



ASSUMPTION UNIVERSITY

PERSONNEL INFORMATION SYSTEM FOR BANKING COMPANY

By

Ms. Nuanchan Joungvanich

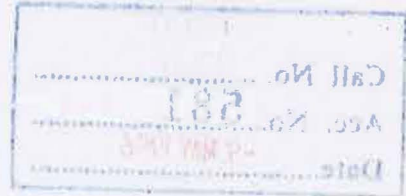
Final Report of the Three - Credit Course
CS 6998 System Development Project

Submitted in Partial Fulfillment
of the Requirements for the Degree of
Master of Science
in Computer Information Systems
Assumption University

December 1994

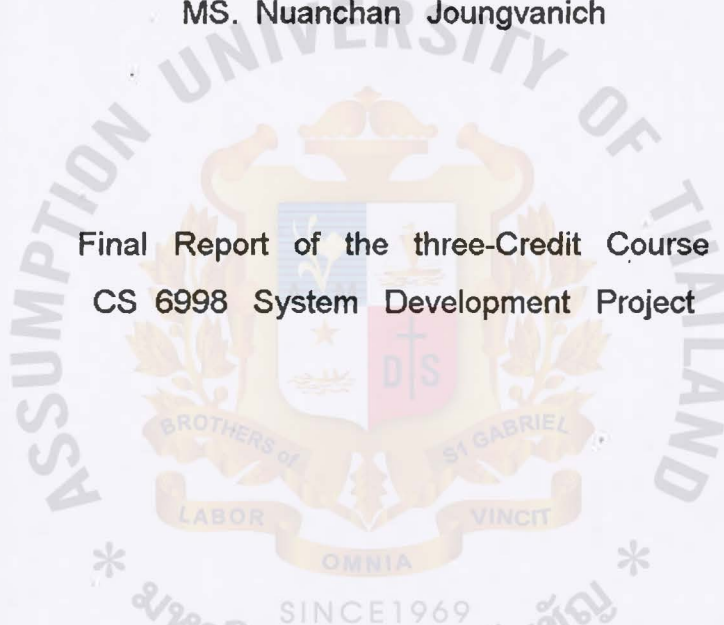
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Project Title Personnel Information System for Banking Company
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The Graduate School of Assumption University had approved this final report of the three-credit course, CS 6998 System Development Project, submitted in partial fulfillment of the requirements for the degree of Master of Science in Computer Information Systems.

Approval Committee:



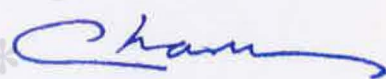
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December, 1994

ABSTRACT

This project is developed under the topic of The personnel Information System for Banking Company. The purpose of this project is design the new system in order to improve the existing operation in the Human Resource Management division of the personnel department. Since the existing operation is done by manually which often cause many problem and take along time. The new system was a computerized system which would solve the problem that was done by manual.

The system development project was the analysis, design and implementation of The personnel Information system for Banking Company. The structure analysis was problem definition, information gathering and understanding the existing system. The design phases was a collecting the system requirement, gathering all input document, database design, output design and screen design. In implementation phases was developed the application program by using FOXPRO Software, testing, training and document.

ACKNOWLEDGE

The author is grateful to the numerous individuals who contributed to the preparation of this project report. First, she wishes to thank the officers of personal department of the Bangkok Bank of commerce public company, specially Khun Pimonpun Ruckpnich for their good cooperation in providing information. Next she wishes to thank Dr. Sudhiporn Patumtawapibal, the advisor of this project, and she wishes to thank the MS(CIS) COMMITTEE : Prof. Dr. Srisakdi Charmonman and Assoc. Prof. Dr. Kanchit Malaivongs, for their valuable guidance on the modifications that include in this project report.

It hardly needs saying that much of the value of this project report is due to their assistance, but she alone bears responsibility for any errors or omissions that remain between the covers.

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CHAPTER 1

INTRODUCTION

1.1 BACKGROUND OF PROJECT

The operation on the personnel management importance for the Banking Business. Because of the business can process due to human activity. The Business will survive, grows, and be competitive, if they have qualified employee. The activity of personnel management was governed on the utilization of the firm's Human Resource productivity. It's function serve to attract, retain, and motivate employee. Therefore, the personnel information would be a major factor of the business planning.

As a company grows, the control of the employee data becomes more difficult and simultaneously more problem. The problem are related to the process of data collecting, data recording and retrieving data. The traditional procedure, that is the manual, is not only a difficult task, but it required too much time to generate information for the administrative purpose. Furthermore, the increasing number of employee, and because of the security of personnel information make the limited of responsible officials, and the old procedure the manual data processing, these problem could be more difficult for managing the personnel information.

The utilization of computer for the personnel information system should be the appropriate way to solve the problems. Practically, the computer data processing can provide the opportunity to collect more complete data and the display of data can be more convenient. For example, the user can search for a group of personnel with a specific characteristics from various department and various branch, output several forms of required report, and update data effectively.

The purpose of this project was to study the existing system in order to analysis that system for the developing the appropriated application by utilize the micro computer. By this application, the user could record data, and retrieve information related to the personnel information immediately. It also included the use of computer to report information in required form for management and personnel administration.

This project is developed to aid the processing of Human Resource information at the Bangkok Bank of commerce Co.,Ltd. The structure system analysis and design, altogether with application development are applied as a case study in developing of personnel information system.

1.2 OBJECTIVE OF PROJECT

The objective of project on personnel information system for banking company as the follow:

1.2.1. To investigate the existing system and requirement in order to identify a group of standardized data, and then organize the data into file for setting up database.

1.2.2. To design a computerize system for updating and retrieving the information by interactive screening, as well as information report for the personnel department.

1.2.3. To develop, test and generate the report for analyzing.

1.3 SCOPE OF PROJECT

The Project covers major part of personnel administration which include

1.3.1. Retrieving the employee information procedure that guide by screen assistance.

1.3.2. Updating the employee information by prompting tittle on the update screen.

1.3.3. Classification the privilege for access the database by using the password on specifying.

1.3.4. Creating the database and develop the application by using FOXPRO version 2.00

1.3.5. Prepare partial structure of database for linking with the other systems, such as PAYROLL system.

1.3.6. Generating the reports that gather the data for analyzing.



CHAPTER 2

EXISTING SYSTEM

2.1. ORGANIZATION'S BACKGROUND

The Bank that referred by this project was found on October 31, 1944 by a group of leading businessman seeking to contribute to the development of the Thai economy and provide financial assistance to various emerging business sector. With an initial capital of three million bath - 30,000 shares at per value of 100 bath, the bank began providing the full range of then available banking services.

To day, The Bank remains a full-services player in Thailand's rapidly growing commercial banking sector and now rank as the nation's tenth largest bank as measured by total assets. There are branches in 164 location throughout Thailand. Of these, 40 branch locate in Bangkok and around of Bangkok and 120 branch locate in provincsion with the large number of branch, there are employee to 5,000 in the head office and branch. The management structure can view by the organization structure that has shown in figure 2.1.

BANK ORGANIZATION STRUCTURE

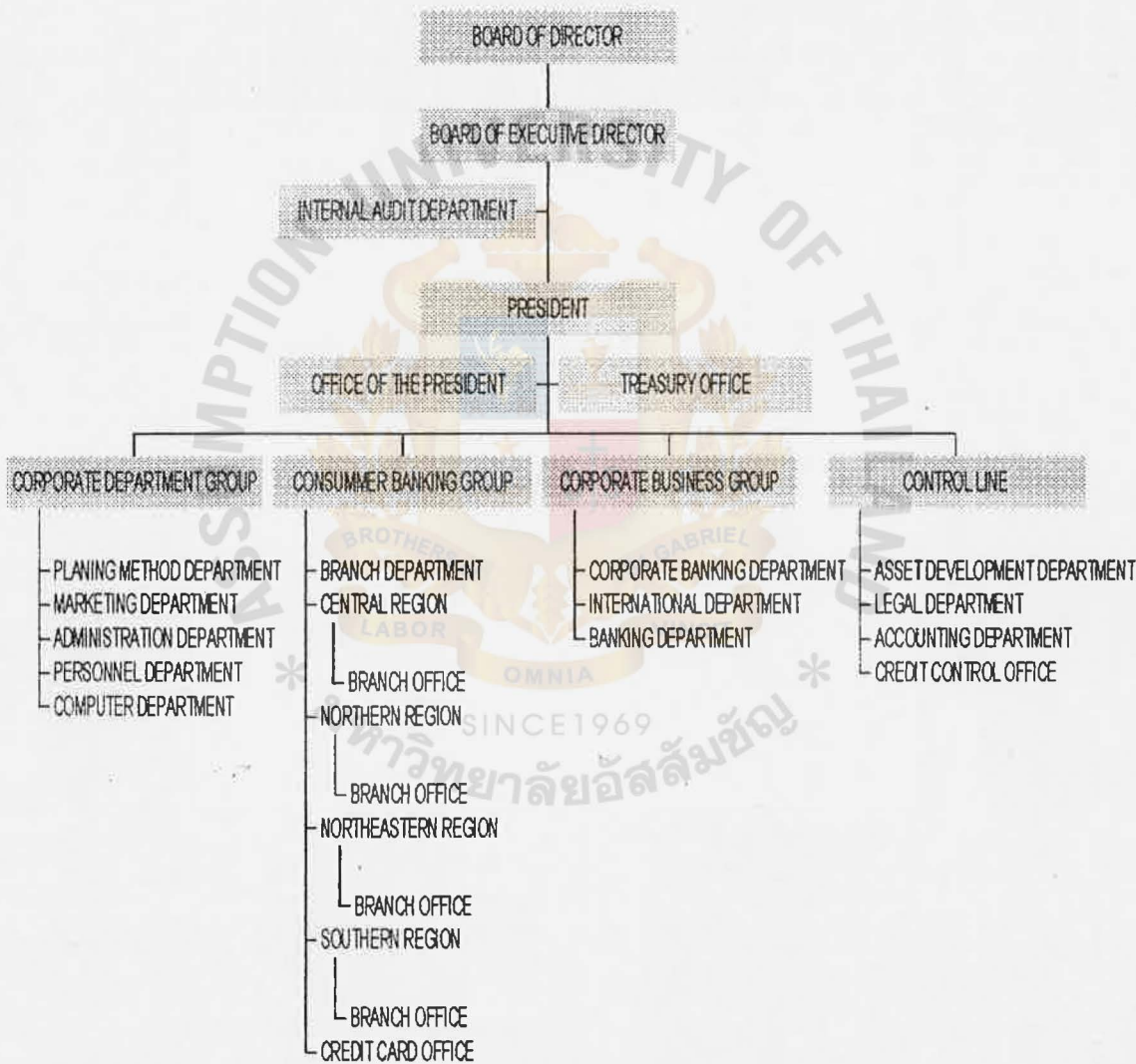


FIGURE 2.1 BANK ORGANIZATION STRUCTURE CHART

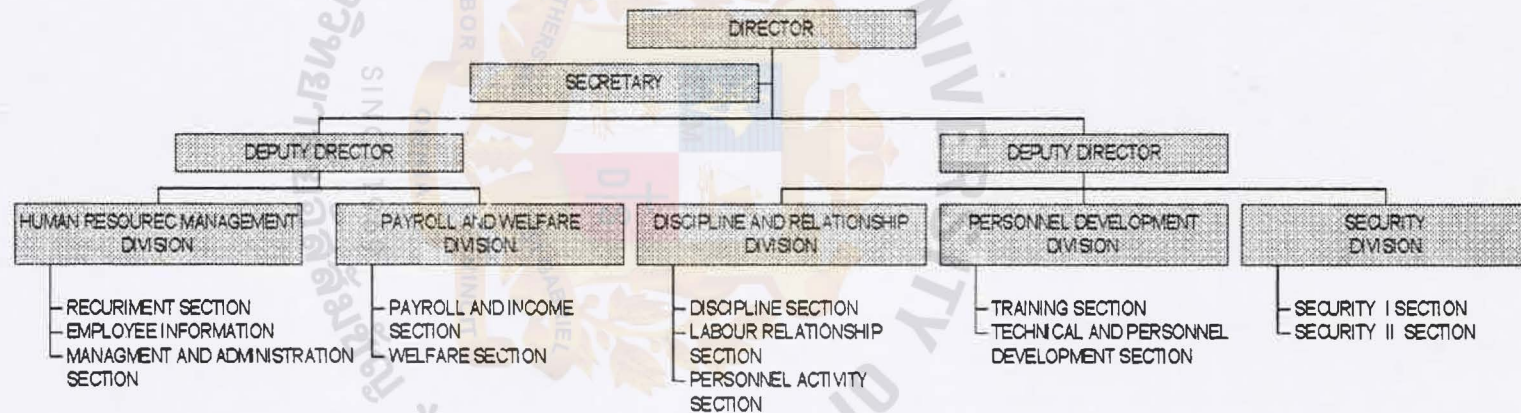


FIGURE 2.2 PERSONNEL DEPARTMENT STRUCTURE CHART

2.2. THE AREA UNDER STUDY

Along with the fast growth of the bank, it is the fast growth of the number of employee. The Human Resource management of the personnel department that is the manual operating has many problems.

The area under study is the personnel department. The organization structure of this department has shown in figure 2.2. The organization structure of the personnel department divided into 5 divisions as follow : -

2.2.1. Human Resource management division.

It is divided into three sections.

