

		United States Department of Agriculture Office of the Chief Financial Officer National Finance Center Government Employees Services Division
<b>Functional Requirements Document (FRD)</b>		
<b>Project#</b> 634702	<b>Project Title:</b> New Nature of Action Code '354' Death in Line of Duty	<b>Date Prepared:</b> January 6, 2014

**Version 1.0** **As of: 21 Mar 2013**  
(Note: The Agency Requesting Official will change the Version number and 'As of' date only when submitting a revised FRD, e.g. Version 1.0.1)

<b>Scope:</b>	<p>The Office of Personnel Management (OPM) provided an update (Update 64) to the Guide to Personnel Processing (GPPA). The update provides a Nature of Action Code 0354 with a new Literal Death in Line of Duty and the guidance on documenting the use of the NOA. The NOA was effective on October 1, 2013.</p> <p>Update 64 adds a Nature of Action Code 354 with the literal Death in the Line of Service (NOAC) for GPPA Chapter 31 'Separations by Other than Retirement'.</p> <p>These changes will affect all of the NFC serviced agencies (community wide).</p>
<b>Assumptions:</b>	<p>NFC will copy the programs, system edits, and associated reports from the current NOAC 0350 'DEATH' to the new NOAC 0354 'Death in the Line of Duty'.</p> <p>Agencies with their own Front End systems will require modifications.</p> <p>History Corrections (HCUP): Agencies will be responsible for processing History Corrections after NFC implementation.</p> <p>The following Table Management Tables will need to be updated: 061,062 and 101.</p>
<b>Test:</b>	<p>Client agencies will be able to test changes in the testing window before implementation.</p>

<b>Functional Requirements</b>
<input checked="" type="checkbox"/> <b>Payroll Applications Systems Branch (PASB) Requirements</b>
The new NOAC code 0354 Death in Line of Duty will need to be inserted/ added to all programs, system edits, and associated reports that reference Separation 'Death'

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actions.

Mainframe SPPS Programs need to follow the current NOAC 0350 including all edits.  
NOAC 0354 will be submitted on the EHRI files.

### ☒ Personnel Applications Systems Branch (PESB) Requirements

The new NOAC code 0354 Death in Line of Duty will need to be inserted/added to all programs, system edits, and associated reports that reference Separation 'Death' actions.

NOAC 0354 will be submitted on the EHRI/EOPF files.

### ☐ Administrative Applications Systems Branch (AASB) Requirements

"Not Applicable"

### ☒ Payroll Web Systems Branch (PWSB) Requirements

Add NOAC 0354 'Death in the Line of Duty' to the EPIC and SPPS applications.

WEB entry screen will mimic the NOAC 0350 'Death' screen, along with any associated programming, editing and reporting.

Remark codes M67 and N27 shall auto-generate on the NOAC 0354 screens.

Reporting Center is to be updated for any Separation Reports (check NOAC 0350 and add NOAC 0354).

### ☐ Administrative Web Systems Branch (AWSB) Requirements

"Not Applicable"

### ☒ Human Resources Applications Branch (HRAB) Requirements

Modify the PAR Component in EmpowHR to allow for the use of the OPM designated Nature of Action Code 354 - "Death In the Line of Duty". The implementation of NOA 354 will require changes to Table 101 to include the addition of the new NOAC "354", the NOAC literal description "Death in the Line of Duty", and an effective date of "October 1, 2013". The remark codes, M67 and N27, are already available for use within EmpowHR.

As currently functions with NOA Code 350, the entry of NOA Code 354 within its respective field on the Data Control page of the HR Processing

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component will associate/auto populate the remark codes M67 and N27 and their related descriptions within the fields designated for such.

Note: Updates to EmpowHR's Table 101 and the remark code table occurs as an automated process within EmpowHR's BEAR Sync program. This program operates at the end of each Pay Period to update any changes/updates made in TMGT to the corresponding tables in the EmpowHR Production Environments only. To facilitate the required development and testing of this new NOA code and the related functionality, manual entry will be required to the respective tables in each EmpowHR environment on the production migration path.

<b>Signature of Systems Requirements Branch Chief:</b> Cherie Landry	<b>Date:</b> 2/5/2014
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<b>Signature of Web Requirements Branch Chief:</b> Dana B Esposito	<b>Date:</b> 2/5/2014
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