Welcome!
HR Forum

May 14, 2014, Human Resource Services
Agenda

- Legislative Updates
- Benefits Updates
- Benefits Administration Project Update
- HR 600 Renewals
- Alternate Work Location Renewals
- Perquisite Renewals
- Position Updates
- UF On Target
Agenda Continued...

- 2013-2014 Fiscal Year-End Compensatory Leave Cashout
- 2013-2014 Fiscal Year-End Leave Processes
- Sick Leave Pool Replenishment
- Preeminent Faculty Search
- Recruitment Updates
- Important Dates
Legislative Updates
Benefits Updates
Benefit Updates

- 9/10 month OPS, particularly those enrolled in benefits should be placed on a work break (Leave of Absence Without Pay)

- The work break protects time off in the summer, so that it’s not calculated in the next Open Enrollment Measurement period for ACA purposes

- We had planned to send Short Work Break codes used on current 9/10 month faculty, however People First is requiring different reporting codes

- People First has recently informed that 9/10 month OPS are not eligible to receive the employer’s contribution over the summer similar to regular 9/10 month faculty
  - OPS (9/10 month) enrolled in benefits will have a Qualified Status Event to cancel coverage during the summer due to increased cost
  - OR they may continue coverage and pay the entire cost

- As a general rule:
  - Returning 9/10 month OPS for the fall should be placed on a Work Break (Leave Without Pay)
  - 9/10 month who will not return immediately after the summer should be processed in our payroll as a termination
Benefits Administration
Project Update
Ben Admin Update

What is Ben Admin?
It is a module in People Soft that will help streamline certain processes such as automating leave and retirement enrollments. Ben Admin will also create access to a self-service enrollment portal in myUFL that allows employees to enroll online in UFSelect and GatorCare plans.

When is go-live?
The initial deployment date for 5/2 was delayed to incorporate changes from the state related to 9 month OPS. The new go-live date is 5/15 with self-service starting on 5/19.
Benefit Updates

Impact on Department Administrator or Processors:

- Use new empl classes for Faculty Basic Science (FBS) and Hospitalist (HSP) when processing job actions for employees that fall within these groups.

- Job data will have 5/15/14 dated row, which reflects the date Ben Admin is turned on.

- Retroactive hires or job actions prior to 5/15 will halt in the ePAF and will require assistance by the core office to process.

- All actions should be processed timely. New hires or current employees with job events (personal leave or FTE changes) will not have access the self-service portal to complete enrollments or benefit changes until their job action is in the system.

- As part of your new hire on-boarding process, make it a practice to have employees complete their benefit sign up in the first week of work.
Benefit Updates

Impact on New Hires or Current Employee making a benefit change:

- New hires who want to enroll in UFSelect or GatorCare will use the Self-Service portal in myUFL. Enrollments in state plans, if eligible, will continue in the People First system.

- New hires will have access to the enrollment portal after their job is active in the system and on or after the hire date occurs. New hires should attempt to enroll within the first week of work.

- Current employees with certain work events (i.e. FTE changes or personal leave of absence) may be eligible to make benefit changes via the portal if the job action is in the system.

- For life events (i.e. marriage, birth, loss of coverage, divorce, etc.), employees must contact the Benefits office to activate the enrollment portal so that employees can make necessary benefit changes.

- Once the enrollment is finalized, coverage is effective on the date of the event (hire, birth, marriage, personal leave of absence, etc.) and employees may owe missed payroll deductions going back to the event date.
myUFL Enrollment Portal

- Navigation to the Benefit Enrollment portal
myUFL Enrollment Portal

• Introduction page

UFSelect & GatorCare Benefits Enrollment

Albert Alligator
This enrollment portal is only for UFSelect and GatorCare plans offered by the University of Florida.

You may also be eligible to enroll in State of Florida benefits using the People First website. Carefully review all available plan options or confirm your current participation, if any, to ensure the proper online portal is used and to avoid any duplicate coverage.