2.2.1.1. Recruitment section.

2.2.1.2. Employee Information section.

2.2.1.3. Management and administration section.

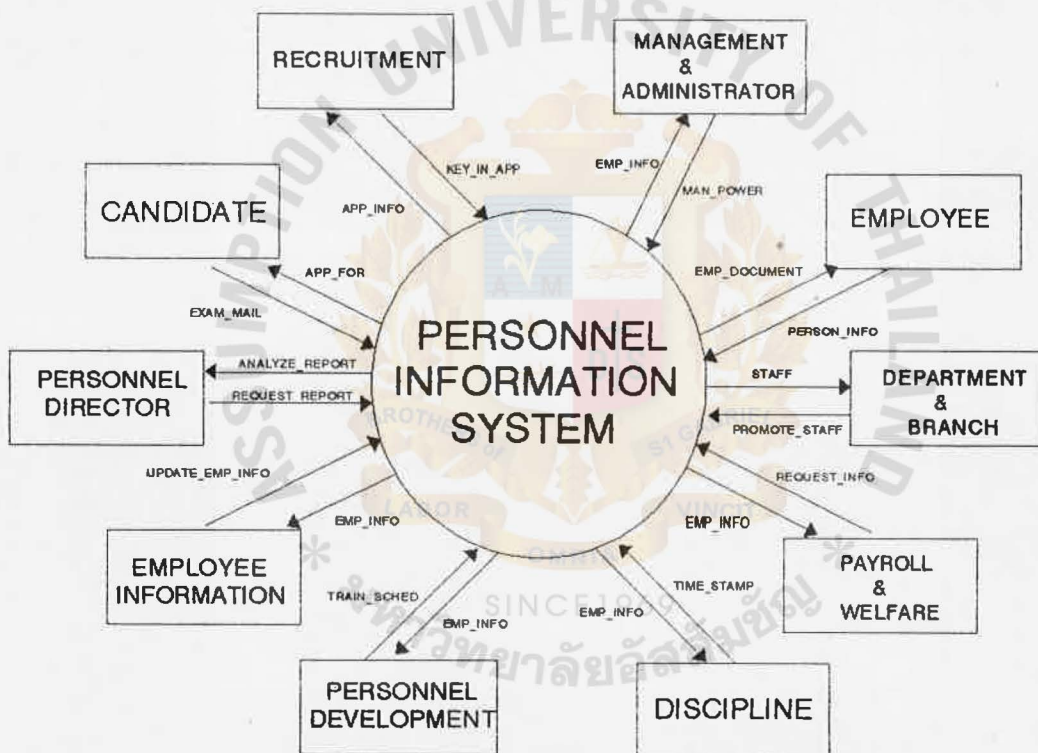


FIGURE 2.3 EXISTING SYSTEM CONTEXT DIAGRAM

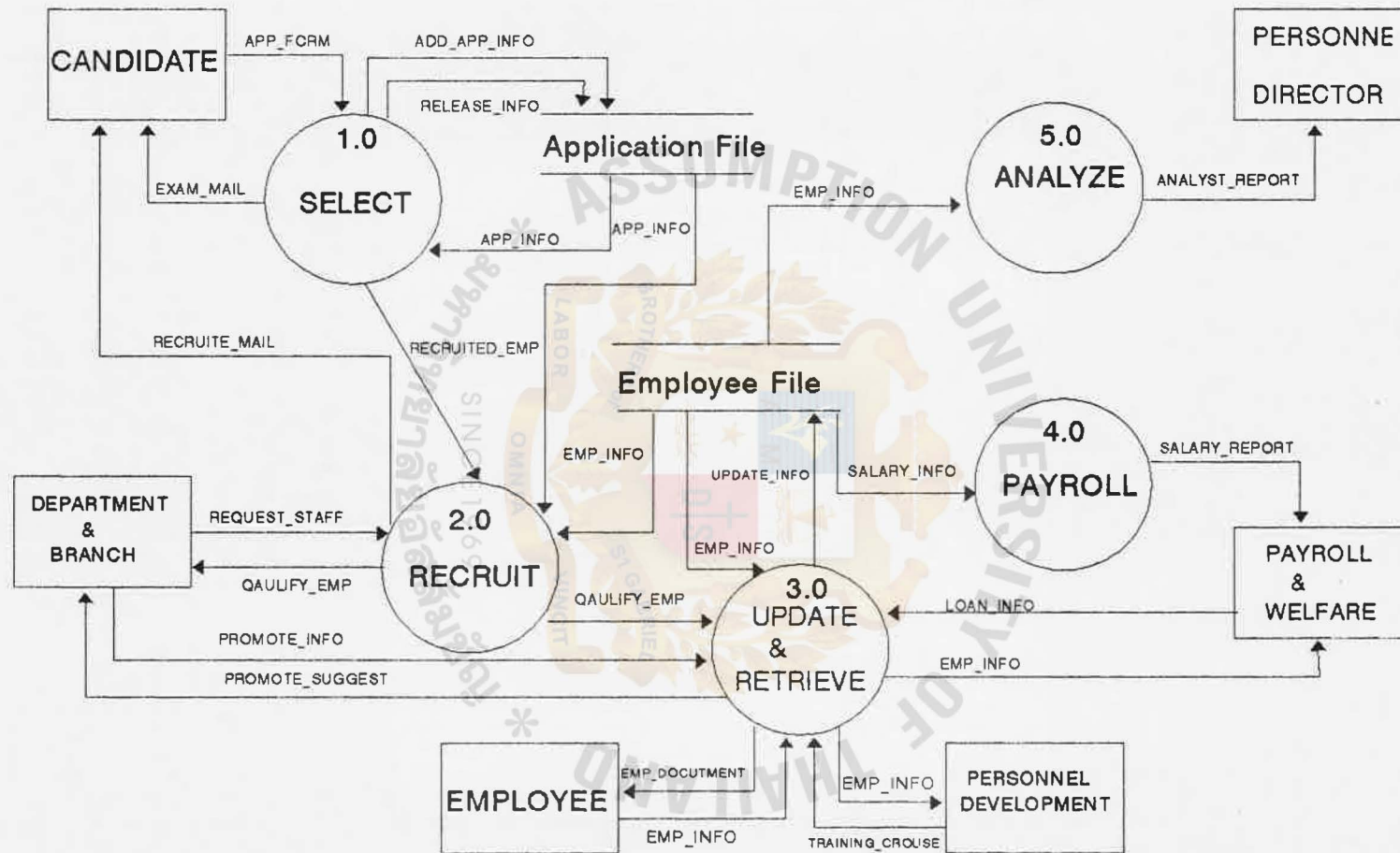


FIGURE 2.4 EXISTING SYSTEM DATAFLOW DIAGRAM LEVEL 0

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2.2.2. Payroll and Welfare Division.

It is divided into two section.

2.2.2.1. Payroll and income section.

2.2.2.2. Welfare section.

2.2.3. Discipline and personnel relationship division.

It is divided into three section.

2.2.3.1. Discipline section.

2.2.3.2. Labor relationship section.

2.2.3.3. Personnel activity section.

2.2.4. Personnel development division.

It is divided into two section.

2.2.4.1. Training section.

2.2.4.2. Technical and personnel development section.

2.2.5. Security division.

It is divided into two section.

2.2.5.1. Security I

2.2.5.2. Security II

The system analysed in this project emphasized in the Human Resource management division. The functions of this division can be classified by the section as follows : -

2.2.1.1. Recruitment section

This section is responsible for providing the staff for all departments and branches, controlling staff numbers to manpower planning, keeping the application information, selecting the candidate from applications, processing the examination of applications in every 6 months, releasing the expired date of application, and contacting the application if they were recruited.

2.2.1.2. Employee information section

This section is responsible for filling the employee information, keeping the employee information in files, supporting the employee information for other divisions and other departments,

updating the employee information.

2.2.1.3. Management and administration section

This section responsibility for planing employee recruitment, produce the employee information report, analyzing the manpower in the branch and head office, controlling manpower, suggesting the promoting, and producing the employee document.

2.3. ANALYSIS OF THE EXISTING SYSTEM

Along with the function of the Human Resource management division and with interviewing the staff in this division, could analysis the existing system that is shown in the context diagram (figure 2.3) and data flow diagram level 0 (figure 2.4).

2.4. PROBLEMS OF THE EXISTING SYSTEM

After discussion with the official involved the problems can be identified as follows : -

2.4.1. The existing information system can not provide timely and accurate to the management and the officers. Such as the management and administration section wants to transfer any employee to any position for appropriate work. It take the

more time to do it and the employee information are not up-to-date for decision making.

2.4.2. The existing information system takes a lot of time due to manual operations because it use the record from many control book.

2.4.3. The existing information system can not provide the timely information that necessary for immediate and critical management decision. Such as employee in the bank for decision increase the employee' salary structure.

2.4.4. The existing information system take a lot of time to issue any document for employee request.

CHAPTER 3

THE PROPOSED SYSTEM

After analyzing the existing system which has defined the problem, the design of the proposed system was to assemble an overall picture of inputs, outputs, operations and resource require by the system to meet the present and future needs of Human Resource management division. The design of proposed system is the computerization of its work using appropriate software and hardware to achieve the following : -

3.1 SYSTEM REQUIREMENT

The requirement for the proposed system are those features or details that are needed, which are the activities or improvements the new system must provide. The proposed system requirement can be stated as follow : -

3.1.1. The computerize filling system that is the step of work must be design in the form of menu driven so that the user who does not have computer knowledge can understand easily.

3.1.2. The computerize reporting system that is operator can retrieve or enquire need information should be easily

and not consuming the time.

3.1.3. As for data file system, Relational Database System should be use as it is efficient and will equipped with software to create, update, backup and recovery data and maintains the data structure.

3.1.4. Security and operation control should be include in the proposed system.

3.1.5. Standard code for the description table should be design and recording into the database file.

3.1.6 Standard forms of reports and recording data should be designed so that every unit of work can use and understand in the same way.

3.2 . SYSTEM DESIGN

3.2.1 Input design

Input Form of Human Resource should be the form to record in to the new system or command to processes the data in the new system. It is as following :

1. Application Form.
2. Recruitment command Form.
3. Updating information Form.
4. Job description Form.
5. Leave Form.
6. Require the manpower Form.
7. Guarantee form

3.2.2 Output design

Output report that needs by the system can be categorized as follows for example:

- 3.2.2.1. List of employee in each position report.
- 3.2.2.2. Statistical education report.
- 3.2.2.3. Report of employee salary in each position report.
- 3.2.2.4. Employee turnover in each position report.
- 3.2.2.5. Analysis cause of resignation.
- 3.2.2.6. The time stamp report by department.
- 3.2.2.7. Information the manpower report.
- 3.2.2.8. The employee information for promoting suggest report.

3.2.2.9. Number of employee in each degree of education report.

3.2.2.10. List of the qualified applicant report.

The output report layout has shown is appendix C.

3.2.3 Screen design

The screen layout was designed for entering, updating and retrieving guide line by title that is user friendly. So that the design would be following the input and output document. The input and output screen that needs by the system can be shown in appendix B

3.2.4 Process design

With analyzing the existing system, current problem, all document available and observing work procedure was used as a basic for designing process of proposed system.

The process was designed by imitating work procedure of the Human Resource management division. The overview of process was shown by the context diagram and data flow diagram in figure 3.1 through figure 3.5.

