

	United States Department of Agriculture Office of the Chief Financial Officer National Finance Center Government Employees Services Division
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Functional Requirements Document (FRD)

Project# 685822	Project Title: New Veterans Preference Code 7 "No Points/Sole Survivorship Preference (SSP)", OPM's Update 64	Date Prepared: 12/06/2013
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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)

Scope:	<p>Office of Personnel's (OPM) Update 64 of The Guide to Processing Personnel Actions (GPPA) provides guidance on documenting the new Veterans' Preference code 7/Sole Survivorship Preference (SSP) which requires use of new Remark code E59, effective October 1, 2013.</p> <p>Update 64 adds a new Veterans' Preference code 7 and Remark Code E59 for GPPA chapter 7 "Documenting Veterans' Preference".</p> <p>Changes are effective for October 1, 2013.</p> <p>This will affect all the NFC serviced agencies (Community-Wide).</p>
Assumptions:	<p>NFC will add the Vet Preference Code 7 with new literal of 'NO Points/Sole Survivorship Preference (SSP).</p> <p>OPM provided the following policy guidance: If you are Veterans Preference Code 7, than Veterans Preference RIF must be 1,2, 4 or 5 (send YES on EHRI file) and Veterans Status Code can be B, N, P, V, or X (any current code). NFC will develop system edits to accommodate this guidance and these edits will utilize existing error message 741 'Vet Preference RIF invalid'.</p> <p>Agencies with their own front-end systems will require modifications.</p> <p>SRB will update NFC Tables 025 and 052.</p>
Test:	Client agencies will need to test the new Vet Pref Code 7.

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Functional Requirements

☐ Payroll Applications Systems Branch (PASB) Requirements

"Not Applicable"

☒ Personnel Applications Systems Branch (PESB) Requirements

NFC will remove the current programs and system edits from the current Vet Pref. Code 7 "Dishonorable Discharge" and modifications to any associated reports (FOCUS). The Value 7 must reflect the new literal.

Add the Veterans Preference Code 7 with new literal of "No Points/Sole Survivorship Preference (SSP)".

Modify programming to ensure any coding or edits between Veterans Preference and veterans' preference-Rif, veterans' status, and uniform service component work with the Veterans Preference Code 7.

Add program edits:

If Vet Pref Code = 7

Then Remark Code E59 is required. 'When 7 is reflected in block 23 above, employee is entitled to NO Points/Sole Survivorship Preference'

Note: Per OPM, the Remark Code E59 is required on the SF 50 when Veterans Preference Code 7 is cited. GPPA page 7-5.

Add new Vet Pref Code 7 to EHRI submissions. EHRI must submit a YES in the Veterans Preference RIF when Veterans Preference Code is 7.

OPMs Guide to Data Standards - Veterans Preference is MANDATORY for EHRI HR Status, HR Dynamics and SF 50.

Add Veterans Preference Code 7 to RIFR05 and to logic already present. These changes are effective October 1, 2013.

☒ Administrative Applications Systems Branch (AASB) Requirements

"Not Applicable"

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

In EPIC/HCUP, change current/invalid vet pref code 7 literal from "Dishonorable Discharge" to the new OPM Literal "No Points/Sole Survivorship Preference (SSP)". These changes need to be made on all Personnel Actions where the Vet Pref Code is either Required or Optional.

Code/Literal: 7 = No Points/Sole Survivorship Preference (SSP)

Allow Remark Code E59 to be used when the vet pref code 7 is used on a personnel document.

Implementation deferred (date to be provided at a later time)

If applicable, Reporting Center and Insight to be updated with new vet pref code 7 and literal at a later time.

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

"Not Applicable"

☐ **Human Resources Applications Branch (HRAB) Requirements**

Implementation deferred (date to be provided at a later time)

In EmpowHR, change current/invalid vet pref code 7 literal from "Dishonorable Discharge" to the new OPM Literal "No Points/Sole Survivorship Preference (SSP)". These changes need to be made on all Personnel Actions where the Vet Pref Code is either Required or Optional.

Code/Literal: 7 = No Points/Sole Survivorship Preference (SSP)

Remark Code E59 is required and needs to be auto-generated when the vet pref code 7 is used on a personnel document. If this cannot be programmed in EmpowHR and the Remark E59 is **not** on the personnel action, then PINE will suspend document.

Signature of Systems Requirements Branch Chief:

Date: 02/13/2014

/s/ Cherie Landry

Signature of Web Requirements Branch Chief:

Date: 02/13/2014

/s/ Dana Esposito