



Data Privacy and Managing Sensitive Information in PeopleSoft HCM

Julie Alonso, Oracle

Joe Willever, Oracle

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PeopleSoft Global HR Support

HR Supports 22 Country Extensions



ORACLE

PeopleSoft Legislative Updates



Legislative Update for PeopleSoft Global Payroll France

The French Government has announced a legislative change necessitating an increase in the RSA amount for Garnishments. This new amount is effective from 1st of April 2018. Details of this legislative announcement is available on [My Oracle Support](#) under document ID 2347863.1. Le gouvernement français a annoncé une augmentation du montant forfaitaire du RSA, pris en compte en matière de saisies sur salaire. Ce nouveau montant est effectif depuis le 1° avril 2018. Le détail de...

WEDNESDAY, APRIL 4, 2018 | HUMAN CAPITAL MANAGEMENT | → [Read More](#)

Legislative Update for PeopleSoft HCM Global Payroll China

Changes to 2018 medical insurance contribution rate for Tianjin region have been announced and the solution posting timelines for this change has been updated in our position statement. Oracle has published the position statement on [My Oracle Support](#), Document ID 2381885.1. We request customers to review the position statement to keep up-to-date. Chinese Version - 有关2018年的天津市医疗保险费率已公布。甲骨文的的中国版本的信息声明已经根据最新的法律法规的公布而修改了。我们建议客户及时从[My Oracle Support](#)上去查看最新修改的信息声明, 文档编号: 2381885.1.

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Legislative Update for PeopleSoft HCM Global Payroll New Zealand

The Inland Revenue Department of New Zealand has released amendments to EMS (IR 348) reporting for fiscal year effective 1st of April 2018. Our Position Statement has been revised to include these legislative updates. The document is made available on [My Oracle Support](#), Document ID 2357692.1. We advise customers to review the latest statement to keep up-to-date.

TUESDAY, MARCH 27, 2018 | HUMAN CAPITAL MANAGEMENT | → [Read More](#)

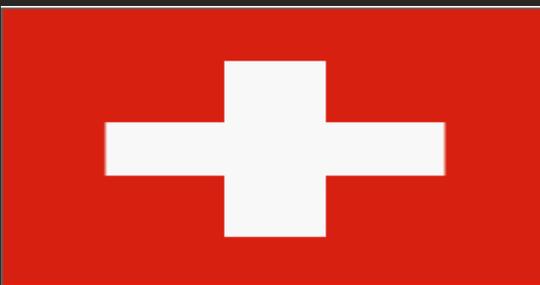
Legislative Update for U.S. Form W-4 Online PDF Templates

2018 Templates to support the 2018 Federal Form W-4 and those states that use the Federal form have been posted to Patches & Updates. See Payroll Hot Topics, [Document 1348833.1](#) for a link to the patch. States that follow the federal form are: Delaware Idaho Montana North Dakota New Mexico Oregon South Carolina Also, as part of this fix, the English version of Form W-4 is delivered as the Spanish template, since the Spanish version of the form has not been published by the IRS yet...



Data Privacy

Updated and New Initiatives around the World...



General Data Protection Regulation (GDPR)

Is YOUR organization affected?

The GDPR regulates the “processing” of data for EU individuals, which includes collection, storage, transfer, or use. Any organization that processes **personal data** of EU individuals is within the scope of the law, *regardless of whether the organization has a physical presence in the EU (European Union)*

High Level Summary of GDPR

What **YOU** need to know



Request for Consent – Employees be given in an *intelligible and easily* accessible form, with the purpose for data processing attached to that consent

Right to Access – Employees can request to obtain from the organization confirmation as *to whether or not personal data concerning them is being processed, where and for what purpose*

Right to be Forgotten - Entitles employee/applicant to have the organization *erase their personal data*, cease further dissemination of the data, and potentially have third parties halt processing of the data

GDPR is in Effect – **May 25, 2018**

Penalties - Under GDPR, organizations in breach of GDPR can be fined up to *4% of annual global revenue* or **€20 Million** (whichever is greater).