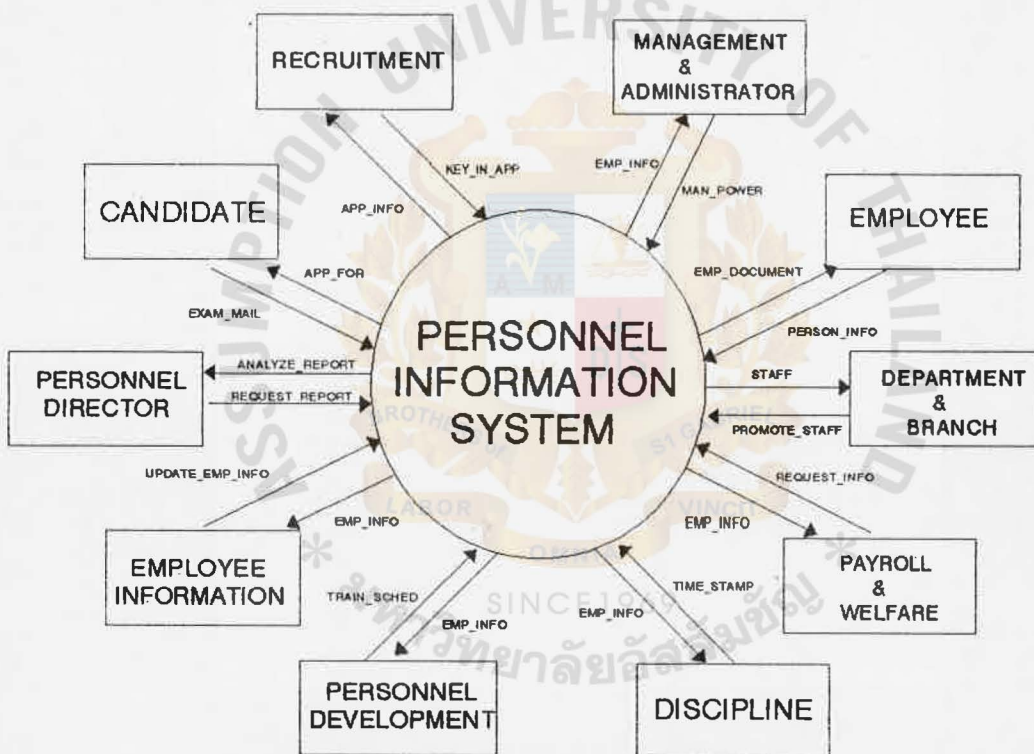


FIGURE 3.1 PROPOSED SYSTEM CONTEXT DIAGRAM

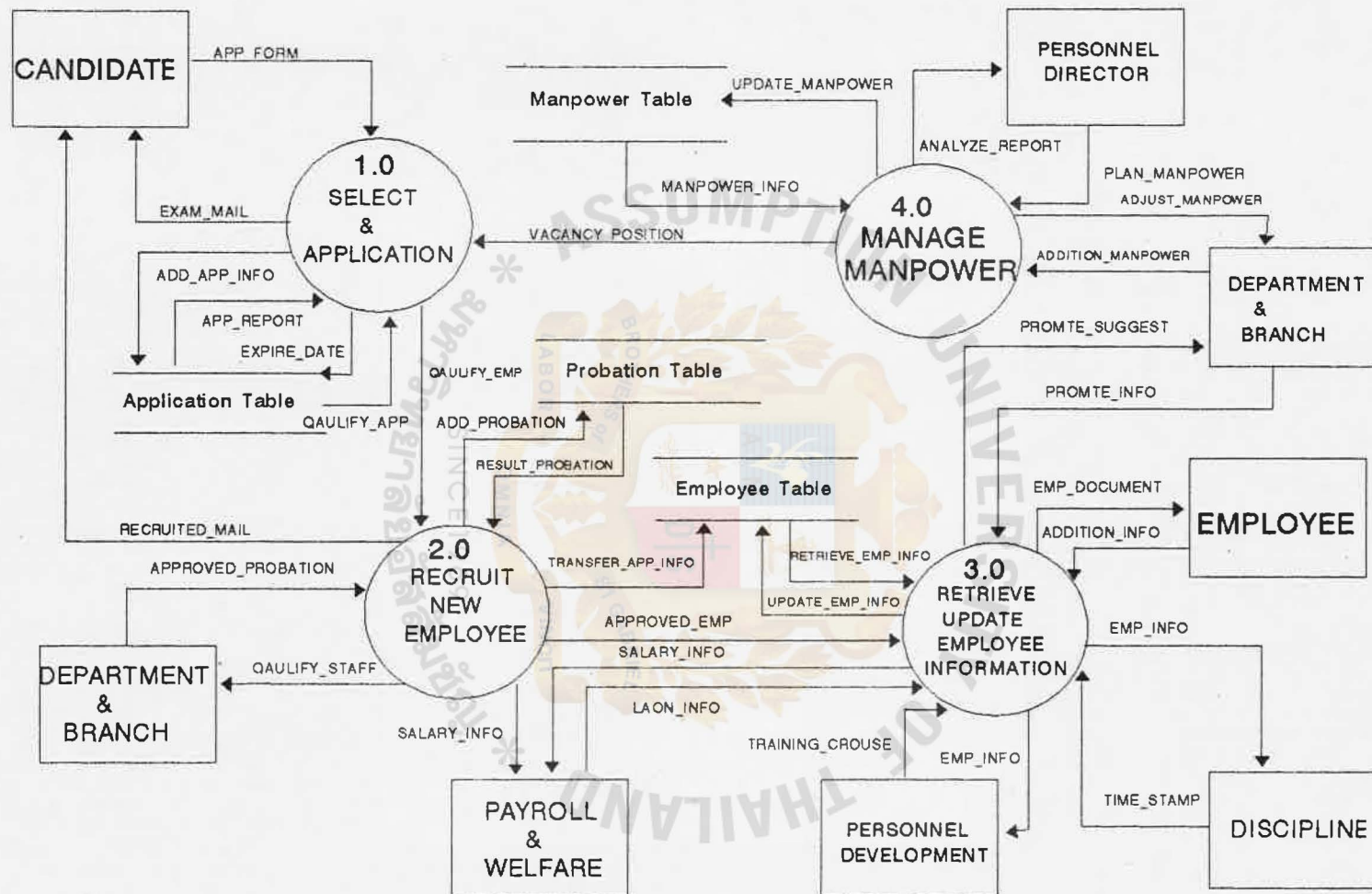


FIGURE 3.2 PROPOSED SYSTEM DATAFLOW DIAGRAM LEVEL 0

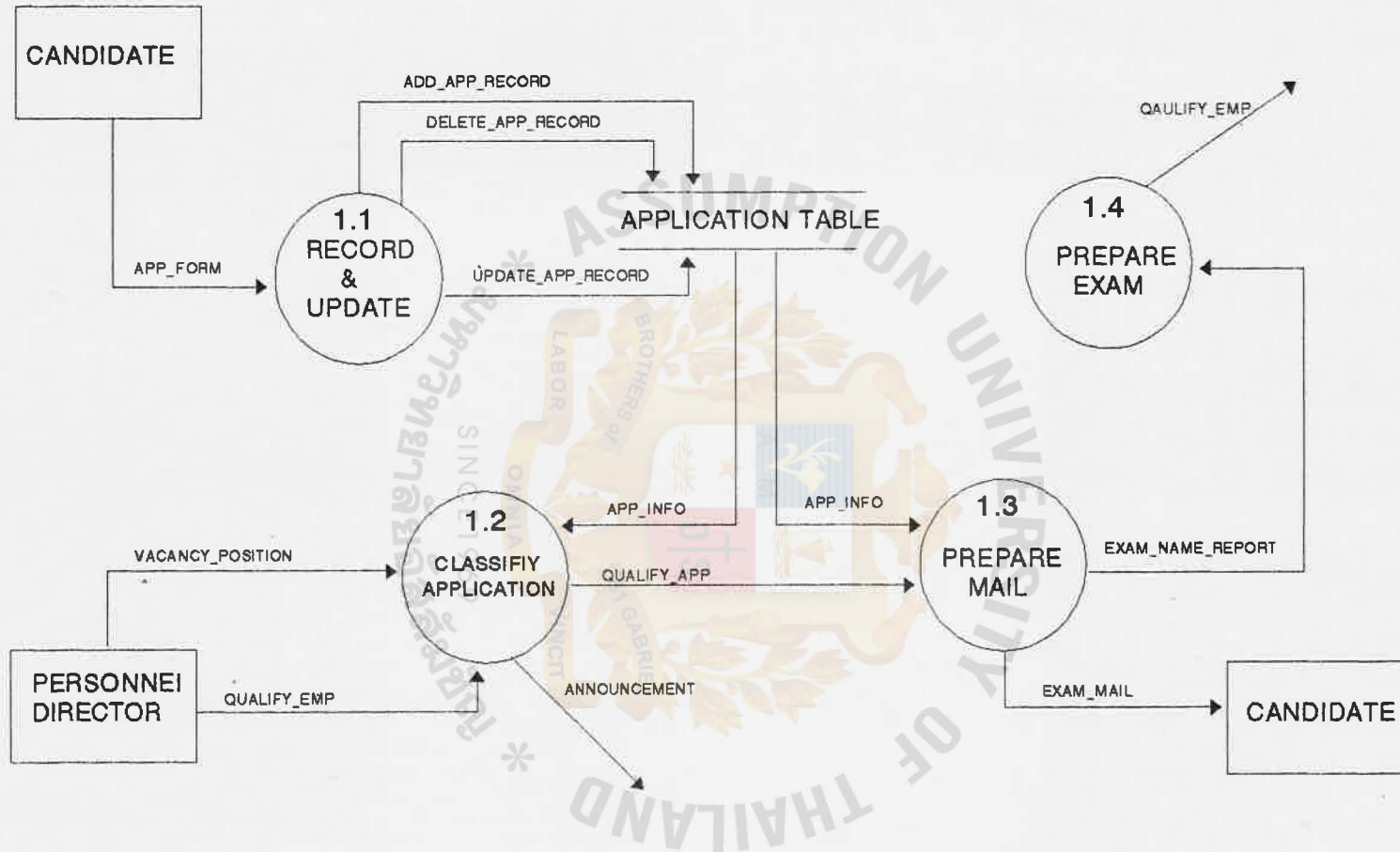


FIGURE 3.3 SELECTED AN APPLICATION DATA FLOW LEVEL 1

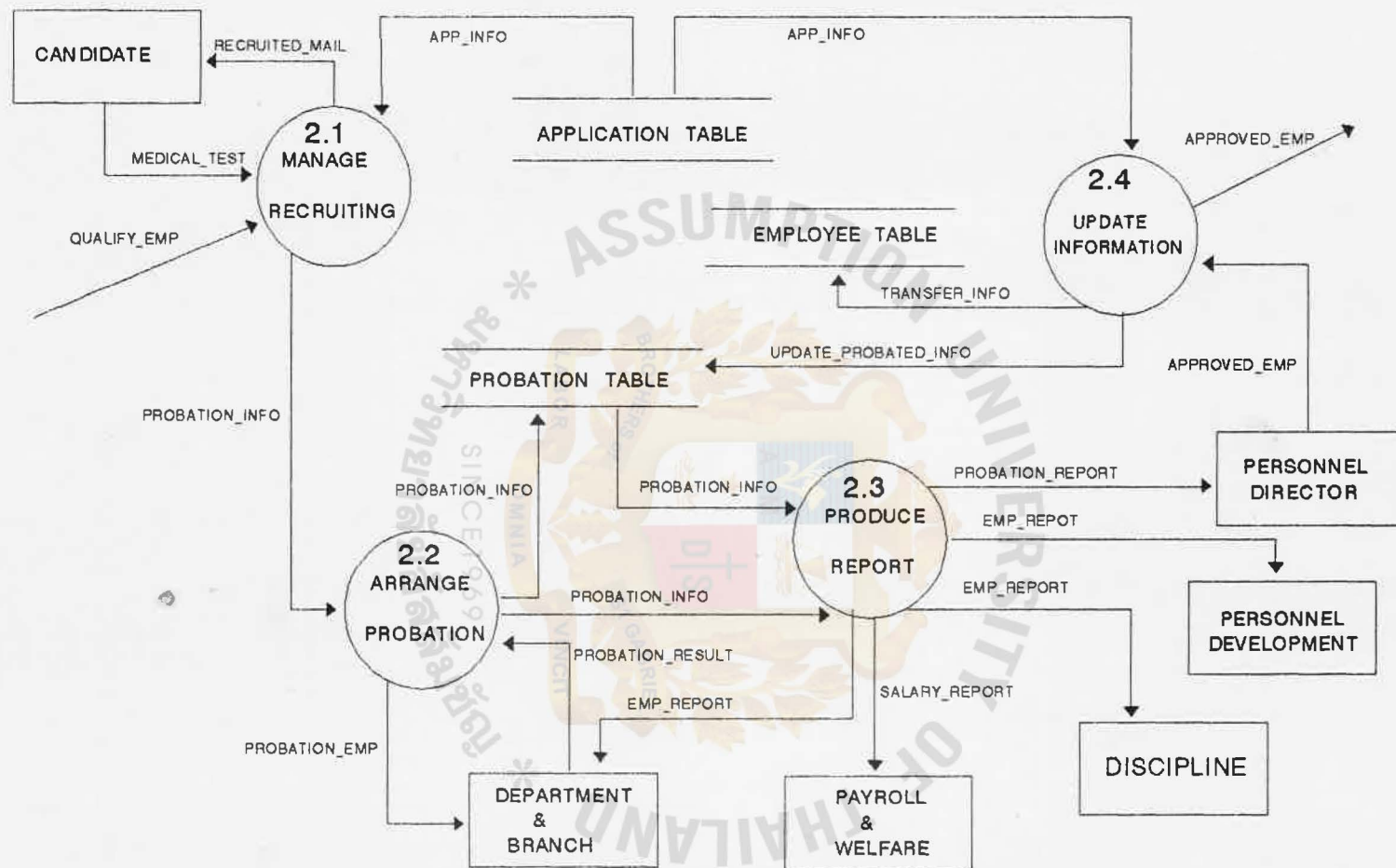


FIGURE 3.4 RECRUITED NEW EMPLOYEE DATA FLOW DIGRAM LEVEL 1

FIGURE 3.5 RETRIEVE AND UPDATE EMPLOYEE INFORMATION DATA FLOW LEVEL 1

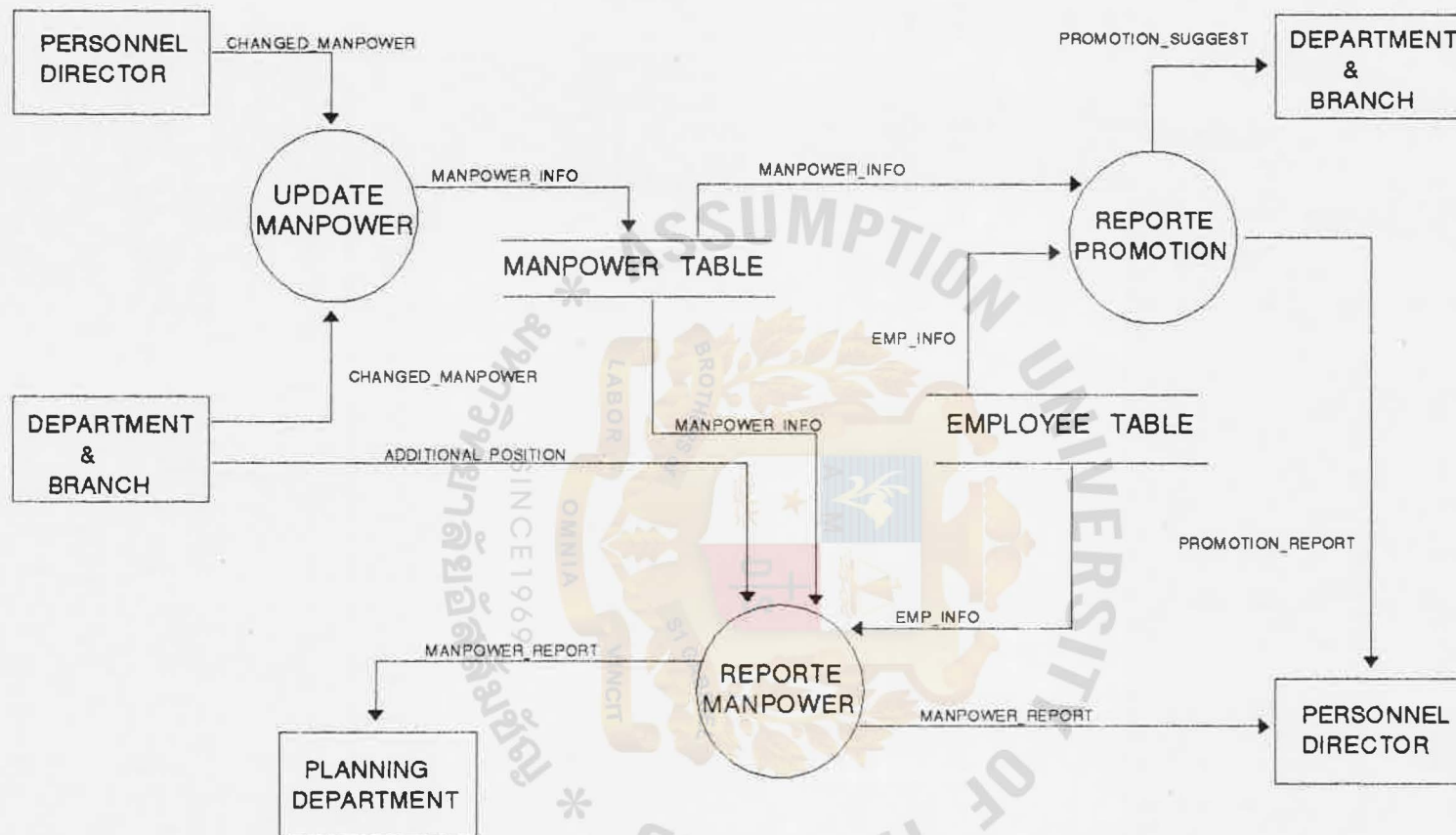


FIGURE 3.6 MANAGE MANPOWER DATA FLOW DIAGRAM LEVEL 1

The activity of process in data flow diagram level 0 was shown as following :

There are 4 process in data flow diagram.

Process 1.1 Select an application.

- Recording and updating the application information.
- Receiving the requested staff for vacancy position from other department and branch.
- Mailing letter of calling for examination and interview.
- Announcing required position to public, if it isn't in application table.
- Printing the application information report.
- Canceling the expire date application and recruited application.
- Preparing the examination that is twice a year.
- Producing result of examination or interview to recruitment process.
- Searching the qualify application from table file.

Process 2.0 Recruit new employee

- Receive the approve examination from selected an application.
- Mailing or informing the recruitment and appointed for medical testing.
- Setting employee ID and probation information.
- Passing new employee to qualified branch and department.
- Printing new employee information for salary section and training section.
- Evaluate probation and proposed the approved probation to the personnel director.
- Transferring the approved employee's information to employee table file.

Process 3.0 Retrieved and updated employee information.

- Recording the additional information of new employee which is not in the application table file the data that would be recorded into the employee table file as follow :

- @ Position holding information.
 - @ Personnel information.
 - @ Family information.
 - @ Education and training information.
 - @ Parent information.
 - @ Experience information.
 - @ Medical information.
 - @ Loan information.
 - @ Leaving attended information.
 - @ Punish information.
 - @ History movement information.
- Would update the above information if it was changed.
 - Producing the request document from the above information such as employee's approved salary, employee approved experience.
 - Producing the request report for the personnel director.

Process 4.0 Managed manpower.

- Updating manpower table file after the approved play of reorganized position.

- Preparing of recruitment new employee for vacancy position.
- Analyzing and evaluation of requested new employee for branch and department.
- Analyzing and evaluation of promotion from branch and producing the suggestion of the promotion.

3.2.5 Database

Database was designed by analyzing the information which record in existing document file. The database design was adjusted to suitable for information that was produce by the process, as well as provided for the information that would be occurred in the future. The database was designed to be the relational database which divided into various file that called table. The details of data store are shown in Appendix A.

3.3 SECURITY AND CONTROLS

Security controls is the important considerations in designing the proposed system. Because personnel information is concerned with important information that unauthorized person should not know. The security and control was designed in the following consideration

- 3.3.1. Physical securities of equipment.
- 3.3.2. Protection of the integrity of the system and data.
- 3.3.3. Security of data.

3.3.1. Physical securities of equipment

It is the control over the day-to-day operation of the computer environment. The control is the following.

3.3.1.1. Using an uninterruptable power supply (ups) in order to ensure that the computer keep operating if there is an electrical failure.

3.3.1.2. All the terminal and printer located in the secure area that the unauthorized cannot use the terminal and printer.

3.3.1.3. Output of the system like report listing must be controlled in the security. Especially report contain the employee name and salary promotion.

3.3.1.4. Defining the task of each personnel over the job. Inform the duties, responsibility.

3.3.1.5. Training for the computer people is only in the area for which they are responsible. They do not learn the entire system.

3.3.2. Protection of the integrity of the system and data

It is control over the modification system, accessing to system and system failure. The control is following

3.3.2.1. All application program software package are copied to diskette and kept in the safe and secure place.

3.3.2.2. The recovery data is done by using the backup diskette and recovery software tools, would be unexpected or accidental deletion or systems power failure.

3.3.2.3. The full documentation of system design, programming, maintenance activity kept at the authorized person. These document need when the system are used over a period and need modification.

3.3.2.4. The user procedure and recover procedure should be agree upon user and developer.

3.3.2.5. Using an error message and retrieval program for investigation of errors to determine if these errors were caused by the computer system or the operational people or users.

3.3.3. Security of data and information

It is concerned at the accessing (read,write,execute and update, delete) system with sharability of data. The control is the following :

3.3.3.1. There are the function back-up all table file to the diskette at the end of each day.

3.3.3.2. Using the password to protect authorized system access application program will have login screen that protect unauthorized or non privileged user.

3.3.3.3. The application software package should verify the data in insertion, updating, and deletion records.

3.4. HARDWARE AND SOFTWARE SPECIFICATION

Hardware and software required to implement the proposed system are as follows :

3.4.1 Hardware

3.4.1.1. Unit microcomputer server

- 32 bit 80486-DX system 66 MHz
- Memory 8 MB (at least)
- Disk storage 1 GB
- 1 x 1.2 MB 5.25 " Floppy Disk Drive
- 1 x 1.44 MB 3.5" Floppy Disk Drive
- High performance serial input/output
- Ethernet controller

3.4.1.2. Unit section Smart terminal

- 32 bit 80386-DX IBM compatible
- Memory 1 MB (at least)
- 1 x 1.2 MB 5.25" Floppy Disk Drive
- 1 x 1.44 MB 3.5" Floppy Disk Drive
- Keyboard 101 keys

3.4.1.3. Unit micro UPS-7015 (500 VA)

- Battery back up time 20 minutes

3.4.1.4. Unit Dot Matrix Printer

3.4.2 Software

- Operating System
- Novell Netware V.4.01
- MS-DOS
- System Development Software
- FoxPro 2.5
- Utility Program
- PC Tools
- Norton Utilities

