMP ID: 70000001 Empl Rcd #: 0

Work Location		Find	First	1 of 2	Last
HR Status:	Active	Payroll Status:	Active	Go To Row + -	
*Effective Date:	02/05/2016	Sequence:	0	*Job Indicator: Primary Job	
*Action:	Promotion	*Reason:	Salary Grade Advance	Current	
Last Start Date:	01/03/2012	Termination Date:			
Expected Job End Date		Expected End Date:		Position Entry Date: 01/03/2012	
Position Number:	70000003	KERANI	<input type="checkbox"/> Position Management Record		
Override Position Data					
Regulatory Region:	GOBRN	Brunei Darussalam			
Company:	SA0	Prime Minister's Office			
Business Unit:	SA01A	Prime Minister's Office	Department Entry Date:	01/03/2012	
Department:	SA12700308	JABATAN PERKHIDMATAN AWAM - BAHAGIAN GEMS			
Location:	BRN0100035	Bangunan SPA			
Establishment ID:		Date Created:	16/11/2016		

16. Klik "Salary Plan"

Job Data | [Employment Data](#) | [Benefits Program Participation](#) | [Appraisal Result](#)

[Save](#) | [Return to Search](#) | [Previous in List](#) | [Next in List](#) | [Notify](#) | [Previous tab](#) | [Next tab](#) | [Refresh](#) | [Update/Display](#) | [Include History](#) | [Correct History](#)

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 - Supervisor Request USF
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 - HR Processing USF
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 - Cancel Personnel Action USF
 - Correct IRR USF
 - Supplement to IRR USF
 - Business Expenses
 - Company Property
 - Credit Card
 - Mandates FRA
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 - Review NFC PACT SINQs USF
 - Review NFC PMSO SINQs USF

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ABDUL RAHMAN BIN ABDUL RAHIM EMP ID: 70000001 Empl Rcd #: 0

Salary Plan Find First 1 of 2 Last

Effective Date:	02/05/2016	Effective Sequence:	0	Job Indicator:	Primary Job	Go To Row
Action:	Promotion	Reason:	Salary Grade Advance	Current		
*Salary Administration Plan:	0170	D.1-2-3 EB 4-5				
*Grade:	01	Grade Entry Date:	01/03/2012			
*Step:	1	Step Entry Date:	01/03/2012			
Salary (BND):	530.00					
Includes Wage Progression Rule	<input type="checkbox"/>					

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17. Klik "Look Up" pada "Salary Administration Plan" untuk mencari Tanggagaji

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Look Up *Salary Administration Plan

SetID: GOBRN
Salary Administration Plan: begins with
Description: begins with
 [Basic Lookup](#)

18. Masukkan tanggagaji kakitangan seperti contoh yang di berikan

Search Results

Only the first 300 results can be displayed. Enter more information above and search again to reduce results.
[View All](#) First 1- 300 of 300 Last

Salary Administration Plan	Description	Currency Code	Company
0001	1.	BND	(blank)
0002	10.	BND	(blank)
0003	11.	BND	(blank)
0004	12.	BND	(blank)
0005	13.	BND	(blank)
0006	14.	BND	(blank)
0007	15.	BND	(blank)
0008	16.	BND	(blank)
0009	17.	BND	(blank)
0010	18.	BND	(blank)
0011	19.	BND	(blank)
0012	1A.	BND	(blank)
0013	2.	BND	(blank)
0014	20.	BND	(blank)
0015	21.	BND	(blank)
0016	22.	BND	(blank)
0017	23.	BND	(blank)
0018	24.	BND	(blank)
0019	25.	BND	(blank)
0020	26.	BND	(blank)
0021	27.	BND	(blank)
0022	28.	BND	(blank)
0023	29.	BND	(blank)
0024	2A.	BND	(blank)
0025	2A USN	BND	(blank)
0026	2A USP	BND	(blank)
0027	2B.	BND	(blank)
0028	3.	BND	(blank)
0029	30.	BND	(blank)
0030	31.	BND	(blank)
0031	32.	BND	(blank)
0032	33.	BND	(blank)
0033	34.1	BND	(blank)
0034	34.2	BND	(blank)

19. Klik "Look up" untuk mencari Tanggagaji

20. Pilih Tanggagaji yang terpapar

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[Work Location](#) | [Job Information](#) | [Job Labor](#) | [Payroll](#) | [Salary Plan](#) | [Compensation](#) | [Job Additional Information](#)

ABDUL RAHMAN BIN ABDUL RAHIM EMP ID: 70000001 Empl Rcd #: 0

Salary Plan		Find	First	1 of 2	Last
Effective Date:	02/05/2016	Effective Sequence:	0	Job Indicator:	Primary Job
Action:	Promotion	Reason:	Salary Grade Advance	Go To Row	
Current					
*Salary Administration Plan:	0170	D.1-2-3 EB 4-5			
*Grade:	01	Grade Entry Date:	01/03/2012		
*Step:	1	Step Entry Date:	01/03/2012		
Salary (BND):	530.00				
Includes Wage Progression Rule	<input type="checkbox"/>				