California Consumer Privacy Act of 2018 (AB378)

What **YOU** need to know



Request for Consent – The new law grants consumers the right to know what information companies are collecting about them, why they are collecting that data and with whom (3rd parties) they are sharing it.

Right to be Forgotten - Gives consumers the right to tell companies to delete their information as well as to not sell or share their data.

Children's Right - Makes it more difficult to share or sell data on children younger than 16.

Who has to Comply – Organizations around the world have to comply **if** they receive personal data from California residents and if they — or their parent company/subsidiary — exceed one of three thresholds: (a) **annual gross revenues of \$25 million**; (b) obtains personal information of 50,000 or more California residents, households or devices annually; or (c) 50% or more annual revenue from selling California residents' personal information.

AB378 is in Effect – January 1, 2020

Penalties – up to \$7,500 per violation (action taken by State Attorney General)

U.S. States Who *Introduced* Data Privacy Legislation

[Pennsylvania Consumer Data Privacy Act](#) – April 2019



[Massachusetts Consumer Data Privacy Act](#) – January 2019



[Hawaii Act Relating to Privacy](#) – May 2019



[New York Privacy Act](#) – January 2019



[Maryland Online Consumer Protection Act](#) – February 2019



Acknowledgement Framework – New Feature

Available Now

Acknowledgement Configuration

Acknowledgement ID OB1

Acknowledgement Details

1 of 1 | View All



*Effective Date 01/01/2000

*Status Active

[Preview](#)

*Description Acknowledgement for OnBoarding

Short Description

Long Description Create an Acknowledgement step for Onboarding process. Employee will not be able to review or edit sensitive details without providing the Acknowledgement.

Acknowledgement Fields

1-3 of 3

Sequence Number	*Field Name	*Field Label	Edit Text	Field Alignment	Required	Validation		
10	TEXT_BOX1	Text Area 1			<input type="checkbox"/>	<input type="checkbox"/>		
20	TERMS_HYPERLINK	Terms and Conditions		Center	<input type="checkbox"/>	<input type="checkbox"/>		
30	AGREE_CHECKBOX	I Agree		Center	<input type="checkbox"/>	<input type="checkbox"/>		



- Before to start video
 Visited
- Welcome Video
 Visited
- * Acknowledgement**
 Complete
- Company Handbook
 Visited
- Company Documents
 Not Started
- Attachments
 Not Started
- Personal Details
 Not Started
- Ethnic Groups
 Not Started
- Talent Profile
 Not Started
- Banking
 Not Started
- Summary
 Not Started

Acknowledgement

During the Onboarding process we will collect personal information for a variety of purposes related to your employment, including administering payroll and benefits, travel, training, and general employment management, and compliance with legal and regulatory requirements.

Please read the Information Protection Policy carefully using the View Terms and Conditions link. By selecting the "I agree to the Terms and Conditions" checkbox you indicate that you have read and understood these Terms and Conditions and acknowledge your agreement with them. If you do not agree, you will not be able to continue and should select the Exit button and contact your local Human Resources department.

[View Terms and Conditions](#)

I Agree to the Terms and Conditions

Updated By

User ID	BLOCHERTY	Name	Betty Locherty
Date/Time Stamp	03/26/2018 12:26:27PM	IP Address	10.159.XXX.XX

Save



Person Data Delete Processes - New Feature

Data Erasure

- Enhanced Person and Employment Delete (HCM)
 - Allow Exclusion of Records
 - Allow Validation Override
- New Applicant Delete (HCM)
- New Learner Delete (ELM)

The screenshot shows the 'ERN Delete Process' page in a 'Manager Self Service' environment. The page title is 'ERN Delete Process' and it includes navigation options like 'New Window' and 'Personalize Page'. There are links for 'Report Manager' and 'Process Monitor', and a 'Run' button. Under 'Control Parameters', there are two unchecked checkboxes: 'Skip Control Record/Field Check' and 'Skip Record Exclusion Check'. Below this is a table titled 'Person Record Numbers to be processed' with columns for *Person ID, Empl Record, Company, Department, and Job Code. The table has search boxes for *Person ID and Empl Record, and navigation controls for the table.