3.5 COST AND BENEFIT ANALYSIS

3.5.1 COST ANALYSIS

The estimation costs of investment and operation are shown follow :

3.5.1.1. INVESTMENT COST :

3.5.1.1.1. HARDWARE

	Bath
1 Unit Microcomputer server	160,000
3 Unit Section Smart terminal @ 30,000	90,000
2 Unit Dot Matrix Printer @ 25,000	50,000
1 Unit Micro UPS-7015	150,000
Total	450,000

3.5.1.1.2. SOFTWARE

Operating	Bath
- Novell Netware V.4.01	70,000
- MS-DOS Version 6.0	10,000

System Development Software

- FoxPro 2.5	25,000
--------------	--------

	Bath
Utility program	50,000
Total	155,000

3.5.1.2. IMPLEMENTATION COST

System development cost	50,000
Data conversion cost	25,000
Training cost	30,000
Total	105,000
Grand total investment cost	710,000

3.5.2 BENEFIT ANALYSIS

The benefit of the proposed system has both tangible and intangible as the follow :

3.5.2.1. TANGIBLE BENEFIT

The tangible benefit of the system is reducing the number of employee to operate a manual system. It reduce to 5 person. It can save the salary and bonus as follow :

$$\begin{aligned}\text{Salary} &= 8,500 \text{ bath/month} \times 2 \text{ persons} \times 12 \text{ months} \\ &= 204,000 \\ \text{Bonus} &= 8,500 \text{ bath/month} \times 2 \text{ persons} \times 4 \text{ months} \\ &= 68,000 \\ \text{Total saving cost} &= 272,000\end{aligned}$$

3.5.2.2. INTANGIBLE BENEFIT

The intangible benefit from the proposed system will be as follow :

- 3.5.2.2.1. Better managerial control of the human resource and organization performance.
- 3.5.2.2.2. Enhancement of the decision making by providing faster information access.
- 3.5.2.2.3. Provide timely and shareable information to support management level.
- 3.5.2.2.4. Reduction of paper work and increased quick availability of up-to-date information.
- 3.5.2.2.5. Creation of a good image.
- 3.5.2.2.6. Reduction redundancy operation.

3.5.3 PAYBACK PERIOD

Payback Period is the number of year required to accumulate earning sufficient to cover its costs.

Formula of Payback Period :

$$P = I / (I-T)R$$

Where :

I = Investment or Capital Expenditure

T = Tax Rate (30%)

R = Annual saving realized by invest

I = Total investment + Total implement cost

= 155,000 + 105,000 = 710,000

R = Total saving cost = 272,000

Payback = 710,000 / (1-0.30) 272,000

= 3 year 8 month.

3.5.4 NET PRESENT VALUE ANALYSIS (NPV)

A common ranking alternative for investment proposed in the method of Net Present Value:

Formula of Net Present Value (NPV) : -

$$NPV = R1 / (1+K)^1 + R2 / (1+K)^2 + \dots + Rn / (1+K)^n - PV$$

Where :

NPV = Net Present Value

PV = Cost of Investment = 710,000

R = Cash Flow (Saving) = 272,000

K = Cost of money or interest rate = 10 %

n = Number of year saving available = 3 year

$$NPV = 1,011,138.5 - 710,000 = 301,138.5$$

Since the NPV is position with a value of 301,138.5 bath. It can be concludes the implementation of the proposed system is justifiable.

CHAPTER 4

PROJECT IMPLEMENTATION

Project implementation phase begins after the system analysis and design being accepted. This phase is the most difficult part of the project. It is time-consuming and liable to bugs at many vulnerable points. High demands are put on the technical skills. Project implementation can be classified into the following steps :

- 4.1 Programming and coding.
- 4.2 Testing.
- 4.3 Installation.
- 4.4 Conversion.
- 4.5 Training.
- 4.6 Documentation.

4.1 PROGRAMMING AND CODING

The programming is started with choosing the programming language that has been suitable for the system, breaking the job into detailed tasks, converting the data flow to the flowcharts, layout the format of input-output and data file, converting the process specification to pseudo code and coding each module, and finally, linking all modules together.

4.2 TESTING

Along with verifying and testing of the controls, a complete schedule of testing involves the following sub tasks :

4.2.1 Testing individual programs.

This was completed during the programming task. programmer tested each individual program to make sure it proformed satisfactorily.

4.2.2 Creating test data.

The programmer, system analysts, user representatives, and auditors should get together to create test data that contain both valid and invalid data, test normal processing routines, test error routines, check lists (such as maximums and minimums), test variation using different input and output formats, test the addition and deletion of record to files, test the file storage and retrieval algorithms, insert data that will cause problems, and finally, prepare just plain ridiculous out-of-scale data.

4.2.3 . Link / String / Single-thread testing.

The reason for testing the series of program is to ensure that the "job stream" is corrected. The plan is testing and edit program and an updates program.

4.2.4 . System testing.

Computer operation people should run the system test. The objective of testing the entire system is to verify that the programs meet the original programming specifications, to ensure that the computer operations staff has adequate documentation to run the system. An even more important basic objective is to make sure that the entire system functions as a whole when all the programs are interconnected with the files and the input/output.

4.2.5. Backup / Restart testing.

In this task the backup of files are tested in the situation that it was destroyed inadvertently. This plan includes testing the restart of the system in case the computer failure. The basic goal are to make sure that files can be recovery and can be restart the system in case of disaster.

4.3 INSTALLATION

The following this should be done in the installation.

4.3.1. Computer site preparation must proceed the installation of the new system.

4.3.2. Identify who should operate the new system in order that preparing the terminal and printer wiring.

4.3.3. Write procedure to explain what is to be done, who is response to handle it, who is supposed to do it, and

4.3.4. Hardware should be installed at the sit preparation.

4.3.5. Software, that is system, utility, and application should be installed.

4.4 CONVERSION

It is the task of changing the manual system into computerized system. The development teams and users get together to prepare the current information, forms, and prepare persons for entering the information current file into database. After conversion, the system should be ran parallel due to ability to ensure the complete operation

between the current system and new system.

4.5 TRAINING

It is important part of implementation, since they must be able to run the system without the intervention of the design system. Training course should explain how to use the system with the user manual and how to fill the forms and key data into screen. The training should be involve the operations personnel, maintenance programmer, and various levels of management.

