

e-OPF Role Matrix Spreadsheet

User Access	Role I	Role II	Role III
View	YPC>HR_OPF_VIEWER_COPA		
View + Update	YPC>HR_OPF_UPDATE_COPA		
View + View Conf	YPC>HR_OPF_VIEWER_COPA	YPC>HR_OPF_VIEWER_CONF_COPA	
View + View Restricted	YPC>HR_OPF_VIEWER_COPA	YPC>HR_OPF_VIEW_RESTRICT_COPA	
View + Update + View Conf	YPC>HR_OPF_UPDATE_COPA	YPC>HR_OPF_VIEWER_CONF_COPA	
View + Update + View Restricted	YPC>HR_OPF_UPDATE_COPA	YPC>HR_OPF_VIEW_RESTRICT_COPA	
View + View Conf +View Restricted	YPC>HR_OPF_VIEWER_COPA	YPC>HR_OPF_VIEWER_CONF_COPA	YPC>HR_OPF_VIEW_RESTRICT_COPA
View + Update + View Conf + View Restricted	YPC>HR_OPF_UPDATE_COPA	YPC>HR_OPF_VIEWER_CONF_COPA	YPC>HR_OPF_VIEW_RESTRICT_COPA
View + Update + View Conf + Update Conf	YPC>HR_OPF_UPDATE_COPA	YPC>HR_OPF_UPDATE_CONF_COPA	
View + Update + View Restricted + Update Restricted	YPC>HR_OPF_UPDATE_COPA	YPC>HR_OPF_UPDATE_RESTRCT_COPA	
View + Update + View Restricted + Update Restricted + View Conf	YPC>HR_OPF_UPDATE_COPA	YPC>HR_OPF_UPDATE_RESTRCT_COPA	YPC>HR_OPF_VIEWER_CONF_COPA
View + Update + View Conf + Update Conf + View Restricted	YPC>HR_OPF_UPDATE_COPA	YPC>HR_OPF_UPDATE_CONF_COPA	YPC>HR_OPF_VIEW_RESTRICT_COPA
View + Update + View Conf + Update Conf + View Restricted + Update Restricted	YPC>HR_OPF_UPDATE_COPA	YPC>HR_OPF_UPDATE_CONF_COPA	YPC>HR_OPF_UPDATE_RESTRCT_COPA

- * 'Update' grants access to view, delete, and certify e-OPF documents.
- * Confidential documents include EPRs and certain labor relations documents.
- * Restricted documents include reference checks, background checks, and approval to appoint letters.

Please submit an EPAR for role change related requests

YPC>HR_OPF_VIEWER_COPA
YPC>HR_OPF_UPDATE_COPA
YPC>HR_OPF_VIEWER_CONF_COPA
YPC>HR_OPF_UPDATE_CONF_COPA
YPC>HR_OPF_VIEW_RESTRICT_COPA
YPC>HR_OPF_UPDATE_RESTRCT_COPA