*Person ID	Empl Record	Company	Department	Job Code		
<input type="text"/>	<input type="text" value="0"/>				<input type="button" value="+"/>	<input type="button" value="-"/>



Data Archive Manager

Data Erasure



- PeopleTools provides a robust Data Archive Framework
 - Defines templates which identify sets of data to be archived from production to history tables
 - Identifies criteria for rows of data to be archived using PS/Query
 - Provides ability to delete data in a two step approach
- PeopleSoft delivers templates as 'examples'

Delivered in PeopleTools 8.4x

Data Privacy Framework

Personal and Sensitive Data Identification

- Categories and Classifications can be added or changed
- Custom fields should be added
- References can be found for custom object references

Available Now

Manager Self Service | Maintain Data Privacy Settings

References Last Run Details

+ Add

Manage References | Save

4 rows

Record Name/ Description	Field/ Default Label	Category	Classification	Personal Identifier	Sensitive	Product	View References	Comments
HR_I9_PERSON 9 Data	BIRTHDATE Date of Birth	Personal Information	Birth Details and Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Human Resources		
IMMEDIATE_FAMILY EE Immediate Family Members	BIRTHDATE Date of Birth	Personal Information	Birth Details and Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Human Resources		
PERSONAL_DT_FST PERSONAL_DT_FST	BIRTHDATE Date of Birth	Personal Information	Birth Details and Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Human Resources		
PERSON_NPC_VW PERSON record	BIRTHDATE Date of Birth	Personal Information	Birth Details and Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Human Resources		

Data Privacy

Personal and Sensitive Data Identification

Available Now

Manager Self Service Maintain Data Privacy Settings

Manage References Save

References Last Run Details

Add

Record Name/ Description	Field/ Default Label	Category	Classification	Personal Identifier	Sensitive	Product	View References	Comments
ABSENCE_HIST EE Absence	BIRTH_DT Actual Birth Date	Personal Information	Birth Details and Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Monitor Absence		
ABSENCE_HIST EE Absence	EWC_DT Expected Week of Child Birth	Personal Information	Birth Details and Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Monitor Absence		
ACA_DEPENDENT Dependent Information	BIRTHDATE Date of Birth	Personal Information	Birth Details and Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Benefits Affordable Care Act		
BENEF_ASOF EE Dependents/Beneficiaries	BIRTHDATE Date of Birth	Personal Information	Birth Details and Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Base Benefits		
DEPENDENT_BENEF EE Dependents/Beneficiaries	BIRTHDATE Date of Birth	Personal Information	Birth Details and Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Base Benefits		
DEP_ASOF EE Dependents/Beneficiaries	BIRTHDATE Date of Birth	Personal Information	Birth Details and Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Base Benefits		

Data Privacy Enhancements

Module	Feature	Delivered in Image	PeopleTools Requirement
General HCM Enhancements	Page and Field Configurator for Classic components	HCM Image 24	8.55
Talent Acquisition Manager	Applicant Data Security	HCM Image 24	8.53.02
Human Resources	Enhanced the Person ID Delete	HCM Image 25	8.53.02
Talent Acquisition Manager	Applicant Delete	HCM Image 25	8.53.02
General HCM Enhancements	Acknowledgement Framework	HCM Image 26	8.55
Human Resources	Personal and sensitive data masking	HCM Image 26	8.53.02
Human Resources	Enhanced the Configurability of Person ID Delete	HCM Image 26	8.53.02
General HCM Enhancements	Data Privacy Framework feature	HCM Image 27	8.54
General HCM Enhancements	HCM adoption of the Data Privacy Framework feature	HCM Image 27	8.54
Human Resources	Enhanced the Employment Record Delete	HCM Image 27	8.53.02
General HCM Enhancements	Expand Data Privacy framework to include more references	HCM Image 28	8.54
General HCM Enhancements	Acknowledgement framework Data Migration Workbench	HCM Image 28	8.54
General HCM Enhancements	Page and Field Configurator to support Fluid components	HCM Image 28	8.56
General HCM Enhancements	Page and Field Configurator Data Masking	HCM Image 33	8.57.11