4.6. DOCUMENTATION

Documentation is necessary for communication of program characteristics to persons other than the programmer, and for the programmer, and for the programmer's failure reference as well.

CHARTER 5

CONCLUSION AND RECOMMENDATIONS

5.1. CONCLUSION

Personnel management system is developed for assisting the Human Resource Management Division to manage employee information that done by manual. The proposed system was analyzed by standing all documents available, observing work procedure and interviewing staff in the Human Resource Management Division at personnel department. The design phase, the process design was done by imitating work procedure and input and output form was design by the document available. However, the proposed system can solve the major problem in the existing system that are time-consuming in retrieving and updating personnel information, inconsistent and redundancy information, large volume of paper. Most of the processes of the proposed system are computerize. The data are kept in the computerized filling system which could be more easily accessible and retrieved. The reports are generated automatically.

The application of proposed computerize system can provide to be the solution of current problems. It can provide several benefits such as :

- Timely, accuracy, and consistency information for making decision in management level.
- More efficient in planing and manage manpower.
- Flexibility of use and easily maintenance.
- Preventing unauthorized accessing information by using password.
- Easy to use for the user who have little or no experience in computer.

5.2. RECOMMENDATIONS

Because of the area under study only on Human Resource Management Division. In order to make the proposed system more beneficial in the future, it is recommended that it should be further developed another application and integrated with this proposed system. The integrated personnel information system can reduce redundancy and inconsistency information for the decision making. The integrated database should be make the information safety. It is less person to operate, the less acknowledge information.

Because of the personnel information is security, so training course should provide for only authorized officer who operate to retrieve and update the personnel information. And, the authorized officer should change the password at least two month a time.

Even though the computerize system is selected to substitute the existing system (manual), it has some part of work procedure is manual, so the manual system should revise to improve some procedure to fit the real situation.



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APPENDIX A

DATA DICTIONARY



File Name : APP_INFO

Record Size : 37

File Description : The applied information of application.
Key position : APP_ID

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
APP_ID	N	3	0	Application ID
DATE	N	8	0	Date of apply
JOB_IN	C	20	-	Job interesting
EXP_SALA	N	6	0	Expect Salary

File Name : APP_EXPER

Record Size : 140

File Description : The Information of application experience.
Key position : APP_ID

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
APP_ID	N	3	0	Application ID
EXP_SEQ	N	1	0	Sequence of experience
EXP_ADDR	C	30	-	Place of working
EXP_TEL	N	7	0	Telephone number
EXP_POSI	C	15	-	Position
EXP_RESP	C	30	-	Responsibility
EXP_SALA	N	8	2	Date of start
EXP_START	D	8	-	Date of ending
EXP_END	D	8	-	iReason of resgn
EXP_REAS	C	30	-	

File Name : APP_PERSON

Record Size : 237

File Description : The Information of application Key position : APP_ID
personality.

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
APP_ID	N	3	0	Application ID
THAI_NAME	C	30	-	Candidate's name in Thai
END_NAME	C	30	-	Candidate's name in English
BRTH_DATE	N	8	0	Birth Date
AGE	N	2	0	Candidate's Age
NO_RELATE	N	1	0	Number of relationship
RANK_CHILD	N	1	0	Rank child
OLD_ADDR	C	30	-	Old address
PRS_ADDR	C	30	-	Present address
TEL	N	7	0	Telephone number
NATION	C	10	-	Nationality
RACE	C	10	-	Race
RELIG	C	10	-	Religion
HEIGHT	N	5	2	Height
WEIGHT	N	4	2	Weight
ID_CARD	C	17	-	Number of id card
PLACE_ID	C	15	-	Place of id card issue
PROV_ID	C	15	-	Province of id card issue
EXPR_DATE	D	8	-	Expird date of id card

FILED NAME	TYPE	LENGTH	DEC	DESCRIPTION
STATUS	C	1	-	Status (1 = Single, 2 = Marriage with register, 3 = Marriage with register , 4 = Divorce, 5 = Window
HEALTY	M			Record of healty

File name : APP_PENT

Record Size :191

File description : The information of application
parent

Key Position : APP_ID

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
APP_ID	N	3	0	Application ID
FA_NAME	C	30	-	Candidate ' s Father Name
FW_ADDR	* C	30	-	Father ' s work address
FA_LIFE	L	1	-	T=life F=dead
MO_NAME	C	30	-	Candidate ' s Mother Name
MW_ADDR	C	30	-	Mother ' s work address
MO_LIFE	L	1	-	T=life F=dead
PM_NAME	C	30	-	Emergency case contact name
PM_ADDR	C	30	-	Emergency case contact address
TEL	C	7	-	Emergency case contact telephone no.

File Name : APP_EDUC

Record Size : 84

File Description : The Information of application

Key Position : APP_ID

FILED NAME	TYPE	LENGTH	DEC	DESCRIPTION
APP_ID	N	3	0	Aplication ID
DG_CODE	N	1	0	Degree Code
SCO_NAME	C	20	-	School name
MAJ_SUBJ	C	15	-	Major subject
Y_END	N	4	0	Finish year
NO_Y	N	2	0	How long was study
AVG_GRADE	N	5	2	Average piont
FORW_STU	C	1	-	Forward study N=not study Y=study
FORW_SCO	C	20	-	Forward school name
FORW_SUBJ	C	15	-	Forward subject course

File Name : EMP_HEAL

Record Size : 25

File Description : History of the healthy.

Key position : EMP_ID

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
EMP_ID	N	5	0	Employee ID
HEL_SEQ	N	2	0	Sequancing of illness
ILLNESS	C	10	-	Illness
EXPENSE	N	8	2	Expenditure of illness

File Name : EMP_INFO

Record Size : 42

File Description : The Information of employment. Key position : EMP_ID

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
EMP_ID	N	5	0	Employee ID
APP_ID	N	3	0	Transfer from application ID
EMP_DATE	D	8	-	Date of employed
PROB_DATE	D	8	-	End of probation date
EMP_LEV	N	2	0	Employee's level
EMP_POS	N	2	0	Employee's position
EMP_DEP	N	2	0	Department
EMP_DIV	N	2	0	Division
EMP_SECT	N	2	0	Section
EMP_SALA	N	8	2	Salary
EMP_RESG	L	1	-	Resignment flag

File Name : EMP_LEAV

Record Size : 19

File Description : The history of leaving.

Key position : EMP_ID

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
EMP_ID	N	5	0	Employee ID
DATE	D	8	-	Leaving date
TYPE_CODE	N	1	0	Type of leaving
NO_HOURS	N	5	2	Number of hours to leaving

File Name : EMP_PERSON

Record Size : 259

File Description : The Information of employee Key position : EMP_ID
personality.

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
EMP_ID	N	5	0	Employee ID
TH_FNAME	C	15	-	Employee first name in Thai
TH_LNAME	C	15	-	Employee last name in Thai
ENG_NAME	C	15	-	Employee first name in English
ENG_LNAME	C	15	-	Employee last name in English
BRTH_DATE	D	8	-	Employee birth date
NO_RELAT	N	1	0	Number of relative
RANK_CHILD	N	1	0	Rank child
OLD_ADDR	C	30	-	Old address
PRS_ADDR	C	30	-	Present address
TEL	N	7	0	Telephone number
NATION	C	10	-	Nationality
RACE	C	10	-	Race
RELIG	C	10	-	Religion
HEIGHT	N	5	2	Height
WEIGHT	N	4	2	Weight
ID_CARD	C	17	-	Number of id card
PLACE_ID	C	15	-	Place of id card issue
PROV_ID	C	15	-	Province of id card issue
EXPR_DATE	D	8	-	Expiry date of id card

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
STATUS	C	1	-	Employee status (1 = Single, 2 = Marriage with register, 3 = Marriage with register , 4 = Divorce, 5 = Window
DISEASE	C	10	-	Employee disease
DRUG	C	10	-	Effect a drug
BLOOD	C	2	-	Blood group

File Name : EMP_FAMILY

Record Size : 223

File Description : The Information of employee
family.

Key position : EMP_ID

FIELD NAME	TYPE	LENGTH	FIELD NAME	DESCRIPTION
EMP_ID	N	5	0	Employee ID
SP_FNAME	C	15	-	Spouse first name
SP_LNAME	C	15	-	Spouse last name
OLD_LNAME	C	15	-	Old last name
W_ADDR	C	30	-	Working address
NO_CHILD	N	1	0	Number of child
FA_NAME	C	30	-	Father's name
FA_OCCUPY	C	10	-	Father's occupation
FA_WORK	C	30	-	Father's work place
FA_LIVE	L	1	-	Father's live
M_NAME	C	30	-	Mother's name
M_OCCUPY	C	10	-	Mother's occupation
M_WORK	C	30	-	Mother's work place
M_LIVE	L	1	-	Mother's live

File Name : EMP_EXPER

Record Size : 62

File Description : The Information of employee
experience.

Key position : EMP_ID

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
EMP_ID	N	5	0	Employee ID
EXP_SEQ	N	2	0	Sequencing of experience
EXP_P	C	15	-	Working place
EXP_ADDR	C	30	-	Working address
EXP_POST	C	10	-	Position
EXP_SALA	N	8	2	Salary
EXP_START	D	8	-	Starting date
EXP_END	D	8	-	Ending date
EXP_RES	C	20	-	Reason of resignment

File Name : EMP_DIPL

Record Size : 54

File Description : Information of faulty and
merit

Key position : EMP_ID

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
EMP_ID	N	5	0	Employee ID
DATE	D	8	-	Date of activity
TYPE	N	1	0	Type of activity (1 = faulty 2 = merit)
ITEM	C	30	-	Item of activity
COM_NO	C	10	-	Command number
COMMENT	M		-	Penalty and comment

File Name : EMP_GUAR

Record Size : 121

File Description : The Information of employee guarantor.

Key position : EMP_ID

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
EMP_ID	N	5	0	Employee ID
GUA_SEQ	N	1	0	Sequancing of guarantor
GUA_FNAME	C	15	-	Guarantor's first name
GUA_LNAME	C	15	-	Guarantor's last name
GUA_BIRTH	D	8	-	Guarantor's birth date
GUA_ADDR	C	30	-	Guarantor's address
GUA_TEL	N	7	0	Guarantor's telephone number
GUA_OCCUP	C	10	-	Guarantor's occupation
GUA_WORK	C	30	-	Guarantor's work address

File Name : EMP_TRAI

Record Size : 38

File Description : Information of the Training course.

Key sition : EMP_ID

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
EMP_ID	N	5	0	Employee ID
DATE	D	8	-	Date of training course
COURSE	C	10	-	Title course
PROPOSE	C	15	-	Propose by
COMMENT	M		-	

File Name : EMP_HIST

Record Size : 41

File Description : Information of working history, Key position : EMP_ID
that is promotion, and moving
the department.

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
EMP_ID	N	5	0	Employee ID
DATE	D	8	-	Date of changing
POST_CODE	N	2	0	Position
DEP	N	5	0	Department
LEVEL	N	1	0	Level
SEQ	N	2	0	Sequance of level
SALA	N	8	2	Salary
COM_NO	C	10	-	Command number

File Name : EMP_LOAN

Record Size : 26

File Description : Information of employee loan. Key position : EMP_ID

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
EMP_ID	N	5	0	Employee ID
DATE	D	8	-	Date of loan
TYPE	N	1	0	Type of loan (1=
AMOUNT	N	10	2	Amount of loan
NO_PAY	N	2	0	Total year to pay
COMMENT	M			

File Name : MAN_STUC

Record Size : 13

File description : Manpower Stucture information Key Position : BR_CODE
+DIV_CODE
+SCE_CODE

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
BR_CODE	N	2	0	Branch or Department code
DIV_CODE	N	2	0	Divisiob code
SEC_CODE	N	2	0	Section code
POS_CODE	N	3	0	Position code
LEVEL	N	1	0	Level
NO_PERS	N	3	0	No. of person is in this position

File Name : SUM_HEAL

Record Size : 18

File Description : Sumary in a year of illness. Key position : EMP_ID

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
EMP_ID	N	5	0	Employee ID
YEAR	N	4	0	Year
SUM_ILL	N	3	0	Total illness in a year
SUM_EXPN	N	6	2	Sumary of expanse in a year

File Name : SUM_LEAV

Record Size : 13

File Description : Sumary in a year of leaving. Key position : EMP_ID

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
EMP_ID	N	5	0	Employee ID
YEAR	N	4	0	Year
TYPE	N	1	0	Type of leaving
SUM_LEAV	N	3	0	Total leaving in a year

File Name : TAB_DEP

Record Size : 26

File Description : Table of department code.

Key position : D_CODE

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
D_CODE	N	6	0	Department code
D_NAME	C	20	-	Department name

File Name : TAB_PSIT

Record Size : 23

File Description : Table of position code.

Key position : P_CODE

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
P_CODE	N	3	0	Position code
P_NAME	C	20	-	Position name

File Name : TAB_DGEE

Record Size : 21

File Description : Table of degree code.

Key position : G_CODE

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
G_CODE	N	1	0	Degree code
G_NAME	C	20	-	Degree name

File Name : TAB_LEAV

Record Size : 21

File Description : Table of leaving type.