Elections must be completed within 60 days from your event date. The portal may be accessed as often as you wish during this time; however elections are not processed until you click the Submit button which finalizes the enrollment. Once final, no further changes are permitted. Coverage is assigned to begin on your event date. Based on when your enrollment is finalized in the pay cycle, you may be responsible for any missed premiums owed going back to your event date.

The next opportunity to enroll or make changes to your elections, including dependents, is during Open Enrollment or if you later have a Qualified Event. Beneficiaries can be updated at any time by navigating to Main Menu > Self Service > Benefits > Benefits Summary and clicking on the plan's hyperlink.

Click the Select button to begin (It may take a few seconds to load). If you do not want to enroll in a particular plan, select Decline Coverage to advance to the next screen in the enrollment process. The Information Icon ( ) provides you with additional information about your enrollment.

Enrollment information and helpful tips:
- To enroll, you will need the names, dates of birth, and Social Security Numbers for any dependents you want to cover. Missing information will delay coverage.
- For UFSelect and GatorCare information, visit http://hr.ufl.edu/benefits/
- For State plan information, visit http://www.myflorida.com/MyBenefits/Health/Health.htm.

<table>
<thead>
<tr>
<th>Event Description</th>
<th>Event Date</th>
<th>Event Status</th>
<th>Job Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Hire</td>
<td>04/28/2014</td>
<td>Open</td>
<td>RESIDENT</td>
</tr>
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</table>
myUFL Enrollment Portal

- Enrollment Summary page

**New Hire**

**Albert Alligator**

Below is a list of plan options under UFSelect and GatorCare.

Certain college plans such as (2U) AD&D, (2Z) Life and (3Z) Disability are automatically enrolled based on your job appointment. If applicable to you, click "Benefits" in the top navigation bar and then click the "Benefits Summary" link to view your coverage.

Beneficiaries are required under plans (2U) AD&D and (2Z) Life which may be added on that page by clicking on the plan’s hyperlink.

Note: If adding dependent coverage or assigning beneficiaries to any plans, you must add/update each member’s information through the portal. As a security requirement by the UF Privacy Office, you must validate your SSN and date of birth to complete an entry. After adding each dependent/beneficiary, follow the hyperlinks on each page to return to the portal to complete your Benefits Enrollment Session.

**Important:** Your enrollment will not be complete until you submit your choices and see the confirmation of your election(s).

**Enrollment Summary**

<table>
<thead>
<tr>
<th>Plan</th>
<th>Before Tax</th>
<th>After Tax</th>
<th>Edit</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1G) GatorCare Health</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current: No Coverage</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New: GatorCare Premium:Empl Only</td>
<td>0.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(1H) UF Dental</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current: No Coverage</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New: Decline coverage</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
myUFL Enrollment Portal

- Dental Enrollment page

(1H) UF Dental

Albert Alligator

Important! Your current coverage is: No Coverage. Coverage for this plan will be waived if you do not make an election.

Select an Option
Here are your available options with your per-pay-period costs:

Overview of all Plans

Select one of the following options:

- Eagles Dental

Coverage Level

<table>
<thead>
<tr>
<th>Coverage Level</th>
<th>Cost Per Pay Period</th>
<th>Tax Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Only</td>
<td>$18.74</td>
<td>After-Tax</td>
</tr>
<tr>
<td>Employee + Spouse</td>
<td>$35.93</td>
<td>After-Tax</td>
</tr>
<tr>
<td>Employee + Child(ren)</td>
<td>$35.93</td>
<td>After-Tax</td>
</tr>
<tr>
<td>Family Covered</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee + Family</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Family with Dependent</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EE + Same Spouse</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Dependent Beneficiary

- Enroll
- Name
- Relationship

You MUST check the Enroll box next to a dependent's name to enroll them in this plan.

IMPORTANT: I hereby affirm and attest that the dependent(s) listed, if applicable, meet the requirements of eligibility. If any dependent is determined to be ineligible or I fail to notify the University of Florida of a loss of eligibility or any supporting documentation is not provided upon request, I understand that I may be liable for any and all claims paid for any dependent deemed ineligible.
In order to enhance security, the following information is required. You will be transferred to the appropriate page once your input is verified.