Data Privacy

Resources and Information

Knowledge Documents on [MyOracleSupport](#):

PeopleSoft HCM 9.2 - Personally Identifiable and Sensitive Data (Doc ID 2313438.1)

PeopleSoft HCM 9.2 - Implementing Sensitive Data Masking (Doc ID 2375376.1)

PeopleSoft HCM Acknowledgement Framework Red Paper (Doc ID 2377140.1)

PeopleSoft ELM 9.2 - Personally Identifiable and Sensitive Data (Doc ID 2415109.1)

PeopleSoft FSCM 9.2 - Personally Identifiable and Sensitive Data (For HCM sourced data in FSCM (Doc ID 2415089.1)

[Privacy and Security Feature Guidance for Oracle Peoplesoft](#) (Doc ID 113.1)

Legislative Blog

[Managing Data Privacy within PeopleSoft HCM](#)

[Legislative Update for PeopleSoft HCM – California Data Privacy Update](#)

Available thru: <https://blogs.oracle.com/psftlegupdates/>

Video Feature Overviews (VFO)

[PeopleSoft Acknowledgement Framework VFO](#)

[Applicant Data Security VFO](#)

[PeopleSoft Data Privacy VFO](#)

Quest Webinar – May 2018

(<http://nnf.questdirect.org/questmediaviewer.aspx?video=268654237>)

Page and Field Configurator

Available Now

P&FC can be used to modify field labels, gray out fields, *hide the fields*, provide default value, and add required field edit for fields within the component.

P&FC can make a page display only or control the visibility of pages within the component.

The screenshot displays the 'Page and Field Configurator' interface. At the top, there are tabs for 'Page Configuration', 'User List', and 'Map to Portal Registry'. The 'Page Configuration' tab is active, showing fields for 'Component Name' (HR_ADDTL_INFO_FL), 'Market' (Global), and '*Description' (ESS - hide SSN). A 'Validate Configuration' button is present. Below this is a 'Criteria' section with a search bar and a 'Sequence Number' field set to 1. The criteria list is empty, with options to 'Define Criteria' or 'Copy Criteria From'. A 'Device Form Factor' section is also visible. The main part of the interface is the 'Configure Field Properties' section, which contains a table with the following data:

Select	Field Name	Label Text	Modify Label	Hide Field	Disable Entry	Required Field	Default Value
1	NID_SPECIAL_CHAR	National ID	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Below the table is a 'Copy Field Properties From' link.

Data Masking of Any PeopleSoft Field– **New Feature**

Delivered in
Image 33

Biographical Details | Contact Information | Regional

Douglas Lewis Person ID KU0001

Name 1 of 1 | View All

Effective Date 01/01/1980 + -
Format Type English
Display Name Douglas Lewis **View Name**

Biographic Information

Date of Birth 06/29/XXXX
Date of Death
Birth Country USA United States
Birth State
Birth Location Waive Data Protection

Biographical History 1 of 1 | View All

*Effective Date 01/01/1980 + -
*Gender Male
*Highest Education Level A-Not Indicated
*Marital Status Married As of 01/01/1980
Language Code
Alternate ID Full-Time Student

National ID 1-1 of 1 | View All

*Country	*National ID Type	National ID	Primary ID		
USA	Social Security Number	XXX-XX-2799	<input checked="" type="checkbox"/>	+ -	

Note: PTools requirement- 8.57.11



Full Masking: Employee Compensation – Job Data

Compensation Job Data

Employee Empl Record 0

Compensation Details ?