Key position : T_CODE

FIELD NAME	TYPE	LENGTH	DEC	DESCRIPTION
T_CODE	N	1	0	Leaving type
T_NAME	C	20	-	Description of leaving type

APPENDIX B



SCREEN LAYOUT

HRMS0000	PERSONNEL INFORMATION SYSTEM MAIN MENU	11/22/94 15:02:18
<hr/> <div> 1. SELECTING APPLICATION INFORMATION 2. RECRUITING EMPLOYEE INFORMATION 3. RETRIEVING AND UPDATING EMPLOYEE INFORMATION 4. MANAGING MANPOWER INFORMATION 5. PASSWORD MAINTANANCE 6. EXIT </div>		

HRMS0000	PERSONNEL INFORMATION SYSTEM MAIN MENU	11/22/94 15:02:18
<hr/> <div> User ID: Password: </div>		

HRMS1000	PERSONNEL INFORMATION SYSTEM SELECTING APPLICATION INFORMATION	11/22/94 15:12:18
<hr/> 1. RECORD AND UPDATE APPLICATION FORM 2. CLASSIFYING APPLICATION FORM 3. PRINTING MAIL 4. PRINTING PASSED CANDIDATE REPORT 5. EXIT		

HRMS1100	PERSONNEL INFORMATION SYSTEM RECORD AND UPDATE APPLICATION FORM	11/22/94 15:15:18
<hr/> 1. ADD APPLICATION RECORD 2. UPDATE APPLICATION RECORD 3. DELETE APPLICATION RECORD 4. REVIEW APPLICATION RECORD 5. EXIT		

HRMS1110	PERSONNEL INFORMATION SYSTEM ADD APPLICATION RECORD	11/22/94 15:16:18
Application Id 999		

HRMS1110	PERSONNEL INFORMATION SYSTEM ADD APPLICATION RECORD	11/22/94 15:16:18
Application Id 999	Applied Date 99 /99/99	Position Applied xxxxxxxxxxxxxx
Expected Salary		
99999.99		

HRMS1110	PERSONNEL INFORMATION SYSTEM ADD APPLICATION RECORD	11/22/94 15:17:18
<p>Father Name xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx Occupation xxxxxxxxxxxxxxxxxxxxxxxx</p> <p>Address xx Life F</p> <p>Mother Name xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx Occupation xxxxxxxxxxxxxxxxxxxxxxxx</p> <p>Address xx Life F</p> <p>Emergency Name xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx Occupation xxxxxxxxxxxxxxxxxxxxxxxx</p> <p>Address xx Telephone 999-999 xxxx</p>		

HRMS1110	PERSONNEL INFORMATION SYSTEM ADD APPLICATION RECORD	11/22/94 15:17:18
<p>Sequence No. 99 Office Name xx</p> <p>Address xx Tel. 999-9999 xxxxxxxx</p> <p>Position xx</p> <p>Responsibility _____</p> <p>xxx Ctrl+Tab</p> <p>xxx TO Exit</p> <p>Salary 999999 Start 99/99/99 End 99/99/99</p> <p>Reason of resign _____</p> <p>xxx Ctrl+Tab</p> <p>xxx TO Exit</p> <p>Add the other sequence ? (y/n) y</p>		

HRMS1120	PERSONNEL INFORMATION SYSTEM UPDATE APPLICATION RECORD	11/22/94 15:17:18
<div>1. GENERAL INFORMATION RECORD</div> <div>2. PERSONALITY RECORD</div> <div>3. PARENT RECORD</div> <div>4. EDUCATION RECORD</div> <div>5. EXPERIENCE RECORD</div> <div>6. EXIT</div>		

HRMS1120	PERSONNEL INFORMATION SYSTEM UPDATE APPLICATION RECORD	11/22/94 15:17:18
<div>Application No. 999</div>		

HRMS1121	PERSONNEL INFORMATION SYSTEM GENERAL INFORMATION RECORD	11/22/94 15:17:18
Application Id 999 Applied Date 99/99/99 Position Applied xxxxxxxxxxxxxxxxx Expected Salary 999999.99		
< Next > < Prev > < Exit >		

HRMS1120	PERSONNEL INFORMATION SYSTEM UPDATE APPLICATION RECORD	11/22/94 15:17:18
Application No. 999		

HRMS1124	PERSONNEL INFORMATION SYSTEM EDUCATION RECORD	11/22/94 15:17:18
Application Id 999 Degree code 9 Degree xx		
School Name (University) xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx Faculty xxxxxxxxxxxxxxxxxxxxxxx		
Major xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx Start Year 9999 End Year 9999		
Average Point 99.99		
< Next > < Prev > < Exit >		

HRMS1125	PERSONNEL INFORMATION SYSTEM EXPERIENCE RECORD	11/22/94 15:17:18
Application No. 999 Sequence No. 99 Office Name xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx		
Address xx Tel. 999-999 xxx		
Position xx		
Responsibility _____		
xx		Ctrl+Tab
xx		TO Exit
Salary 999999 Start 99/99/99 End 99/99/99		
Reason of resign _____		
xx		Ctrl+Tab
xx		TO Exit
< Next > < Prev > < Exit >		

HRMS1200	PERSONNEL INFORMATION SYSTEM CLASSIFYING APPLICATION FORM	11/22/94 15:17:18
1. ENQUIRY APPLICATION FORM 2. PRINTING QAULIFIED APPLICATION 3. DELETE EXPIRED APPLICATION 4. EXIT		

HRMS1210	PERSONNEL INFORMATION SYSTEM ENQUIRY APPLICATION FORM	11/22/94 15:17:18
1. QUERY BY APPLIED POSITION 2. QUERY BY CANDIDATE NAME 3. QUERY BY SPECIFIED POSITION 4. EXIT		

HRMS1213	PERSONNEL INFORMATION SYSTEM QUERY BY SPECIFIED POSITION	11/22/94 15:17:18
----------	---	----------------------

What Position, Do you want to list ? xxxxxxxxxxxxxxxxxxxx

HRMS1213	PERSONNEL INFORMATION SYSTEM QUERY BY SPECIFIED POSITION	22/11/94 17:01:01
----------	---	----------------------

POSITION xxxxxxxxxxxxxxxxxxxx

ID : 999 NAME : xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
EXPECT SALARY : 999999 EDUCATION : xxxxxxxxxx AVERAGE POINT : 9.99

ID : 999 NAME : xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
EXPECT SALARY : 999999 EDUCATION : xxxxxxxxxx AVERAGE POINT : 9.99

ID : 999 NAME : xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
EXPECT SALARY : 999999 EDUCATION : xxxxxxxxxx AVERAGE POINT : 9.99

TOTAL CANDIDATE : 1

< Done > < More > Column: 0

HRMS1220	PERSONNEL INFORMATION SYSTEM REPORT APPLICATION FORM	11/22/94 15:17:18
<ol style="list-style-type: none"> 1. REPORT BY APPLIED POSITION 2. REPORT BY CANDIDATE NAME 3. REPORT BY SPECIFIED POSITION 4. EXIT 		

HRMS1300	PERSONNEL INFORMATION SYSTEM PRINTING MAIL	11/22/94 15:17:18
<ol style="list-style-type: none"> 1. MAIL FOR EXAMINATION 2. MAIL FOR INTERVIEW 3. EXIT 		

HRMS1310	PERSONNEL INFORMATION SYSTEM MAIL FOR EXAMINATION	22/11/94 17:01:01
<p>Application ID 999</p> <p>Appointment Date 99/99/99</p>		

HRMS1320	PERSONNEL INFORMATION SYSTEM MAIL FOR INTERVIEW	22/11/94 17:01:01
<p>Application ID 999</p> <p>Appointment Date 99/99/99</p>		

HRMS1400	PERSONNEL INFORMATION SYSTEM PRINTING PASSED CANDIDATE REPORT	22/11/94 17:01:01
<p>1. FLAGE A PASSED APPLICATION</p> <p>2. PRINT REPORT</p> <p>3. EXIT</p>		

HRMS1410	PERSONNEL INFORMATION SYSTEM FLAG A PASSED APPLICATION	22/11/94 17:01:01
<p>Application Id 999 Applied Date 99/99/99 Position Applied XXXXXXXXXXXXXXXXXXXX</p> <p>Expected Salary Flag 9999999 T</p> <p>< Next > < Prev > < Exit ></p>		

HRMS2000	PERSONNEL INFORMATION SYSTEM RECRUITING EMPLOYEE INFORMATION	11/22/94 15:17:18
<ol style="list-style-type: none"> 1. PROCESSING RECRUITMENT 2. PROBATION ACTIVITY 3. PRODUCING REPORT 4. UPDATING EMPLOYEE INFORMATION 5. EXIT 		

HRMS2100	PERSONNEL INFORMATION SYSTEM PROCESSING RECRUITMENT	11/22/94 15:17:18
<ol style="list-style-type: none"> 1. FLAG FOR RECRUITMENT 2. MAIL FOR RECRUITMENT 3. EXIT 		

HRMS2110	PERSONNEL INFORMATION SYSTEM FLAG FOR RECRUITMENT	22/11/94 17:01:01
Application Id 999 Applied Date 99/99/99 Position Applied XXXXXXXXXXXXXXXXXXXX		
Expected Salary Flag 999999 T		
< Next > < Prev > < Exit >		

HRMS2200	PERSONNEL INFORMATION SYSTEM PROBATION ACTIVITY	11/22/94 15:17:18
1. CREATE PROBATION RECORD 2. APPRAISAL PROBATION 3. PRINT LIST OF ENDED PROBATION 4. EXIT		

HRMS2210	PERSONNEL INFORMATION SYSTEM CREATE PROBATION RECORD	11/22/94 15:17:18
1. ADD PROBATION RECORD 2. UPDATE PROBATION RECORD 3. DELETE PROBATION RECORD 4. REVIEW PROBATION RECORD 5. EXIT		

HRMS2211	PERSONNEL INFORMATION SYSTEM ADD PROBATION RECORD	11/22/94 15:17:18
Application Id 999 Employee Id 99999 Probation Start 99/99/99 Probation End 99/99/99 <u>Probation place</u> Level 99 Position 999 Department 9 Division 99 Section 999 Salary 9999999.99		

HRMS2212	PERSONNEL INFORMATION SYSTEM UPDATE PROBATION RECORD	11/22/94 15:17:18
Employee Id 99999 Application Id 999		
Probation Start 99/99/99 Probation End 99/99/99		
<u>Probation place</u>		
Level 99 Position 999		
Department 9 Division 99 Section 999		
Salary 999999.99 Result F		
< Next > < Prev > < Exit >		

HRMS2213	PERSONNEL INFORMATION SYSTEM DELETE PROBATION RECORD	11/22/94 15:17:18
Employee Id 99999 Application Id 999		
Probation Start 99/99/99 Probation End 99/99/99		
<u>Probation place</u>		
Level 99 Position 999		
Department 9 Division 99 Section 999		
Salary 999999.99 Result F		
Please CONFIRM (y/n) ? N		

HRMS2300	PERSONNEL INFORMATION SYSTEM PRODUCING REPORT	11/22/94 15:17:18
<ol style="list-style-type: none"> 1. DOCUMENT FOR BRANCH & DEPARTMENT 2. REPORT FOR PAYROLL & WELFARE 3. REPORT FOR DISCIPLINE 4. REPORT FOR PERSONNEL DEVELOPMENT 5. REPORT ACCEPTANCE PROBATION 6. EXIT 		

HRMS2400	PERSONNEL INFORMATION SYSTEM UPDATE EMPLOYEE INFORMATION	11/22/94 15:17:18
<ol style="list-style-type: none"> 1. TRANSFER INFORMATION FROM APPLICATION 2. ADDITION OF EMPLOYEE INFORMATION 3. EXIT 		

HRMS2410	PERSONNEL INFORMATION SYSTEM TRANSFER INFORMATION FROM APPLICATION	11/22/94 15:17:18
<div style="border: 1px solid black; width: 200px; height: 100px; margin: 100px auto; text-align: center; line-height: 100px;">WORKING</div>		

HRMS2420	PERSONNEL INFORMATION SYSTEM ADDITION OF EMPLOYEE INFORMATION	11/22/94 15:17:18
<ol style="list-style-type: none"> 1. ADD FAMILY INFORMATION 2. ADD GUARANTEE INFORMATION 3. ADD PERSONNEL INFORMATION 4. ADD HISTORY INFORMATION 5. EXIT 		

HRMS3000	PERSONNEL INFORMATION SYSTEM RETRIEVING AND UPDATING EMPLOYEE INFORMATION	11/22/94 15:17:18
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1. ADDITION EMPLOYEE INFORMATION
2. ENQUIRY EMPLOYEE INFORMATION
3. UPDATE EMPLOYEE INFORMATION
4. PRINT REPORT
5. EXIT

HRMS3100	PERSONNEL INFORMATION SYSTEM ADDITION EMPLOYEE INFORMATION	11/22/94 15:17:18
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1. EMPLOYEE LOAN INFORMATION
2. EMPLOYEE BEHAVIOR INFORMATION
3. EMPLOYEE LEAVE INFORMATION
4. EXIT

HRMS3110	PERSONNEL INFORMATION SYSTEM EMPLOYEE LOAN INFORMATION	11/22/94 15:17:18
<p>1. ADD EMPLOYEE LOAN INFORMATION</p> <p>2. UPDATE EMPLOYEE LOAN INFORMATION</p> <p>3. DELETE EMPLOYEE LOAN INFORMATION</p> <p>4. EXIT</p>		

HRMS3111	PERSONNEL INFORMATION SYSTEM ADD EMPLOYEE LOAN INFORMATION	11/22/94 15:17:18
<p>Employee Id. 99999 Loan Date 99/99/94 Loan type 9</p> <p>Loan Amount 9999999</p> <p>Pay per Month 999999</p> <p>Add another record ? Y</p>		

