

## Various information about the scale module

For customers who use the scale module, we would like to repeat certain principles of this module.

**All salary-related changes to the descriptive data must be made via the "Barème – suivi" screen**

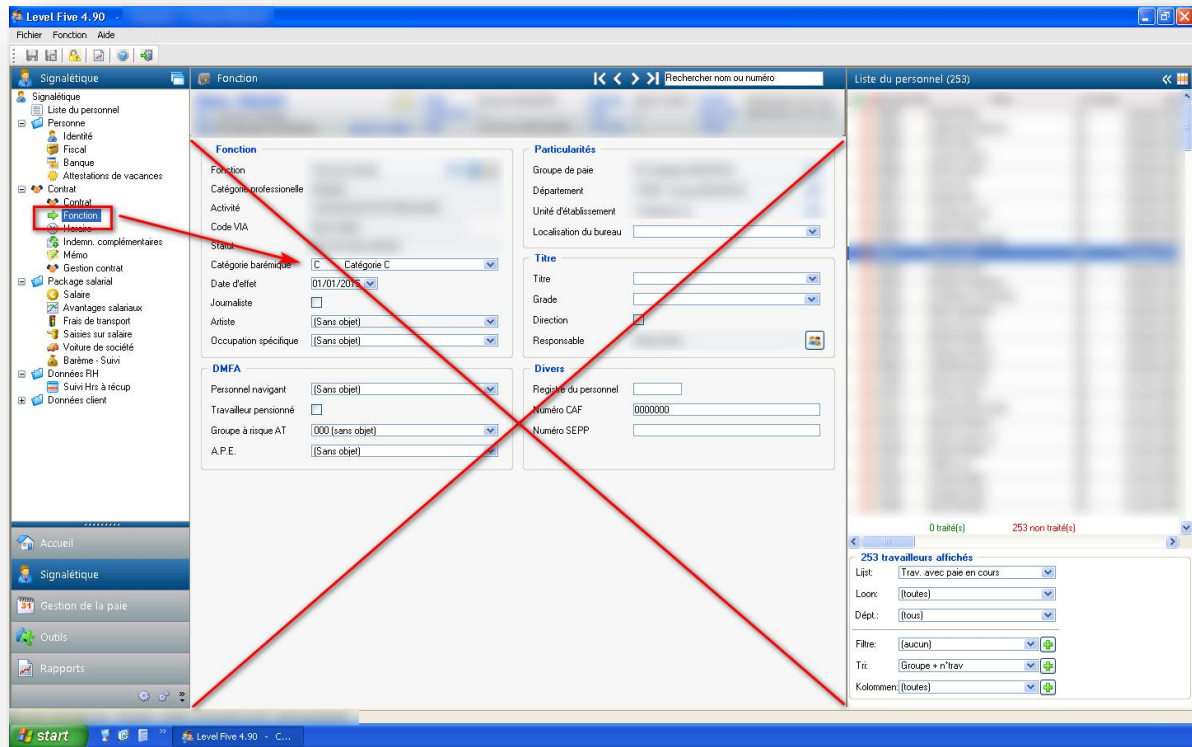
The screenshot shows the 'Barème - Suivi' screen in the Level Five 4.90 software. The interface includes a left-hand navigation menu with options like 'Liste du personnel', 'Identité', 'Fiscal', 'Banque', and 'Barème - Suivi' (highlighted with a green box). The main area contains several sections: 'Situation au 01/09/2019' with a 'Modifier' button; 'Situation position au 30/09/2019' with fields for 'Ancienneté' and 'Expérience'; and 'Rémunération' with fields for 'Type de rémunération', 'Montant du barème 100%', and 'Salaire payé'. A table at the bottom lists barèmes with columns: Barème, Actif, Date d'effet, FTE, Salaire newé, and Date de mise à jour. The table contains three rows of data. On the right, there is a 'Liste du personnel (253)' section with filters for 'Ligt', 'Loon', 'Dépt.', 'Filtre', 'Tit', and 'Kolommen'.

According to the joint committees, these may regard the seniority, experience, occupational category. These data have an impact on the salary and can only be changed in the screen "Barème-suivi" to have an effect.

