

How to determine *EMPLOYMENT STATUS* in SAP

When viewing employee master data in SAP (t-code PA20 or PA30), do not rely on data fields such as “Employee Group” or “Personnel Area” to determine an employee’s employment status.

The only way to accurately determine current employment status is to display the most recent “Action” performed on the employee. The employment status will be “Active,” “Withdrawn,” or “Inactive” (on leave); then look at “Action Type.”

These two pieces of information should allow you to determine whether the employee is active, on leave, terminated, retired, etc.



TIPS and TRICKS for SAP Users in Polk County Public Schools