



United States Department of Agriculture
Office of the Chief Financial Officer
National Finance Center
Government Employees Services Division

Functional Requirements Document (FRD)

Project#	Project Title:	Date Prepared:
756175	EPP TSP Election Confirmation Modification	03-21-14

Version 1.0

As of: 21 Mar 2013

Scope:	The Benefits Processing Section (BPS) are receiving numerous re-designation and/or refund request for TSP due to incorrect percentage, dollar amount, or type of TSP elections. The NFC TSP Group is requesting that prior to submission of a TSP Election request in EPP, that a full screen pop up informing the employee of his/her actions.
Assumptions:	The pop up screen is being added in an effort to reduce the refund and re-designation requests.
Test:	

Functional Requirements

☐ Payroll Applications Systems Branch (PASB) Requirements

"Not Applicable"

☐ Personnel Applications Systems Branch (PESB) Requirements

"Not Applicable"

☐ Administrative Applications Systems Branch (AASB) Requirements

"Not Applicable"

☒ Payroll Web Systems Branch (PWSB) Requirements

Prior to submission of a TSP Election, Modify EPP to give a full screen pop up informing the employee:

- "You will have _____ TSP percentage deducted Per Pay Period" - ROTH/Tradition
- "You will have TSP \$ _____ deducted Per Pay Period" - ROTH/Tradition

Functional Requirements Document (FRD)		
Project#	Project Title:	Date Prepared:
756175	EPP TSP Election Confirmation Modification	03-21-14

B) No, Stop! Go back over changes and make the appropriate update.

NOTE: Any existing TSP Elections will continue unless you stop and/or change them.

Administrative Web Systems Branch (AWSB) Requirements

"Not Applicable"

Human Resources Applications Branch (HRAB) Requirements

"Not Applicable"

Signature of Systems Requirements Branch Chief: _____ Date: _____

Signature of Web Requirements Acting Branch Chief: Alisa R. Wells Date: 3-21-14