Effective Date 07/01/2019
 Effective Sequence 0
 HR Status Active
 Payroll Status Active

Compensation Rate 22,916.67 USD

Comparative Information ?

Pay Rates ?

Default Pay Components

Pay Components ?

*Rate Code	Seq	Comp Rate	Currency	Frequency	Poin
1 NAANNL	0	275,000.000000	USD	A	

Masking Job Data

Compensation Details ?

Effective Date 07/01/2019
 Effective Sequence 0
 HR Status Active
 Payroll Status Active

Compensation Rate ***** USD

Comparative Information ?

Pay Rates ?

Default Pay Components

Pay Components ?

*Rate Code	Seq	Comp Rate	Currency	Frequency
1 NAANNL	0	*****	USD	A



Partial Masking: Employee SSN – Employee Self Service

Employee Self Service Personal Details

 **Betty Locherty** ✔
Finance Director

- Addresses
- Contact Details
- Social Media
- Marital Status
- Name
- Ethnic Groups
- Emergency Contacts
- Additional Information**
- Disability
- Veteran Status

Additional Information

Gender	Female
Date of Birth	07/06/1945
Birth Country	United States
Birth State	Texas
Social Security Number	341-95-7245
Smoker	
Date Entitled to Medicare	
Original Start Date	04/07/1989
Last Start Date	04/07/1989
Highest Education Level	Not Indicated

Employee Information

Employee Self Service Personal Details

 **Betty Locherty** ✔
Finance Director

- Addresses
- Contact Details
- Social Media
- Marital Status
- Name
- Ethnic Groups
- Emergency Contacts
- Additional Information**
- Disability

Additional Information

Gender	Female
Date of Birth	07/06/1945
Birth Country	United States
Birth State	Texas
Social Security Number	XXX-XX-7245
Smoker	
Date Entitled to Medicare	
Original Start Date	04/07/1989
Last Start Date	04/07/1989
Highest Education Level	Not Indicated



Masking Configuration

- Define Masking Profile
- Define Field Group

Masking Profiles

Define Mask Profile

Mask Profile ID DATE_YR_MASK
*Short Description Year Mask
Long Description Year Mask

Masking Parameters

*Masking Type Date
*Mask Character X Retain Separators

Date Masking Options

Day Month Year

Field Groups

Define Field Group

Field Group `DATE_YEAR`

*Default Mask Profile ID `DATE_YR_MASK`

Select Fields

1-7 of 7

Field Name	Default Label		
<code>BIRTHDATE</code> <input type="text"/>	Date of Birth	<input type="button" value="+"/>	<input type="button" value="-"/>
<code>COVERAGE_BEGIN_DT</code> <input type="text"/>	Coverage Begin Date	<input type="button" value="+"/>	<input type="button" value="-"/>
<code>COVERAGE_ELECT_DT</code> <input type="text"/>	Coverage Elect Date	<input type="button" value="+"/>	<input type="button" value="-"/>
<code>COVERAGE_END_DT</code> <input type="text"/>	Coverage End Date	<input type="button" value="+"/>	<input type="button" value="-"/>
<code>DISABILITY_DT</code> <input type="text"/>	Entitlement Date	<input type="button" value="+"/>	<input type="button" value="-"/>
<code>DISABLED_STATUS_DT</code> <input type="text"/>	Disabled Status Date	<input type="button" value="+"/>	<input type="button" value="-"/>
<code>DT_OF_DEATH</code> <input type="text"/>	Date of Death	<input type="button" value="+"/>	<input type="button" value="-"/>

Assign a masking profile to a group of similar fields

Enhancements to Page & Field Configurator

- Data Masking
- Applying Multiple Configurations Additively
- Extended to secondary pages (modal windows)
- Extended user criteria to include/exclude multiple roles
- Inactivate sequences
- Extended to fluid components (criteria based on form factor)
- Additional criteria ('contains', 'not in', 'like', etc.)