HRMS3112	PERSONNEL INFORMATION SYSTEM UPDATE EMPLOYEE LOAN INFORMATION	11/22/94 15:17:18
<p>Employee Id. 99999 Loan Date 99/99/94 Loan type 9</p> <p>Loan Amount 9999999</p> <p>Pay per Month 999999</p> <p>< Next > < Prev > < Exit ></p>		

HRMS3113	PERSONNEL INFORMATION SYSTEM DELETE EMPLOYEE LOAN INFORMATION	11/22/94 15:17:18
<p>Employee Id. 99999 Loan Date 99/99/94 Loan type 9</p> <p>Loan Amount 9999999</p> <p>Pay per Month 999999</p> <p>CONFIRM (y/n) ? y</p>		

HRMS3120	PERSONNEL INFORMATION SYSTEM EMPLOYEE BEHAVIOR INFORMATION	11/22/94 15:17:18
<p>1. ADD EMPLOYEE BEHAVIOR INFORMATION</p> <p>2. UPDATE EMPLOYEE BEHAVIOR INFORMATION</p> <p>3. DELETE EMPLOYEE BEHAVIOR INFORMATION</p> <p>4. EXIT</p>		

HRMS3121	PERSONNEL INFORMATION SYSTEM ADD EMPLOYEE BEHAVIOR INFORMATION	11/22/94 15:17:18
<p>Employee Id. 99999 Activity Date 99/99/94 Activity type 9</p> <p>Activity Item xxxxxxxxxxxxxxxx</p> <p>Command No. 999-xxxxxxx</p> <p>Comment <input type="text"/></p> <p>Ctrl + Tab To Exit</p> <p>Add another record ? Y</p>		

HRMS3122	PERSONNEL INFORMATION SYSTEM UPDATE EMPLOYEE BEHAVIOR INFORMATION	11/22/94 15:17:18
Employee Id. 99999 Activity Date 99/99/94 Activity type 9		
Activity Item xxxxxxxxxxxxxxxxx		
Command No. 9999-xxxxxxx		
Comment	<div></div>	Ctrl + Tab To Exit
< Next > < Prev > < Exit >		

HRMS3123	PERSONNEL INFORMATION SYSTEM DELETE EMPLOYEE BEHAVIOR INFORMATION	11/22/94 15:17:18
Employee Id. 99999 Activity Date 99/99/94 Activity type 9		
Activity Item xxxxxxxxxxxxxxxxx		
Command No. 9999-xxxxxxx		
Comment	<div></div>	Ctrl + Tab To Exit
CONFIRM (y/n) ? y		

11/22/94
15:17:18

< Next > < Prev > < Exit >

11/22/94
15:17:18

CONFIRM (y/n) ? y

HRMS3200	PERSONNEL INFORMATION SYSTEM ENQUIRY EMPLOYEE INFORMATION	11/22/94 15:17:18
1. EMPLOYEMENT INFORMATION 2. PERSONNEL INFOMATION 3. FAMILY INFORMATION 4. PARENT INFORMATION 5. EDUCATION INFORMATION 6. GUARNATEE INFORMATION 7. HISTORY MOVEMENT INFORMATION 8. LOAN INFORMATION 9. BEHAVIOR INFORMATION 10. EXIT		

HRMS3300	PERSONNEL INFORMATION SYSTEM UPDATE EMPLOYEE INFORMATION	11/22/94 15:17:18
1. EMPLOYEMENT INFORMATION 2. PERSONNEL INFOMATION 3. FAMILY INFORMATION 4. PARENT INFORMATION 5. EDUCATION INFORMATION 6. GUARNATEE INFORMATION 7. HISTORY MOVEMENT INFORMATION 8. EXIT		

HRMS3370	PERSONNAL INFORMATION SYSTEM HISTORY MOVING INFORMATION	12/09/94 22:35:16
<p>Employee Id 99999 Move Date 99/99/99 Move to Position 999</p> <p>Department 9 Level 99 Rank Level 99</p> <p>Salary 999999 Command Id 9999-xxxxxxxx</p> <p>< Next > < Previous > < Append > < Exit ></p>		

HRMS3400	PERSONNEL INFORMATION SYSTEM PRINT REPORT	11/22/94 15:17:18
<ol style="list-style-type: none"> 1. APPROVING SALARY DOCUMENT 2. APPROVING WORK DOCUMENT 3. EMPLOYEE NAME BY DEPARTMENT 4. TIME STAMP AT END OF MONTH 5. NUMBER OF EMPLOYEE BY POSITION 6. EXIT 		

HRMS4000	PERSONNEL INFORMATION SYSTEM MANAGING MANPOWER	11/22/94 15:17:18
1. CREATE MANPOWER RECORD 2. MANPOWER INFORMATION 3. PROMOTION INFORMATION 4. EXIT		

HRMS4100	PERSONNEL INFORMATION SYSTEM CREATE MANPOWER RECORD	11/22/94 15:17:18
1. ADD MANPOWER RECORD 2. UPDATE MANPOWER RECORD 3. DELETE MANPOWER RECORD 4. EXIT		

HRMS4110	PERSONNEL INFORMATION SYSTEM ADD MANPOWER RECORD	11/22/94 15:17:18
<div> <div>BRANCH</div> <div>DEPARTMENT CODE : 9</div> </div> <div> <div>BRANCH</div> <div>DEPARTMENT NAME : xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</div> </div>		
<div> <div>DIVISION CODE : 99</div> <div>DIVISION NAME : xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</div> </div>		
<div> <div>SECTION CODE : 999</div> <div>SECTION NAME : xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</div> </div>		
<div> <div>POSITION CODE : 999</div> <div>POSITION NAME : xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</div> </div>		
<div> <div>LEVEL 99</div> <div>NO. OF PERSON 999</div> </div>		
<div>ADD ANOTHER RECORD ? y</div>		

HRMS4120	PERSONNEL INFORMATION SYSTEM UPDATE MANPOWER RECORD	11/22/94 15:17:18
<div> <div>BRANCH</div> <div>DEPARTMENT CODE : 9</div> </div> <div> <div>BRANCH</div> <div>DEPARTMENT NAME : xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</div> </div>		
<div> <div>DIVISION CODE : 99</div> <div>DIVISION NAME : xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</div> </div>		
<div> <div>SECTION CODE : 999</div> <div>SECTION NAME : xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</div> </div>		
<div> <div>POSITION CODE : 999</div> <div>POSITION NAME : xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</div> </div>		
<div> <div>LEVEL 99</div> <div>NO. OF PERSON 999</div> </div>		
<div>< Next > < Previous > < Exit ></div>		

HRMS4130	PERSONNEL INFORMATION SYSTEM DELETE MANPOWER RECORD	11/22/94 15:17:18
<div> <div>BRANCH</div> <div>DEPARTMENT CODE : 9</div> </div> <div> <div>BRANCH</div> <div>DEPARTMENT NAME : xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</div> </div> <div> <div>DIVISION CODE : 99</div> <div>DIVISION NAME : xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</div> </div> <div> <div>SECTION CODE : 999</div> <div>SECTION NAME : xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</div> </div> <div> <div>POSITION CODE : 999</div> <div>POSITION NAME : xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</div> </div> <div> <div>LEVEL 99</div> <div>NO. OF PERSON 999</div> </div> <div>CONFIRM (Y/N) ? y</div>		

HRMS4200	PERSONNEL INFORMATION SYSTEM MANPOWER INFORMATION	11/22/94 15:17:18
<div> <div>1. ENQUIRY MANPOWER INFORMATION</div> <div>2. PRINT REPORT</div> <div>3. EXIT</div> </div>		

1. ENQUIRY PROMATION INFORMATION
2. PRINT REPORT
3. EXIT

User ID	Name	Select	Recruite	Retrieve Update	Manpower	Password
---------	------	--------	----------	-----------------	----------	----------

User ID :
 Name :
 Select :
 Recruite :
 Retrive Update :
 Manpower :
 Password :

< Add > < Delete > < Save > < Exit >

Press ENTER to select a line, or -> to move to the CONTROLS Line

ABAC
GRADUATE SCHOOL LIBRARY

HRMS5000		PERSONNEL INFORMATION SYSTEM PASSWORD MAINTENANCE				22/11/94 17:01:01
User ID	Name	Select	Recruite	Retrieve Update	Manpower	Password
nuan joe sun	Nuanchan Joely Sunny	Y	Y	Y Y	Y	Nukflsf kyLyOf ru siamJgfjd
Press ENTER to select a line, or -> to move to the CONTROLS Line						



APPENDIX C



REPORT LAYOUT

The example Bank

99 Surak Bangrak Silom Bangkok 10500

[illegible][illegible]

99 xxxxxxxxxxxx 1999

Dear Sir,

With refer to your application of
 xxxxxxxxxxxxxxxxxxxx Position on 99 xxxxxxxxxxxxxxxxxxxx 1999

I would like to ask you for interview on 99 xxxxxxxxx 99.

Please Contact us for the additional document at THE PERSONNEL DEPARTMENT, 9Th FLOOR, HEAD OFFICE, Tel. 267-1900 ext. 1113 - 1117, Time. 8.30 am - 4.30 pm.

Sincerely Yours.

The example Bank

99 Surak Bangrak Silom Bangkok 10500

```
nameXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXX
addressXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
```

99 xxxxxxxxxxxx 1999

Dear Sir,

With refer to your application of
 xxxxxxxxxxxxxxxxxxxx Position on 99 xxxxxxxxxxxxxxxxxxxx 1999.
 I would like to ask you for examination on 99 xxxxxxxxxxxx 99.

Please Contact us for the additional document at THE PERSONNEL DEPARTMENT, 9Th FLOOR, HEAD OFFICE, Tel. 267-1900 ext. 1113 - 1117, Time. 8.30 am - 4.30 pm.

Sincerely Yours.

99 Surak Bangrak Silom Bangkok 10500

99 xxxxxxxxxxxx 1999

I am very glad to inform you that your
are recruited by my company at xxxxxxxxxxxxxxxx position and
with salary 999,999 baht. You can start your work on
99 xxxxxxxxxxxxxx 1999.

Please Contact us for the additional document at THE PERSONNEL DEPARTMENT, 9Th FLOOR, HEAD OFFICE , Tel. 267-1900 ext. 1113 - 1117, Time. 8.30 am - 4.30 pm.

Sincerely Yours.

Page 999

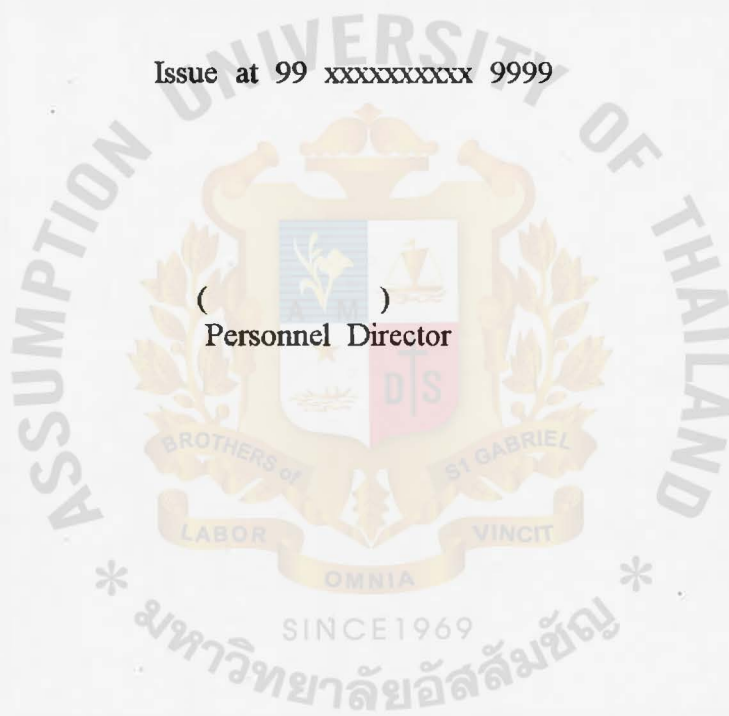
[illegible]

TOTAL APPLICATION 999

By this document was approved xxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxx who is the employee of the BANK with xxxxxxxxxxxxxxxx
position, xxxxxxxxxxxxxxxx section, xxxxxxxxxxxxxxxx division, xxxxxxxxxxxxxxxx
department, and was earn income 99999999 bath per year.

