

		United States Department of Agriculture Office of the Chief Financial Officer National Finance Center Government Employees Services Division
Functional Requirements Document (FRD)		
Project# 707771	Project Title: Federal Employee Retirement System - Further Revised Annuity Employees (FERS-FRAE) new Retirement Plan Codes	Date Prepared: March 14, 2014

Scope:	Background: <p>On January 14, 2014, OPM issued guidance on the new Federal Employee Retirement System - Further Revised Annuity Employees (FERS-FRAE) Retirement Plan Codes to payroll providers. The new retirement plan codes and explanations were published in the Guide to Data Standards (GDS) on February 28, 2014, and will be published in the Guide to Human Resources Reporting (GHRR) in the next update. Benefits Administration Letter 14-102, dated January 30, 2014, provides interim guidance for employees covered under FERS-FRAE. The codes for FERS-FRAE will reflect 2 position codes using the current code values followed by an 'F' to designate FRAE.</p> <p>The "Bipartisan Budget Act of 2013, Section 401," makes a change to the Federal Employees Retirement System. Beginning in 2014, new employees, designated as FERS-FRAE (Federal Employee Retirement System - Further Revised Annuity Employees) will pay higher employee contributions, an increase of 1.3% of salary, above the percentage set for the FERS Revised Annuity Employee (RAE).</p> <p>Customer Impacts:</p> <p>The EPIC and EmpowHR systems will be updated to accommodate the new 2-position Retirement Plans.</p>
Assumptions:	<p>Determination for employee's FERS-FRAE status is agency controlled.</p> <p>TMGT Table 025 and 083 will be updated with the new codes, descriptions, and rates.</p>
Test:	<p>Customer participation in the CUAT event is highly advised. This event will be coordinated and conducted in accordance with instruction provided by the Application Test Branch.</p>

Functional Requirements	
<input checked="" type="checkbox"/> Payroll Applications Systems Branch (PASB) Requirements	
<p>Accept new values 'IF', 'KF', 'LF', 'MF', 'NF', 'OF' and 'PF' in the RT-PLAN-CODE field, and store, display and output where applicable.</p> <p>All current edits and processes for 'I', 'K', 'L', 'M', 'N', 'O', and 'P' apply to new Retirement Coverage Codes 'IF', 'KF', 'LF', 'MF', 'NF', 'OF', and 'PF', respectively.</p> <p>All current edits and processes involving the existing retirement plans 'D' or 'P' for employees in agency 'AM', or in Special Employment Programs Code 'AM' or 'ZZ', apply to new Retirement Coverage Codes 'DF' and 'PF' respectively.</p>	

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☒ Personnel Applications Systems Branch (PESB) Requirements

All current edits and processes for 'I', 'K', 'L', 'M', 'N', 'O', and 'P' apply to new Retirement Coverage Codes 'IF', 'KF', 'LF', 'MF', 'NF', 'OF', and 'PF', respectively.

All current edits and processes involving the existing retirement plans 'D' or 'P' for employees in agency 'AM', or in Special Employment Programs Code 'AM' or 'ZZ', apply to new Retirement Coverage Codes 'DF' and 'PF' respectively.

☒ Administrative Applications Systems Branch (AASB) Requirements

Modify RT-PLAN-CODE field to accept new values 'IF', 'KF', 'LF', 'MF', 'NF', 'OF', and 'PF', and store as appropriate.

☒ Payroll Web Systems Branch (PWSB) Requirements

WEB Applications: EPIC/HCUP, SPPS, EPP, Reporting Center and Insight

NFC Web applications will be modified to accept, store, display and/or output, where applicable, the new FERS-FRAE retirement plan values of 'IF', 'KF', 'LF', 'MF', 'NF', 'OF', and 'PF'.

All current edits and processes for 'K' & 'KR', 'L' & 'LR', 'M' & 'MR', 'N' & 'NR', 'O' & 'OR', and 'P' & 'PR' apply to the new FERS-FRAE plan codes: 'KF', 'LF', 'MF', 'NF', 'OF', and 'PF', respectively.

All current edits and processes involving and existing retirement plans 'D' or 'P' for employees in agency 'AM', or in Special Employment Programs Code 'AM' or 'ZZ', apply to new Retirement Coverage Code 'PF' respectively.