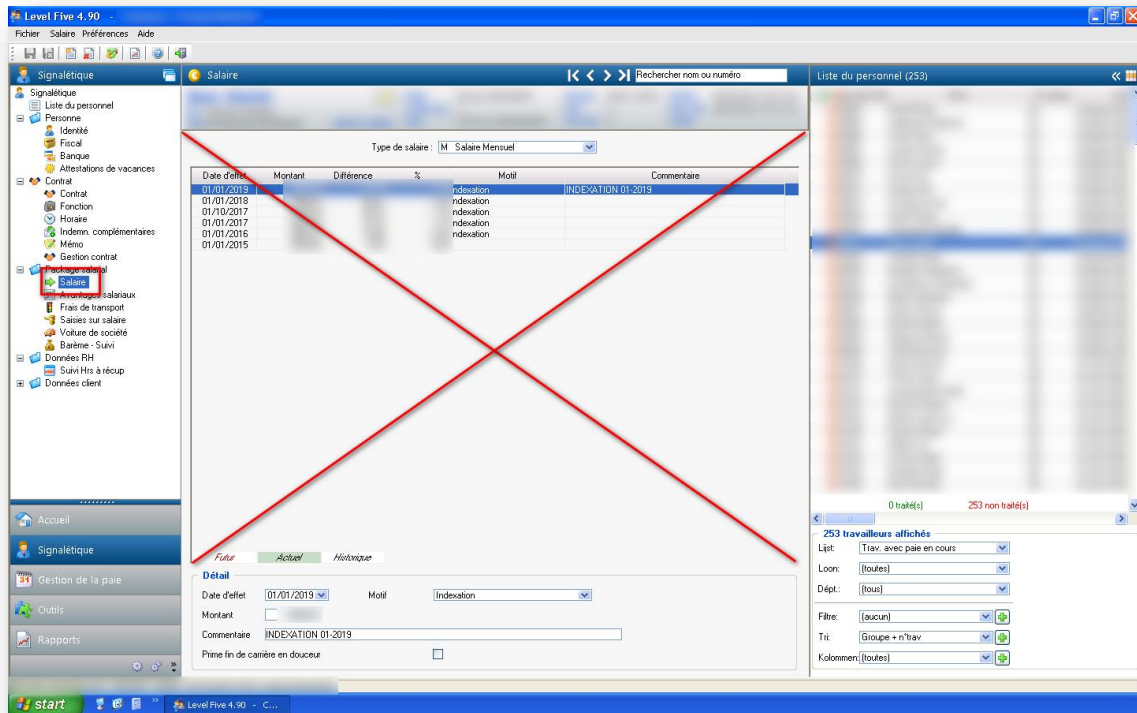
It is also in this screen that you can enter an above-scale salary if you wish to do so.

## Two examples

If you change the occupational category in the screen "**Fonction**", the scale will not be affected, and the module will not work.

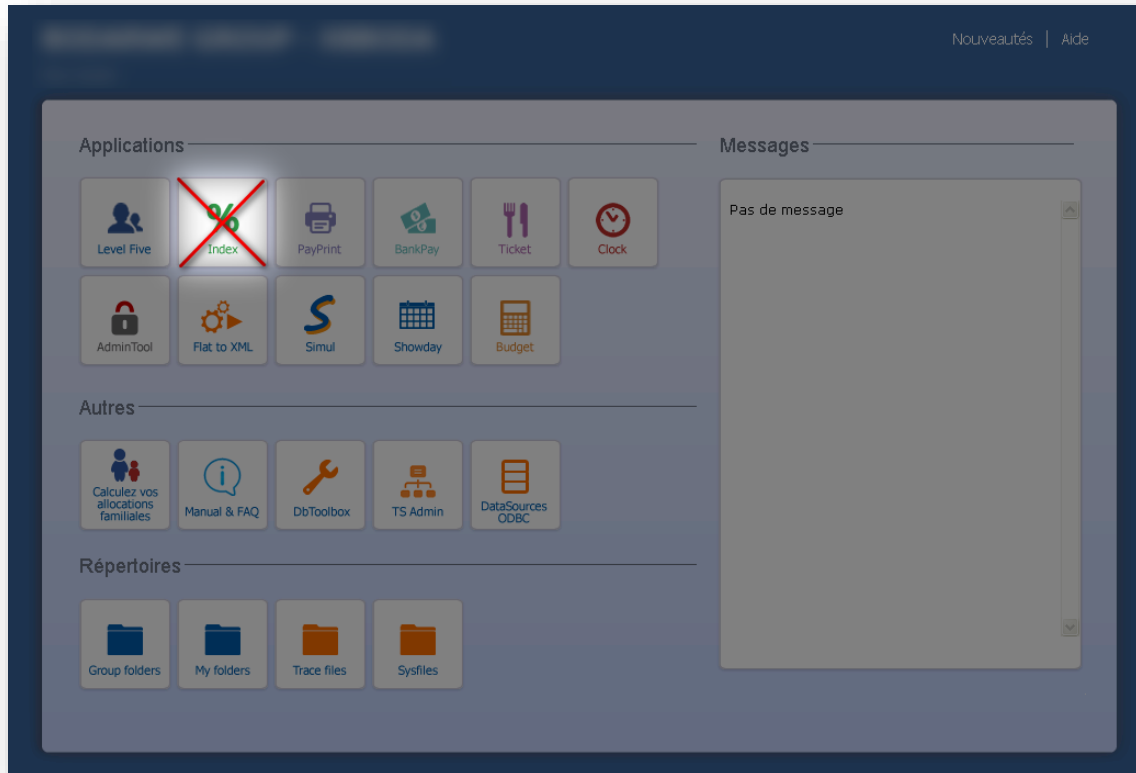


If you change the salary in the screen "**Salaires**", the module and the wage will not match and the module will not work.



The "Index" module cannot be used for the JCs covered by the scale module.

Since the indexations are carried out by Partena. The use of the "Index" module will result in a mismatch between the scale module and the salary, leading to errors in the salaries



**In case of a change of work schedule, the FTE salary is not calculated directly**

Since the salary based on the FTE for the monthly salaries is calculated by a script. This script is automatically launched every night.

If you want to get the information faster, or if you need to send your payroll, you will have to run the P\_STD\_BAREMA\_FTE\_UPDATING script which is accessible in the menu "Outils" → "Scripts"