Please enter the missing digits of your SSN:

Please enter your date of birth in MMDDYYYY format:
myUFL Enrollment Portal

- Adding Dependent and Beneficiary Information
myUFL Enrollment Portal

- Enrollment Summary page – to Finalize elections

<table>
<thead>
<tr>
<th>Enrollment Summary</th>
<th>Before Tax</th>
<th>After Tax</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1G) GatorCare Health</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current: No Coverage</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New: GatorCare Premium: Empl Only</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>(1H) UF Dental</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current: No Coverage</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New: Eagles Dental: Empl Only</td>
<td>18.74</td>
<td></td>
</tr>
<tr>
<td>(1I) UF Vision</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current: No Coverage</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New: Decline coverage</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(23) Term Life Employee</td>
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</tr>
<tr>
<td>Current: No Coverage</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Election Summary**

<table>
<thead>
<tr>
<th>Summarized estimates for new Benefit Elections</th>
<th>Total</th>
<th>Before Tax</th>
<th>After Tax</th>
<th>Employer</th>
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<tr>
<td>Costs</td>
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<td>18.74</td>
<td>268.00</td>
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<tr>
<td>Cost Per Pay Period</td>
<td>18.74</td>
<td>0.00</td>
<td>18.74</td>
<td></td>
</tr>
</tbody>
</table>

Submit
myUFL Enrollment Portal

• **Finalize Elections page**

**Benefits Enrollment**

**Submit Benefit Choices**

**Albert Alligator**

You have almost completed your enrollment.

Click the *Submit* button to finalize this enrollment.

Click *Cancel* to return to the Enrollment Summary page to review or edit your selections.

You may store your choices on each page and return as often as you would like until your enrollment deadline. Coverage does not begin until the enrollment is finalized. Once you click *Submit*, your benefit choices will be sent for processing and elections are final. No further changes are permitted until the next Open Enrollment period or if you have a Qualified Status Change.

**Authorize Elections**

I understand and agree to electing the voluntary benefits on this enrollment and that my elections will remain active for the remainder of the calendar year and can only be changed or cancelled during the annual open enrollment period or if I have a qualified status event. I authorize payroll deductions for the required contributions. If payroll deductions are unavailable, I understand and agree to make the payments owed by personal check in accordance with the established rate schedule and coverage levels selected. I further acknowledge and consent to the University of Florida’s use and disclosure of personal health information as needed to facilitate plan administration functions (i.e., enrollment, disenrollment, and similar functions).

*Submit*  *Cancel*

Click the *Submit* button to send your final choices.

Click the *Cancel* button if you are not ready to submit your choices and wish to return to the Enrollment Summary.
• Important dates
  – 5/15/14 Job dated row with Ben Admin
  – 5/19/14 Self-Service go live

• Resources–updated on HR Benefits page
  – Enrollment instruction sheet
  – Enrollment tutorial
Questions?
Perquisite Renewals
Perquisite Renewals

• In May, Departments will be sent a summary report of perquisites approved during the 2013-2014 fiscal year.

• To renew, delete, or make changes to perquisites for the 2014-2015 fiscal year, departments should use the report and instructions provided and submit renewal information to Classification and Compensation no later than July 1.

• Requests for new perquisites should be submitted as a new request using the Request for Approval of Perquisites or Sale of Goods and Services form.

• Questions may be directed to Kris Pagenkopf at 392-2477.
Alternate Work Location Agreements
Alternate Work Location Agreements due for renewal by July 1

Eligibility
• Academic Personnel and TEAMS/USPS with 6 months of service with current supervisor
• OPS are eligible upon hire

Considerations
• Is it advantageous for the unit and employee?
• Requires all essential functions of job be performed
• Reasonable Accommodation
• Work hours
• Space / Equipment
Alternate Work Location Agreements due for renewal by July 1

- Form location: [http://hr.ufl.edu/wp-content/uploads/forms/recruitment/alternate.pdf](http://hr.ufl.edu/wp-content/uploads/forms/recruitment/alternate.pdf)
- For new agreements and renewals-Review, Discuss, and Complete Agreement
- Include begin/end dates and update Position Description
- Dean/Director and VP Approval and Signature*
- Submit completed forms to Classification & Compensation
- Contact Kris Pagenkopf at 392-2477 if you have questions
HR-600’s
Renew HR-600’s

• Departments must renew extra state compensation commitments that extend into the new fiscal or academic year.