Where applicable, OASDI withholding routines will continue to use the one (1) position, Retirement Coverage Code (RCC) as is currently done

☐ Administrative Web Systems Branch (AWSB) Requirements

☒ Human Resources Applications Branch (HRAB) Requirements

Functional Overview

To maintain successful integration with the Payroll Personnel System, modifications to the EmpowHR database and its processes are required to allow for the entry/selection of the new retirement plan codes specified by OPM BAL 14-102 for the Federal Employees Retirement System's Further Revised Annuity Employee (FERS-FRAE) Refer to Table 1.0 below for a list of the new retirement plan codes and literal description. These new plan code values, in addition to the existing values, will be available for selection from the Retirement Plan field on PAR Processing, Benefit page (tab).

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Page/Field Modifications

The Benefits page will continue to allow for the selection of any one of the listed plan codes from the lookup prompt to populate the field labeled *Retirement Plan*. The new plan codes will be included and displayed in the Retirement Plan field lookup/prompt with the corresponding literals. Screen prints of the specified field on the Benefits page and the related translate table are provided as Figure 1.0 and 2.0 below.

- Insert the six (6) new, two character FERS FRAE retirement plan codes, including long descriptions as indicated in Table 1.0 below into the GVT_RETIRE_PLAN translate table and the PS_RTRMENT_PLAN_TBL. These new codes will be given an effective date of 01 January 2014 and a status of Active. The code values will be left justified to account for the space following each of the codes that appear as a single character, e.g., K will be "K ".
- Ensure the literal (long) description for the selected value can be viewed in its entirety, i.e., if a value is chosen that has a long description that contains 30 characters, the full length of the literal will be displayed on the Benefits page. Modify the following pages to also use/display this long description field:
Z_EMPL_JOB_DESC, Z_HR_EE_JOB_INFO, Z_HR_RETIRE_ELIG, and Z_SS_RETIRE.
 - Ensure any use of the retirement plan field in a query, where the literal is also included, includes its long description, where applicable.
- To maintain consistency in the associated literals used for each of the similar groupings of plan codes, modify the literal description for the Plan Code O, and OR. This modification requires the removal of the word "Special" as part of the literal.

Program/Process Changes

- The EmpowHR programs to ensure continuous data synchronization with the database of record were updated as part of Project 411624 OPM's FERS-RAE. No additional modifications will be required; e.g. the new Retirement Plan Code of a 'KF' will be processed in the same manner as the 'KR' element is currently functioning. Any online EmpowHR emulated PINE edits shall be updated/maintained to handle the new FRAE Retirement Codes; e.g., validation programs will handle KF like KR.

Customized Report Changes

Program changes will be made to the Retirement Eligibility Report for the Library of Congress to include the KF element in every instance where KR and, subsequently K, are currently being interrogated.

Table 1.0: Retirement Plan(s) Codes & Long Descriptions

Action Required	PAGE DISPLAY		TABLE ATTRIBUTES	
	Retirement Plan Code	Retirement Plan Code Long Description (30 Characters)	Effective Date	Status
Insert New	IF	FERS-FRAE (Congressional)	1/1/2014	Active
Insert New	KF	FERS-FRAE/FICA	1/1/2014	Active
Insert New	LF	FERS-FRAE/FICA- Air TC	1/1/2014	Active
Insert New	MF	FERS-FRAE/FICA-Special	1/1/2014	Active
Insert New	NF	FERS-FRAE/FICA-ReserveTech	1/1/2014	Active

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Update	O	FERS and FICA-CBPO	4/27/2008	Active
Update	OR	FERS-RAE/FICA-CBPO	1/1/2013	Active
Insert New	OF	FERS-FRAE/FICA-CBPO	1/1/2014	Active
Insert New	PF	FSPS-FRAE/FICA	1/1/2014	Active

Fig 1.0: PAR Document, Benefit page

Navigation: PAR Processing>HR Processing>

"Benefit Data" Tab

Fig 2.0: PAR Document, Benefits page- Retirement Plan field

Navigation: PAR Processing>HR Processing>

Benefit Data Tab> "Retirement Plan" Lookup [🔍]

Signature of Systems Requirements Branch Chief:

Date:

\s\ Cherie Landry

3/18/2014

Signature of Web Requirements Branch Chief:

Date:

\s\ Dana Esposito

3/18/2014