Manager - HR Contact Initiated BPs 

Business Processes (BP) that can be initiated by Manager or HR Contact.

| **Business Process** | **Initiating Security Roles** |
| --- | --- |
| Absence Calendar  | * Absence Partner
* Employee As Self
* HR Contact
* Manager
 |
| Add Additional Job  | * HR Contact
* Management Chain
* Manager
 |
| Assign Costing Allocation  | * HR Contact
* Manager
 |
| Assign Work Schedule  | * Employee As Self
* Manager
* Timekeeper
 |
| Change Default Compensation  | * HR Contact
* Manager
 |
| Change Job  | * HR Contact
* Management Chain
* Manager
 |
| Change Organization Assignments for Worker  | * HR Contact
* Manager
 |
| Close Evergreen Requisition  | * Manager
* Recruiting Coordinator
 |
| Close Job Requisition  | * Manager
* Recruiting Coordinator
 |
| Correct Time Off | * Absence Partner
* Employee As Self
* HR Contact
* Manager
 |
| Create Position | * Department Head
* HR Contact
* Management Chain
* Manager
 |
| Edit Position Restrictions  | * Department Head
* HR Contact
* Management Chain
* Manager
 |
| End Additional Job  | * HR Contact
* Management Chain
* Manager
 |
| Enter Time | * Employee As Self
* Manager
* Timekeeper
 |
| Hire  | * HR Contact
* Management Chain
* Manager
 |
| Job Requisition  | * Manager
* Recruiting Coordinator
 |
| Manage Certifications | * Absence Partner
* Employee As Self
* Manager
* Talent Analyst
 |
| Manage Education  | * Employee As Self
* Manager
 |
| Manage Job History  | * Employee As Self
* Manager
 |
| Manage Languages | * Employee As Self
* Manager
 |
| Manage Professional Affiliations  | * Employee As Self
* Manager
 |
| Manage Publications  | * Employee As Self
* Manager
* Talent Analyst
 |
| Manage Work Experience  | * Employee As Self
* Manager
 |
| Move to New Manager  | * HR Contact
* Management Chain
* Manager
 |
| Move Worker (Supervisory)  | * HR Contact
* Management Chain
* Manager
 |
| Offer  | * Manager
* Recruiting Coordinator
 |
| Photo Change  | * Contingent Worker As Self
* Employee As Self
* Manager
* Pre-Contingent Worker as Self
* Pre-Employee as Self
* Retiree As Self
 |
| Propose Compensation Change | * HR Contact
* Management Chain
* Manager
 |
| Propose Compensation Hire  | * HR Contact
* Manager
 |
| Report Safety Incident  | * Employee As Self
* HR Contact
* Manager
 |
| Request Compensation Change  | * HR Contact
* Management Chain
* Manager
 |
| Request Leave of Absence  | * Absence Partner
* Employee As Self
* HR Contact
* Manager
 |
| Request One-Time Payment  | * Absence Partner
* HR Contact
* Management Chain
* Manager
 |
| Request Return from Leave of Absence  | * Absence Partner
* Employee As Self
* HR Contact
* Manager
 |
| Request Time Off  | * Absence Partner
* Employee As Self
* HR Contact
* Manager
 |
| Requisition Compensation  | * Manager
* Recruiting Coordinator
 |
| Switch Primary Job  | * HR Contact
* Management Chain
* Manager
 |
| Termination | * HR Contact
* Management Chain
* Manager
 |
| Title Change  | * Employee As Self
* HR Contact
* Management Chain
* Manager
 |