

		United States Department of Agriculture Office of the Chief Financial Officer National Finance Center Government Employees Services Division
Functional Requirements Document (FRD)		
Project# 715811	Project Title: Puerto Rico (RQ) State Tax	Date Prepared: 03/11/2014 Revised 08/05/2014

Scope:	Modify Puerto Rico State Tax process in EmpowHR to conform to the ALLTAX Bulletin PR110085.
Assumptions:	ALLTAX Bulletin PR110085 was implemented in the Payroll system with project 213676 dated 11/29/2011. EmpowHR was not modified for Puerto Rico state tax deductions.
Test:	All functionality specified within the SCR will be validated by the Applications Testing (QA) team.

Functional Requirements	
<input type="checkbox"/> Payroll Applications Systems Branch (PASB) Requirements	
"Not Applicable"	
<input type="checkbox"/> Personnel Applications Systems Branch (PESB) Requirements	
"Not Applicable"	
<input type="checkbox"/> Administrative Applications Systems Branch (AASB) Requirements	
"Not Applicable"	
<input type="checkbox"/> Payroll Web Systems Branch (PWSB) Requirements	
"Not Applicable"	
<input type="checkbox"/> Administrative Web Systems Branch (AWSB) Requirements	
"Not Applicable"	
<input checked="" type="checkbox"/> Human Resources Applications Branch (HRAB) Requirements	
Modify Payroll Documents>Tax Data> State Tax Data (DOC 140)page as follows:	

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[New Window](#) | [Personalize Page](#) |

[City Tax Data](#) | [County Tax Data](#) | [State Tax Data](#) | [Federal Tax Data](#) | [Earned Income Credit](#)

AIDA ORONA Empl ID: 228821 Rcd# 0 S S N XXX-XX-0465

State Tax Data [Find](#) | [View All](#) [First](#) | 2 of 4 | [Last](#)

*Effective Date: 03/09/2014 Pay Period: 05 Date Entered: 03/12/2014

User ID: testww Transaction Status: InProgress

Exemption Data

State tax withholding state code: RQ PUERTO RICO

Total Number Of Allowances: [NFC TAX INSTRUCTIONS](#)

Additional Withholding Amount: \$0.00

Additional Exemptions Claimed

Additional Exemptions Claimed:

Personal Exemptions Claimed

Personal Exemptions Claimed:

Public/Private Employee:

Change the circled label to 'Veterans/Special Deductions'

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Tax Data - Windows Internet Explorer

https://usda.copy... Certificat... Live Search

File Edit View Favorites Tools Help

Favorites United States Government ... DHS-Copy Orade PeopleSoft Enterpris... DHS-UAT

Tax Data

WALKER, WILLIAM GORDIE (US Dept of Agriculture) on

Home Worklist Add to Favorites Sign out

Favorites Main Menu > Payroll Documents > Tax Data

New Window Personalize Page help

City Tax Data County Tax Data **State Tax Data** Federal Tax Data Earned Income Credit

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State Tax Data Find | View All First 2 of 4 Last

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Total Number Of Allowances: NFC TAX INSTRUCTIONS

Additional Withholding Amount: \$0.00

Additional Exemptions Claimed

Additional Exemptions Claimed:

Personal Exemptions Claimed

Personal Exemptions Claimed:

Public/Private Employee: Private Private Public Public

Change these labels to read 'NONE', 'VPE', 'SD', 'VPE&SD'

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- Create a "New" translate table RECORD with the four (4) field values.

- Fieldname = VET_SPCLDEDUCT
 - Fieldvalue = 0
 - XlatLongName = No Veterans or Special Deduction
 - XlatShortName = None
- - Fieldvalue = 1
 - XlatLongName = Veterans Personal Exemption
 - XlatShortName = VPE
- - Fieldvalue = 2
 - XlatLongName = Special Deduction only
 - XlatShortName = SD
- - Fieldvalue = 3
 - XlatLongName = Vet Per & Special Deduction
 - XlatShortName = VPE&SD

In the table that stores document type 140 data, replace the field 'PUBLIC_PRIVATE' with 'VET_SPCLDECT'.

Ensure EmpowHR system modifications comply with the requirements of Section 508 of the Rehabilitation Act Amendments of 1998 (29 U.S.C 794) found on <http://www.section508.gov>.

Signature of Systems Requirements Branch Chief:	Date:
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Signature of Web Requirements Branch Chief:	Date: 03/12/2014
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/s/ Dana Esposito Acting
