Functional Requirements Document (FRD)		
Project# 00466	**Project Title:** Export of PAR OPM-Other-Legal-Auth Values	**Date Prepared:** V 1.0 – 6/3/10 V 2.0 – 6/22/10 V 3.0 – 3/23/11

Scope:	>>>>> Completed by SRB <<<<<

Assumptions:	>>>>> Completed by SRB <<<<<

Functional Requirements

To be completed by the responsible person (Project Owner or SRB representative) before being sent to the agency.

Payroll Systems Branch (PASB) Requirements

>>>>> Insert **PASB** Requirements Here or "Not Applicable" <<<<<

Personnel Systems Branch (PESB) Requirements

>>>>> Insert **PESB** Requirements Here or "Not Applicable" <<<<<

Administrative Applications Systems Branch (AASB) Requirements

>>>>> Insert **AASB** Requirements Here or "Not Applicable" <<<<<

Web Applications Systems Branch (WASB) Requirements

>>>>> Insert **WASB** Requirements Here or "Not Applicable" <<<<<

Human Resources Applications Staff (HRAS) Requirements

Export of PAR OPM-Other-Legal-Auth Values

The payroll/personnel system requires the Authority descriptions to be in a special format based on indicators in TMGT061. Currently the weekly process ZLDCNTRB receives a file allocated in EmpowHR as NFCSetUpTables.dat that includes about 3 thousand rows of data from table 061. Code was written to process these rows but was commented out in 2007. A new EmpowHR table must be created or the current NOA table must be modified to store values from TMGT table 061. Must also create a user interface page or modify the current NOA interface page to maintain values in this table.

Record Layout for Table 061 Data:

TABLE-CODE	Char(3)	1-3
ADDITIONAL-KEY	Char(18)	4-21
AGENCY-AUTHORITY-INDICATOR	Char(1)	22
CSC-OTHER-LEGAL-AUTH-2ND	Char(20)	23-42
CSC-OTHER-LEGAL-AUTH	Char(20)	43-62
NATURE-ACTION-ALPHA	Char(35)	63-97

NAT-ACT-1ST-3-POS	Char(3)	98–100
NUM-CSC-AUTHORIZATIONS	Char(1)	101
OPM-AUTHORITY-1ST	Char(3)	102–104
OPM-AUTHORITY-2ND	Char(3)	105–107
EFFECTIVE-DATE-BEGIN	Char(8)	108–115
EFFECTIVE-DATE-END	Char(8)	116–123

All EmpowHR export processes for PAR transactions and History Correction
transactions entered in EmpowHR must be modified to use a new or modified table
that includes an indicator to instruct the EmpowHR export logic to move Auth
descriptions as described in the following pseudo code:

Lookup value in new table using NOA/Auth1/Auth2 combination.

If the Table061-Num-Authority (**NUM-CSC-AUTHORIZATIONS**) is equal to 0 or 1 or 2
  Then no change to current processing logic
Else If the Table061-Num-Authority is equal to 3
  Then move Auth-2 description from EmpowHR to CSC-OTHER-LEGAL-AUTH field in
export   file
      move spaces to CSC-OTHER-LEGAL-AUTH-2ND field in export file
Else If the Table061-Num-Authority is equal to 4
  Then move Auth-1 description from EmpowHR to CSC-OTHER-LEGAL-AUTH field in
export file
      move spaces to CSC-OTHER-LEGAL-AUTH-2ND field in export file.

In the following example, these are steps required to process an 894 NOA action.
The user first enters the 894 NOA code, then enters the QWM in Authority (1) and
the description REG 531.207 is displayed.

Next the user enters ZLM in Authority (2) and Agcy Cite is displayed.

Next the user will enter a new description over the Agcy Cite description such as E.O. 900121.

Table061 for the 894/QWM/ZLM combination has an Auth-Indicator value of 3. Therefore, the export logic would export the following:
CSC-OTHER-LEGAL-AUTH would contain value "E.O. 900121"
CSC-OTHER-LEGAL-AUTH-2ND would contain value of spaces.

The following is the **EHD Processing Tips work around for PAR Processing of actions with Table061-Num-Authority value of 3**

2010 Annual Pay Raise – "894 QWM ZLM" example:

Our EmpowHR customers have been receiving SINQ errors regarding the cited authorities when attempting to process the annual pay raise, NOA 894 QWM/ZLM. Here are a few tips to ensure successful processing of this PAR action. **Please refer to the "Data Control" screen print above.**

1) **ENTER** data on Data Control Tab:
   a. Effective Date – 01/03/10
   b. Action Code – PAY
   c. Reason Code – ADJ
   d. NOA Code – 894
   e. Authority (1) – **QWM /*REPLACE* 'REG 531.207' with 'E.O.13525'**
      (NFC's PPS generates the legal auth "REG.531.207.)
   f. Authority (2) – **ZLM /** *BLANK OUT* **'Agcy Cite'**

2) **ENTER** other required information and **REVIEW** all data on the other Tabs, especially:
   a. Salary data on Compensation Tab
   b. 'Transmit Blanks' fields on Benefits Tab
   c. Remark Code "720" added to PAR *(NFC's PPS generates Remark Code "778'.)*

3) **SAVE** the data and **VERIFY** the "NFC Ready" Status

   4) REVIEW the PAR data on the "Tracking Data" link to verify the user entry.

Payroll/Personnel Systems Policy Staff (PPSPS) Requirements

>>>>> Insert <u>PPSPS</u> Requirements Here or "Not Applicable" <<<<<

Signature of Project Owner: Date:

Billy Dantagnan   **3/23/11**
Chief, Human Resources Applications Branch /s/