• For new or existing commitments for Additional University Employment, complete a Request for Approval of Additional University Employment (HR-600) form and submit it to:
  
  – Academic Personnel-PO Box 113005. Contact Janet Malphurs at 392-2477 with questions.
  
  – TEAMS, USPS, and OPS-Classification and Compensation, PO Box 115009. Contact Brent Goodman at 392-2477 with questions.
Position Updates
Position Updates

• HRS has temporally suspended the requirement that positions with descriptions older than two years be updated in position management via ePAF.

• While, departments are encouraged to continue to periodically review positions to ensure accuracy, the requirement to submit positions description updates that do not substantially affect the role of the position or job title is not required.
Position Updates

- Position updates will be required for the following
  - Vacant position reclassifications (JRC)
  - Reclassifications with pay changes (RPC)
  - Reclassifications without pay changes (RNP)
  - Special Pay Increases (SPI) for additional duties
UF On Target
Job Family Pilot

- The job family workgroup Participants
  - Jan Eller, College of Medicine
  - Dr. Mohammed Rahman, College of Medicine
  - Jude Kaufmann, College of Veterinary Medicine
  - Danny Sanetz, College of Veterinary Medicine
  - Mary Anne Morgan, IFAS
  - Grace Dixon, Environmental Health and Safety
Job Family Pilot

- Workgroup meetings were scheduled as two half day sessions and one full day session.
  - Tuesday, February 25, 2014 8:00 – 12:00
  - Thursday, February 27, 2014 1:30 – 5:00
  - Friday February 28, 2014 8:00 – 5:00
Session Agendas

• **Day 1 – Tuesday February 25, 2014 8:00 AM – 12:00 PM**
  – Introduction to the project
  – Discussion of the job family
  – Discussion regarding resources available and key challenges
  – Discussion regarding broad classification levels
  – Kenexa Competency Manager System

• **Day 2 – Thursday February 27, 2014 1:30 PM – 5:00 PM**
  – Discussion regarding the job family (additions/removals)
  – Identification of job groups based on duties to address in the classification system
  – Mapping to Kenexa job/competency library

• **Day 3 – Friday February 28, 2014 8:00 AM – 5:00 PM**
  – Establishment of new job titles
  – Outline essential functions for each job title
  – Outline degree and experience requirements
  – Identification of key competencies
  – Discussion of concerns and next steps
Pilot Job Family Workgroup

• Job family focused on positions shared throughout the organization.
  – Biological Scientist Series
  – Chemist Series
  – Laboratory Manager
  – Laboratory Technician Series
  – Scientific Research Manager

• College of Veterinary Medicine clinical positions and E.H.&S were carved out of the job family
Themes from workgroup discussions

• Balance between specific titles and organizational flexibility
• Need for career progression within scientific/technical classifications
• Desire to adjust minimum requirements to reflect the needs of the individual position
• Need for compensation mechanisms that better meet the needs of the units
• Instances where it makes sense to work directly with an organizational unit
  – Veterinary Hospital, Institutional Research
Proposed Titles

• Biological Scientist I, II, III, & IV
• Chemist I, II, III, & IV
• Laboratory Technician I, II, & III  
  – Chemical Technician I, II, & III
• Scientific Research Manager
• Research and Development Manager
Progress to Date

• Positions included in the project = 8,455
• Positions addressed to date = 1,495

