Functional Requirements Document (FRD)		
Project# 00319	**Project Title:** Veterans Preference and Status on EPP	**Date Prepared:** 02/25/2011

Scope:	Agencies would like to add an EPP screen to display Veterans Preference and Status data.
Assumptions:	Employees must have access to EPP to view this data.
Test:	

Functional Requirements
(Completed by the NFC Project Owner before being sent to the agency.)

Payroll Systems Branch (PASB) Requirements

"Not Applicable"

Personnel Systems Branch (PESB) Requirements

"Not Applicable"

Administrative Applications Systems Branch (AASB) Requirements

"Not Applicable"

Web Applications Systems Branch (WASB) Requirements

Display veterans preference, veterans preference RIF, and veterans status definitions and current veterans preference, veterans preference RIF, and veterans status info as read-only data, on a new EPP screen, with the following display message:

UPDATE INSTRUCTIONS

Your HR Office values your help in correctly identifying those who have served, or are continuing to serve in the military. Please review your Veterans Status, Veterans Preference, and Veterans Preference RIF codes as they appear in our system. Please refer to definitions below.

If the information is **accurate,** no action is needed.

If the information is **inaccurate,** please contact your Human Resources point-of-contact immediately to update this information. You will be required to provide a copy of your service discharge form (DD-214) or other separation documentation and, if applicable a DD-1300, death, birth and/or marriage certificates. (If you are a Veteran with a service connected disability, include a copy of your disability rating letter from the Veterans Administration (VA) and SF-15.)

Veterans Status Table

Code	Description
B Pre–Vietnam–era vet	A veteran whose service ended before the Vietnam era (i.e., before August 5, 1964).
N Not a Vietnam–era vet	Employee may or may not be a veteran, but is not a veteran of the Vietnam era (i.e., employee did not serve during the period August 5, 1964 through May 7, 1975).
P Post–Vietnam–era vet	A veteran whose service began after the Vietnam era (i.e., May 7, 1975).
V Vietnam–era vet	A veteran who served during the Vietnam era (i.e., from August 5, 1964 through May 7, 1975).
X Not a veteran	Employee is not a veteran.

Veterans Preference Table

Code	Definition
1 None	Employee has no veterans preference.
2 5–point	Employee has a 5–point veterans preference.
3 10–point disability	Employee has a 10–point veterans preference due to disability.
4 10–point/ compensable	Employee is entitled to a 10–point preference due to a compensable service–connected disability of less than 30%.
5 10–point other	Persons entitled to a 10–point preference in this category: (1) Both the Spouse and mother of veterans occupationally disabled because of a service–connected disability; and (2) the widow/widower and mother of a deceased wartime veteran.
6 10–point/30% compensable	Veteran is entitled to 10–point preference due to a compensable service–connected disability of 30% or more.
7 Dishonorable discharge	Veteran is not entitled to preference.

Veterans Preference RIF Table

Code	Description
1 30% or more Disable	Employee is a veteran with 30 % or more disability.
2 Veteran	Employee is a veteran.
3 Non-Veteran	Employee is a non-veteran.
4 Veteran (No Retention Rights)	Employee is a veteran with no retention rights.
5 Non Veteran (Retention Rights)	Employee is a non-veteran with retention rights.

Add a new menu selection tab in EPP for the new Veterans Preference, Veterans Preference

RIF, and Veterans Status data, titled "Veterans Status, Veterans Preference, and Veterans Preference RIF".

Make EPP database change to add Veterans Preference, Veterans Preference RIF, and Veterans Status fields.

Update the EPP Payroll/Personnel extract to capture current employee data from the P/P database for Veteran Status, Veterans Preference, and Veteran Preference RIF.

Create an EPP page for veteran's data to display the employee's Veterans Preference, Veterans Preference RIF, and Veterans Status captured from the P/P database.

Update Knowledge Base with help information.

Human Resources Applications Staff (HRAS) Requirements

"Not Applicable"

Signature of SRB Chief: /s/ Cherie Landry **Date:** 02/25/2011