Data Privacy Enhancements

PS Query

Roadmap

- Data Mask output and prevent display of sensitive or personal data:

- PS Query output viewer
- PS Query API's
- BI Publisher Reports

The screenshot displays the 'Roles for Query Masking' configuration page. At the top, it shows the role name 'HR Administrator' and the role description 'HR Administrator'. Below this, there is a section titled 'Record Field Access' which contains a table with five rows. Each row represents a record and its associated fields, along with the access code for each field. A 'Save' button is located at the bottom of the table.

	*Record Name	*Field Name	*Access Code	
1	EMAIL_ADDRESSES	EMAIL_ADDR	Authorized	
2	PERSON	BIRTHDATE	Not Authorized	
3	PERS_DATA_EFFDT	MAR_STATUS	Authorized	
4	PERS_DATA_EFFDT	SEX	Authorized	
5	PERS_NID	NATIONAL_ID	Not Authorized	

- Ability to mask fields for 'authorized' query users



Data Privacy

Frequently Asked Questions

- Anonymize or Pseudonymize Data (scrambling)
- Allow View Auditing
- Two-Factor Authentication



Data Masking / Scrambling

Non-Production Environments

Oracle Consulting provides a comprehensive masking solution at the database level that is intended to assist making Personal and Sensitive Data more confidential and secure.

- Intended for non-production environments such as development and test
- Supports scrambling of personal data such as Name, SSN
- Supports masking of sensitive data such as compensation details

Contact your local Oracle Consulting representative or www.oracle.com\consulting

Allow View Auditing

Data Security

- PeopleTools provides ability to do **audit changes** made to employee data
- *Does not* provide the ability to audit who has **viewed** the data in components/pages/fields
 - *Need ability to configure* the transactions which are audited (ex. Personal Data)

The screenshot shows the 'Record Properties' dialog box in PeopleTools. The 'Record Audit' section is highlighted with a red box. It includes a 'Record Name' dropdown menu and an 'Audit Options' section with checkboxes for 'Add', 'Change', 'Selective', and 'Delete'. The 'Record Name' dropdown is currently empty.

Num	Field Name	Type	Len	Format	Short Name	Long Name
1	EMPLID	Char	11	Upper	EmplID	EmplID
2	BIRTHDATE					
3	BIRTHPLACE					
4	BIRTHCOUNTRY					
5	BIRTHSTATE					
6	DT_OF_DEATH					
7	LAST_CHILD_UPDD					

Two Factor Authentication

Access Control

- Two Oracle products support 2FA/MFA, OAM and OAAM.
- Oracle Documentation:
 - [Implementing PeopleSoft Single Signon](#)
 - [Implementing Oracle Access Manager for PeopleSoft](#)
- We do have multiple partners offering solutions, but we are not in the position to recommend any particular 3rd party since we do not perform any security testing on their products
- A number of customers have used Event Mapping with external vendors, like DUO or Nexmo to create login and sensitive transaction protection with 2FA/MFA.

Data Privacy and Managing Sensitive Information in PeopleSoft HCM

Summary

Notice and Consent: *Acknowledgement Framework*

Separation of Duties: *Data Privacy Framework, Data Masking, Page and Field Configurator*

Data Deletion/Right to be Forgotten: *Person Delete, Applicant Delete, Learner Delete, Employment Delete*

Data Minimization/Retention: *Data Archive Manager*

Data Portability: *PS Query / BI Publisher*

Right to Access: *Self Service / Self Service Reporting*

Thank You



julie.alonso@oracle.com

joe.willever@oracle.com