17.7 % to Goal
## Proposed Schedule

<table>
<thead>
<tr>
<th>Job Family</th>
<th># of Classifications</th>
<th>Group</th>
<th>Facilitator</th>
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<tbody>
<tr>
<td><strong>May</strong></td>
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<tr>
<td>Bldg / Grounds / Maintenance</td>
<td>15</td>
<td>A</td>
<td>A = B. Goodman</td>
</tr>
<tr>
<td>Construction and Extraction</td>
<td>15</td>
<td>A</td>
<td></td>
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<tr>
<td>Intall, Maintenance, and Repair</td>
<td>23</td>
<td>A</td>
<td></td>
</tr>
<tr>
<td>Transport &amp; Material Moving</td>
<td>8</td>
<td>A</td>
<td></td>
</tr>
<tr>
<td>Art, Design, Ent, Sport, Media</td>
<td>42</td>
<td>B</td>
<td>B = A. Wuertz</td>
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<tr>
<td>Sales and Related Occupations</td>
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</tr>
<tr>
<td><strong>Total</strong></td>
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<tr>
<td><strong>June</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Architecture and Engineering</td>
<td>16</td>
<td>C</td>
<td>C = J. Sun</td>
</tr>
<tr>
<td>Business &amp; Fiscal Operations</td>
<td>77</td>
<td>D</td>
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<tr>
<td>Research Administration</td>
<td>22</td>
<td>E</td>
<td>E = B. Mercier</td>
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<tr>
<td><strong>Total</strong></td>
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<tr>
<td><strong>July</strong></td>
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<td></td>
<td></td>
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<tr>
<td>Health Practitioners, Tech</td>
<td>53</td>
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<tr>
<td>Health Support Occupations</td>
<td>20</td>
<td>F</td>
<td></td>
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<tr>
<td>Community and Social Service</td>
<td>14</td>
<td>G</td>
<td>G = J. Sun</td>
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<tr>
<td>Computer and Mathematical Occ</td>
<td>6</td>
<td>G</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
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</tr>
<tr>
<td><strong>August</strong></td>
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<tr>
<td>Legal Occupations</td>
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<td>Management Occupations</td>
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<tr>
<td><strong>Total</strong></td>
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<tr>
<td><strong>September</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Education, Training, Library Occupations</td>
<td>57</td>
<td>J</td>
<td>J = B. Parks</td>
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<tr>
<td>Office and Administrative Support</td>
<td>55</td>
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</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>112</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Next Steps

• Identification and development of remaining job family work groups
• Schedule work group kick off meetings
• Continue implementing new IT classifications across campus.
  – Currently working with Academic Health Center IT
2013-2014 Fiscal Year-End Compensatory Leave Cashout
Comp Leave Cashout

• Unused overtime comp (OTC) & special comp (SC) will be cashed out in the 06/06/2014-06/19/2014 pay period, for the June 27 paycheck
• Regular compensatory leave not cashed out
• OTC, SC earned in PPE 06/05/2014 forward apply to 2014-2015 balances
• Supervisors may require comp use before approving vacation to minimize cashout payments
• Enterprise Reporting available
  – Leave Accruals, Usage and Balances by Pay Period, Department – COMP ONLY
• Instruction guide, “Preparing for Fiscal Year Leave Processes” available in myUFL Toolkits at http://hr.ufl.edu/learn-grow/just-in-time-training/myufl-toolkits/time-labor/
Comp Leave Cashout

• **June 5**- Deadline for all entries related to 2013-2014 comp leave, including changes to previous pay periods and usage through 6/30/14

• **June 6** - Approval by 9 a.m.

• **After June 6** - Approvers *should not* approve any changes to comp leave use entries in the system, or *will* result in overpayments and/or negative balances
Comp Leave Cashout

- Departments may have cashouts taken from a different account than their normal distribution
  - OCC and SCC included in list of earnings codes that may be distributed through UF Payroll Distributions
  - Contact University Payroll & Tax Services with questions, 392-1231
2013-2014 Fiscal Year-End Leave Processes
USPS Personal Holiday & TEAMS/Faculty Personal Leave Days