21. Klik "Look Up" Pada "Grade" untuk mencari gred gaji

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Look Up *Grade

SetID: GOBRN
Salary Administration Plan: 0170
Salary Grade: begins with ▾
Description: begins with ▾

[Basic Lookup](#)

Search Results

View All First 1-4 of 4 Last

Salary Grade	Description
01	D.1-2-3 EB 4-5- Non EB
02	D.1-2-3 EB 4-5 - EB 1
03	D.1-2-3 EB 4-5 - EB K
04	D.1-2-3 EB 4-5 - KBT

22. Pilih **“Salary Grade”** untuk mengemaskini gred gaji

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ABDUL RAHMAN BIN ABDUL RAHIM EMP ID: 70000001 Empl Rcd #: 0

Salary Plan		Find		First	1 of 2	Last
Effective Date:	02/05/2016	Effective Sequence:	0	Job Indicator:	Primary Job Go To Row	
Action:	Promotion	Reason:	Salary Grade Advance			
Current						
*Salary Administration Plan:	<input type="text" value="0170"/>	D. 1-2-3 EB 4-5				
*Grade:	<input type="text" value="04"/>	Grade Entry Date	<input type="text" value="02/05/2016"/>			
*Step:	<input type="text"/>	Step Entry Date	<input type="text"/>			
Salary (BND):	530.00					
Includes Wage Progression Rule	<input type="checkbox"/>					

23. Klik "Look Up" pada "Step" untuk mencari jumlah gaji

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Look Up *Step

SetID: GOBRN
Salary Administration Plan: 0170
Salary Grade: 04
Step: = ▾
Step Description: begins with ▾

[Basic Lookup](#)

Search Results

View All First ◀ 1-6 of 6 ▶ Last

Step	Step Description
1	1865
2	1905
3	1945
4	1985
5	2025
6	2065

24. Pilih "Step" gaji yang tersenarai untuk mengemaskini jumlah gaji kakitangan tersebut

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ABDUL RAHMAN BIN ABDUL RAHIM EMP ID: 70000001 Empl Rcd #: 0

Salary Plan		Find	First	1 of 2	Last
Effective Date:	02/05/2016	Effective Sequence:	0	Job Indicator:	Primary Job
Action:	Promotion	Reason:	Salary Grade Advance	Go To Row	
Current					
*Salary Administration Plan:	0170	D.1-2-3 EB 4-5			
*Grade:	04	Grade Entry Date	02/05/2016		
*Step:	1	Step Entry Date	01/03/2012		
Salary (BND):	1,865.00				
Includes Wage Progression Rule	<input type="checkbox"/>				

[Job Data](#) | [Employment Data](#) | [Benefits Program Participation](#) | [Appraisal Result](#)

Save | Return to Search | Previous in List | Next in List | Notify | Previous tab | Next tab | Refresh | Update/Display | Include History | Correct History

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Refresh page (Alt+0)

25. Klik "Save"

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Warning -- Grade is invalid for salary plan or salary ranges are missing on job row 2016-05-02. (1020,5) When salary plan and salary grade are assigned default values, it is possible to generate an invalid combination for an employee. If the salary grade table entry is not found, or no ranges have been entered, this warning will be produced.

Check the employee's salary plan and grade and change grade to a valid entry on the salary grade table using an F4 prompt. If the entry you have chosen is valid on F4, but no range data is present on the table, you may want to update the Salary Grade table to include appropriate salary



26. Klik "OK" (3 x)

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ABDUL RAHMAN BIN ABDUL RAHIM EMP ID: 70000001 Empl Rcd #: 0

Work Location Find First 1 of 2 Last

HR Status: Active Payroll Status: Active Go To Row + -

*Effective Date: 02/05/2016 Sequence: 0 *Job Indicator: Primary Job

*Action: Promotion *Reason: Salary Grade Advance

Last Start Date: 01/03/2012 Termination Date:

Expected Job End Date Expected End Date:

Position Entry Date: 01/03/2012

Position Number: 70000003 KERANI

Override Position Data Position Management Record

Regulatory Region: GOBRN Brunei Darussalam

Company: SA0 Prime Minister's Office

Business Unit: SA01A Prime Minister's Office Department Entry Date: 01/03/2012

Department: SA12700308 JABATAN PERKHIDMATAN AWAM - BAHAGIAN GEMS

Location: BRN0100035 Bangunan SPA

Establishment ID: Date Created: 16/11/2016

Job Data [Employment Data](#) [Benefits Program Participation](#) [Appraisal Result](#)

Save **Return to Search** Previous in List Next in List Notify Previous tab Next tab Refresh

27a. *Peringatan:
Pastikan tanda **"Saved"** terpapar setelah menekan **"Ok"**

27. Klik "Return to Search" untuk kembali ke "Job Data"