Issue at 99 xxxxxxxxxxxx 9999

()
Personnel Director



By this document was approved xxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxx who was the employee of the BANK, which had experience as
the following :-

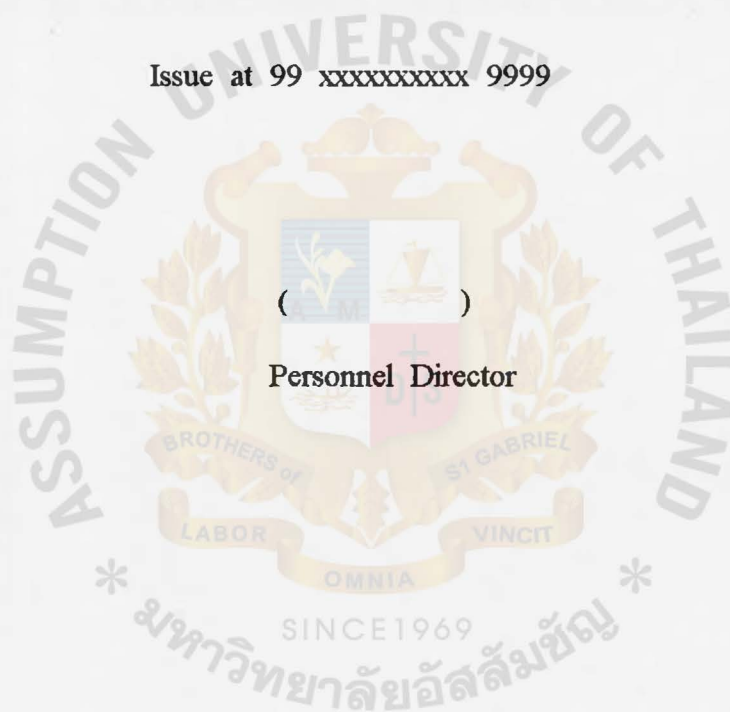
99 xxxxxxxxxxxx 9999 xxxxxxxxxxxxxxxxxxxxxxxxx

1 July 1994 System Analyst postion.

Issue at 99 xxxxxxxxxxxx 9999

()

Personnel Director



HRMS3430		PERSONNEL INFORMATION SYSTEM		11/22/94
		EMPLOYEE NAME BY DEPARTMENT		15:17:18
DEPARTMENT xxxxxxxxxxxxxxxxxxxx				
ID	NAME		DIVITION	SECTION
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
			TOTAL	999
DEPARTMENT xxxxxxxxxxxxxxxxxxxx				
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
			TOTAL	999
DEPARTMENT xxxxxxxxxxxxxxxxxxxx				
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
			TOTAL	999
DEPARTMENT xxxxxxxxxxxxxxxxxxxx				
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
99999	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxx
			TOTAL	999
				GRAND TOTAL 9999

[illegible][illegible]

99999	XXXXXXXXXX	XXXXXXXXXX	999	999	999	99.99
99999	XXXXXXXXXX	XXXXXXXXXX	999	999	999	99.99
99999	XXXXXXXXXX	XXXXXXXXXX	999	999	999	99.99
99999	XXXXXXXXXX	XXXXXXXXXX	999	999	999	99.99

DEPARTMENT XXXXXXXXXXXXXXXXXXXX

POSITION	NUMBER OF PERSON
XXXXXXXXXXXXXXXXXXXXX	99
XXXXXXXXXXXXXXXXXXXXX	99
XXXXXXXXXXXXXXXXXXXXX	99
XXXXXXXXXXXXXXXXXXXXX	99

TOTAL 999

DEPARTMENT XXXXXXXXXXXXXXXXXXXX

POSITION	NUMBER OF PERSON
XXXXXXXXXXXXXXXXXXXXX	99
XXXXXXXXXXXXXXXXXXXXX	99
XXXXXXXXXXXXXXXXXXXXX	99
XXXXXXXXXXXXXXXXXXXXX	99

TOTAL 999

DEPARTMENT XXXXXXXXXXXXXXXXXXXX

POSITION	NUMBER OF PERSON
XXXXXXXXXXXXXXXXXXXXX	99
XXXXXXXXXXXXXXXXXXXXX	99
XXXXXXXXXXXXXXXXXXXXX	99
XXXXXXXXXXXXXXXXXXXXX	99

TOTAL 999

DEPARTMENT XXXXXXXXXXXXXXXXXXXX

POSITION	NUMBER OF PERSON
XXXXXXXXXXXXXXXXXXXXX	99
XXXXXXXXXXXXXXXXXXXXX	99
XXXXXXXXXXXXXXXXXXXXX	99
XXXXXXXXXXXXXXXXXXXXX	99

TOTAL 999

BRANCH NAME xxxxxxxxxxxxxxxxx

SEQ	NAME	AGE	POSITION	LEVEL	WORK AGE	THIS POS AGE
99	xxxxxxxxxx xxxxxxxxxxxxx	99	xxxxxxxxxxxxxx	99	99	99
99	xxxxxxxxxx xxxxxxxxxxxxx	99	xxxxxxxxxxxxxx	99	99	99
99	xxxxxxxxxx xxxxxxxxxxxxx	99	xxxxxxxxxxxxxx	99	99	99
99	xxxxxxxxxx xxxxxxxxxxxxx	99	xxxxxxxxxxxxxx	99	99	99
99	xxxxxxxxxx xxxxxxxxxxxxx	99	xxxxxxxxxxxxxx	99	99	99
99	xxxxxxxxxx xxxxxxxxxxxxx	99	xxxxxxxxxxxxxx	99	99	99
99	xxxxxxxxxx xxxxxxxxxxxxx	99	xxxxxxxxxxxxxx	99	99	99
99	xxxxxxxxxx xxxxxxxxxxxxx	99	xxxxxxxxxxxxxx	99	99	99

STRUCTURE OF BRANCH OR DEPARTMENT

MANAGEMENT

99 PERSON

OPERATOR

99 PERSON

SERVICES

99 PERSON

TOTAL

99 PERSON

REMARK : _____

APPROVED BY _____

BRANCH OR DEPARTMENT NAME xxxxxxxxxxxxxxxxxxxx

LEVEL	MALE	FEMALE	% MALE	% FEMALE	AVERAGE SALARY
-------	------	--------	--------	----------	-------------------

01	99	99	99	99	999,999.99
----	----	----	----	----	------------

02	99	99	99	99	999,999.99
----	----	----	----	----	------------

03	99	99	99	99	999,999.99
----	----	----	----	----	------------

04	99	99	99	99	999,999.99
----	----	----	----	----	------------

05	99	99	99	99	999,999.99
----	----	----	----	----	------------

06	99	99	99	99	999,999.99
----	----	----	----	----	------------

07	99	99	99	99	999,999.99
----	----	----	----	----	------------

08	99	99	99	99	999,999.99
----	----	----	----	----	------------

09	99	99	99	99	999,999.99
----	----	----	----	----	------------

10	99	99	99	99	999,999.99
----	----	----	----	----	------------

11	99	99	99	99	999,999.99
----	----	----	----	----	------------

12	99	99	99	99	999,999.99
----	----	----	----	----	------------

TOTAL	9,999	9,999			999,999,999.99
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GRAND TOTAL SALARY 9,999,999,999.99

HRMS4340

PERSONNEL INFORMATION SYSTEM

22/11/94

STATISTICS OF TOUOVER FOR EACH POSITION

17:01:01

month year

POSITION CODE	RECRUITMENT			RESIGNMENT		
	MALE	FEMALE	TOTAL	MALE	FEMALE	TOTAL
999	99	99	999	99	99	999
999	99	99	999	99	99	999
999	99	99	999	99	99	999
999	99	99	999	99	99	999
999	99	99	999	99	99	999
999	99	99	999	99	99	999
999	99	99	999	99	99	999
999	99	99	999	99	99	999
999	99	99	999	99	99	999
999	99	99	999	99	99	999
999	99	99	999	99	99	999
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999	99	99	999	99	99	999

BRANCH OR DEPARTMENT NAME xxxxxxxxxxxxxxxxxxxx

<u>DEGREE</u>	<u>NUMBER OF PERSON</u>
Secondary School	999
High School	999
Vocational School	999
College	999
Bachelor	999
Master	999

The watermark is a large, semi-transparent circular seal of Assumption University of Thailand. It features a central shield with various symbols, including a cross and a star. The shield is flanked by two figures. Below the shield is a banner with the text 'LABOR OMNIA VINCIT'. The outer ring of the seal contains the text 'ASSUMPTION UNIVERSITY OF THAILAND' at the top and 'มหาวิทยาลัยอัสสัมชัญ' at the bottom, with 'SINCE 1969' in the center of the bottom arc. The seal is oriented diagonally across the page.

TOTAL	9,999
-------	-------

BRANCH OR DEPARTMENT NAME xxxxxxxxxxxxxxxxxxxx

AGE OF WORK (YEAR)NUMBER OF EMPLOYEE

UNDER 1

99

2 - 5

99

6 - 10

99

11 - 15

99

16 - 20

99

21 - 25

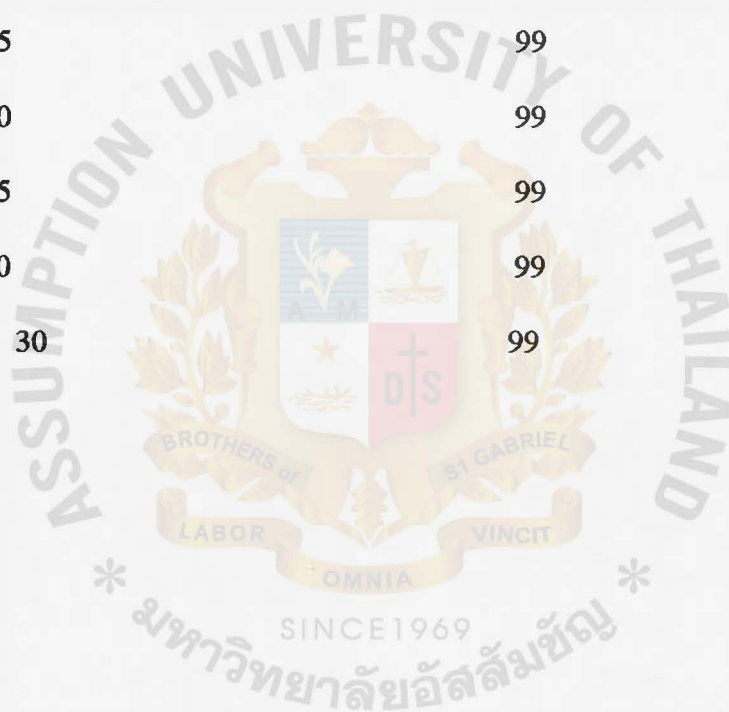
99

26 - 30

99

OVER 30

99



HRMS4370	PERSONNEL INFORMATION SYSTEM COUNT EMPLOYEE OF DEPARTMENT	22/11/94 17:01:01
DEPARTMENT NAME	NUMBER OF EMPLOYEE	
XXXXXXXXXXXXXXXXXXXXXXX	99	
XXXXXXXXXXXXXXXXXXXXXXX	99	
XXXXXXXXXXXXXXXXXXXXXXX	99	
XXXXXXXXXXXXXXXXXXXXXXX	99	
XXXXXXXXXXXXXXXXXXXXXXX	99	
XXXXXXXXXXXXXXXXXXXXXXX	99	
XXXXXXXXXXXXXXXXXXXXXXX	99	
XXXXXXXXXXXXXXXXXXXXXXX	99	
XXXXXXXXXXXXXXXXXXXXXXX	99	
XXXXXXXXXXXXXXXXXXXXXXX	99	
XXXXXXXXXXXXXXXXXXXXXXX	99	
XXXXXXXXXXXXXXXXXXXXXXX	99	
XXXXXXXXXXXXXXXXXXXXXXX	99	
XXXXXXXXXXXXXXXXXXXXXXX	99	
XXXXXXXXXXXXXXXXXXXXXXX	99	
XXXXXXXXXXXXXXXXXXXXXXX	99	
TOTAL	9,999	

HRMS2310

PERSONNEL INFORMATION SYSTEM
REPORT FOR BRANCH OR DEPARTMENT22/11/94
17:01:01

DEPARMENT OR BRANCH XXXXXXXXXXXXXXXXXXXX

EMPLOYEE ID	NAME	SEX	AGE	DEPARTMENT	DIVISION	SECTION
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	9	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	9	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	9	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	9	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	9	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	9	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	9	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
TOTAL				9,999		

HRMS2330

PERSONNEL INFORMATION SYSTEM
REPORT FOR DISCIPLIN SECTION

22/11/94

17:01:01

EMPLOYEE ID	NAME	POSITION	LEVEL	DIVISION	DEPARTMENT	PROBATION	
						START	END
99999	XXXXXXXXXX XXXXXXXX	XXXXXXXXXX	99	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	99/99/99	99/99/99
99999	XXXXXXXXXX XXXXXXXX	XXXXXXXXXX	99	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	99/99/99	99/99/99
99999	XXXXXXXXXX XXXXXXXX	XXXXXXXXXX	99	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	99/99/99	99/99/99
99999	XXXXXXXXXX XXXXXXXX	XXXXXXXXXX	99	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	99/99/99	99/99/99
99999	XXXXXXXXXX XXXXXXXX	XXXXXXXXXX	99	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	99/99/99	99/99/99
99999	XXXXXXXXXX XXXXXXXX	XXXXXXXXXX	99	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	99/99/99	99/99/99
99999	XXXXXXXXXX XXXXXXXX	XXXXXXXXXX	99	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	99/99/99	99/99/99
99999	XXXXXXXXXX XXXXXXXX	XXXXXXXXXX	99	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	99/99/99	99/99/99
99999	XXXXXXXXXX XXXXXXXX	XXXXXXXXXX	99	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	99/99/99	99/99/99
99999	XXXXXXXXXX XXXXXXXX	XXXXXXXXXX	99	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	99/99/99	99/99/99
99999	XXXXXXXXXX XXXXXXXX	XXXXXXXXXX	99	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	99/99/99	99/99/99
99999	XXXXXXXXXX XXXXXXXX	XXXXXXXXXX	99	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	99/99/99	99/99/99

PERSONNEL INFORMATION SYSTEM
REPORT FOR PERSONNEL DEVELOPMENT

EMPLOYEE ID	NAME	LEVEL	POSITION	DEPARTMENT	EDUCATION
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99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX

TOTAL 9,999

HRMS2340

PERSONNEL INFORMATION SYSTEM
REPORT FOR PERSONNEL DEVELOPMENT

22/11/94

17:01:01

EMPLOYEE ID	NAME	LEVEL	POSITION	DEPARTMENT	EDUCATION
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX
99999	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	99	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX

TOTAL 9,999