- Must be used by July 3 or they will expire
- 2014-2015 USPS Personal Holiday will be awarded and on balance by July 7
- Usage cannot be reported in the system until after accruals are posted following the July 17 pay period
- 2014-2015 TEAMS/Faculty Personal Leave Days are awarded in December
Sick Leave Pool Replenishment
Sick Leave Pool Replenishment

- Sick Leave Pool policy requires replenishment when balance drops to 2,000 hours – notice sent to membership 4/10/2014
- Since inception in 1992, only one other replenishment, in 2004
- Current active members of the Sick Leave Pool (approx. 4700) will have 8 hours automatically deducted in PPE 5/22/2014 (deduction pro-rated based on FTE) – members need do nothing to maintain membership
- Members who do not wish to contribute may terminate membership with written notification – must be received in Leave Administration by close of business on 5/15/2014.
- Leave Administration will work with employees who wish to maintain membership, but do not have enough sick leave in PPE 5/22/2014
Preeminent Faculty Search
Available Resources

• 3 Page Chronicle Ad
  – Ran in the month of April 2014

• Portfolio for preeminent faculty candidates
  – Available from University Relations (can coordinate through your recruiter)
  – Personalized
  – Free of charge
Recruitment Updates
GatorJobs and Documents

• Experiencing an increased number of documents failing to convert
  – Documents include:
    • Coverletter
    • Resume
    • List of references
    • Reference letter from reference provider
• PeopleAdmin is currently addressing
• Impact “Download Applications as PDF” in bulk when the list contains a failed document
  – Receive “Failed to generate file” error message found on top of your page
Failed Documents

- To determine which document failed, add “Document Conversion Status” field to your applicant view
  - Select “More Search options” for additional fields
  - Select “Document Conversion Status” from drop down listing for Add Columns
Failed Documents

- Auto-populate status
- Indicate failed document by the red “x” mark
- Contact applicant for documents, except for reference letters collected through the Reference Collection Module.
Veteran Preference Reminder

- Preference **must be afforded** to qualified veterans applying for covered positions
  - Former USPS positions
    - Denoted by salary plan admin codes that contains “U” in it (i.e. TU2N)
  - All non-exempt TEAMS positions and some exempt TEAMS positions (i.e. TU2E)
- Preference **is not afforded** to classifications with salary plan code of TA12 (i.e. coordinators, assistant directors and above)
- In general, preference is shown by, minimally, extending an interview to qualified veterans who meets the position’s minimum requirements, not preferred requirements
  - UF policy, [http://hr.ufl.edu/manager-resources/recruitment-staffing/recruitment-resources/veteran-preference/](http://hr.ufl.edu/manager-resources/recruitment-staffing/recruitment-resources/veteran-preference/)
  - Link available also in GatorJobs
  - Recruiters are also available to answer questions regarding the eligibility requirement, Form DD214, and type of preference to afford
Veteran Preference

• To review which applicant is claiming veteran preference
  – Must submit a DD214 (see it under the Documents column in Applicant View)
  – Add “Are You Claiming Veteran Preference” column to the Applicant View for quick scan (sortable)
## ePAF Deadlines

<table>
<thead>
<tr>
<th>Period</th>
<th>Time &amp; Labor Closes</th>
<th>Payday</th>
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Proposed ePAF Policy

ePAF transactions must be submitted on or before the effective date.
Immigration Compliance Services

Hiring Abroad

• Hiring employees and consultants to work in other countries is challenging and requires an understanding of local laws that often differ from those in the U.S.
• Global hiring requires expert advice specific to the country, and sometimes city or region, of operation.
• Working with a local partner institution or an entity authorized to hire employees and fulfill required local employment regulations can help to ensure compliance with employment laws, tax laws, and payroll servicing.
• Departments must contact HR PRIOR to offering employment or engaging consultants so we may properly advise on global hiring.
Important Dates

- **June 11th** – Next HR Forum

A list of the upcoming HR Forum dates and presentation archives can be found on the HR webpage at: [http://www.hr.ufl.edu/forum/default.asp](http://www.hr.ufl.edu/forum/default.asp).
Thank you for attending!