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

Functional Requirements Document (FRD)		
Project# **786155**	**Project Title:** PHASED RETIREMTN/EMPLOYMENT/PHASED RETIREMENT, OPM'S UPDATE 67	**Date Prepared:** July 15, 2014

Scope:	The Office of Personnel Management (OPM) issued its final regulations for Phased Retirement on August 8, 2014 through the Federal Register Vol. 79 No. 153. Phased Retirement is a human resources tool that will allow full-time employees to work a part-time schedule and draw partial retirement benefits during employment. Employees may not submit applications for phased retirement to OPM until 90 days after the publication (August 8, 2014) of the final rule or November 6, 2014. This proposed process will allow a retirement-eligible employee (CSRS employees with at least 30 years of service and who is least age 55 or who have at least 20 years of service and who are at least age 60. FERS employees who are eligible for immediate retirement with at least 30 years of service and who have reached their minimum retirement age (between ages 55 and 57 depending on birth year) or who have at least 20 years of service and who are at least age 60) to enter phased retirement/employment status. The phased employee will be paid a part time salary. For the purposes of FEHB and Life Insurances (FEGLI) the employee will be treated as a full-time employee. The phased employee will earn leave as a part-time employee, and is treated as any other employees on a part-time tour of duty. Retirement deductions for CSRS and FERS, Social Security and Medicare taxes, as well as income tax will continue to be withheld from the pay the employee receives during phased retirement/employment. The normal deductions and tax rates are based on the pay the employee actually receives during phased retirement/employment, and not on the amount the employee would have received had the employee continued to work full time. Phased Employees are eligible to participate in Federal Employees Dental and Vision Program (FEDVIP), the Federal Long Term Care Insurance Program (FLTCIP), and the Federal Flexible Spending Account Program (FSAFEDS). A person who enters phased retirement/employment retains all sick leave and annual leave balances. The phased employee is subject to the annual leave ceiling. Phased employees will normally not work more than 40 hours in a bi-weekly pay period. However OPM will allow more than 40 hours under special circumstances. Phased employees' part time pay will continue to be subject to commercial garnishments as well as non commercial garnishments (such as child support orders).

OPM announced on September 30, 2014 that Agencies will be responsible for keeping track of the 20% mentoring time. There will be no OPM reporting or tracking of 'Mentoring'.

The following are the new data elements that will be implemented for Phased Retirement:

NOAC 615 – Phased retirement/employment/Phased Retirement
 Legal Authorities
   o CSRS: SAB/5 USC 8336a(c)(7)
   o FERS: SAC/5 USC 8412a(b)(6)

NOAC 616 – Opt out Phased retirement/employment/Retirement
 Legal Authorities
   o CSRS: SAD/5 USC 8336a(g)
   o CSRS: SBD/Reg.831.1721(b)
   o FERS: SAE/5 USC 8412a(g)
   o FERS: SBE/Reg.848.301(b)

NOAC 307 – Full Retirement Status – Voluntary
 Legal Authorities
   o CSRS: SAF/5 USC 8336a(e)
   o FERS: SAG/5 USC 8412a(e)

NOAC 308 – Full Retirement Status – ILIS
 Legal Authorities
   o CSRS: SAF/5 USC 8336a(e)
   o FERS: SAG/5 USC 8412a(e)

The **new value for Work Schedule will be 'R'**. The 'R' will differentiate an employee working part-time as a phased retiree from other employees working regular part-time schedules in order to withhold the appropriate Federal health and life insurance premiums. Phased employees are considered full-time employees for FEHB and FEGLI purposes.

New Values for Annuitant Indicator
The new Annuitant Indicators are used when an employee elects to opt out of phased retirement/employment. A phased employee who elects to opt out of phased retirement may never elect phased retirement again.
   o **W –   Former CSRS Phased Retiree**
   o **M –   Former FERS Phased Retiree**
   o **N –   Former FERS Phased Retiree who is also a retired uniform service officer**
   o **X –   Former CSRS Phased Retiree who is also a retired uniform service officer**
   o **P –   Former FERS Phased Retiree who is also a retired uniform service enlisted**
   o **Y –   Former CSRS Phased Retiree who is also a retired uniform service enlisted**

New Values for Remarks Code
M11: A change to the work schedule or the part-time hours worked during phased retirement/employment status will result in the termination of phased retirement/employment status and the phased retirement annuity.

	M12: Employee may elect to enter full retirement status at any time by submitting application SF 2801 for CSRS or SF 3107 for FERS. **M13:** If employee's Phased Retirement terminates for any reason the individual may not re-elect Phased Retirement. **M14:** Employee is required to spend 20% of their time mentoring. **M15:** FEHB/FEGLI benefits are not affected by phased employment/ retirement. **M16:** The time spent in phased employment/retirement status will be credited as part-time service for annuity calculation purposes. **M17:** Employee's phased retirement annuity is terminated. **M18:** Employee is entitled to a composite retirement annuity. **M19:** Employee was in phased retirement status at time of death. **New Values for Data Exchange Gateway (DEG) File** These values will be used for position 210: Annuity Case Type • **0 (zero) = Phased Initial** • **9 (nine) = Phased Final**
Assumptions:	NFC programming and Retirement data required for each NOAC 615, 616, 307, and 308 are attached. Phased Retirement Time Limitations will need to be monitored by the individual agency HR offices. Agencies with their own Front End Systems will require modifications. If required by OPM to report on time spent in mentoring NFC will use Transaction Code (TC) TC01 with Transaction Descriptor (TD)TD18. NFC will modify its T&A systems to accommodate the use of the new TD. Agencies that use other T&A systems will be responsible for updating their systems. Attachment 2 – Listing of TC and TD codes used for reporting time spent mentoring as a phased retired employee. The following Table Management Tables will be updated by NFC North: TMGT 025 AD 350(Personnel Block and Description), TMGT 052 Remark Code and Descriptions, TMGT 053 Nature of Action Alpha Descriptions, TMGT 061 Nature of Action Conversion, TMGT 062 3 Digit Nature of Action, and TMGT 101 PACT Screen Elements. TMGT will be updated for the Non-Title 5 agencies that notified NFC.
Test:	Client agencies will be expected to test changes in the testing window prior to implementation.

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Functional Requirements
☑ **Payroll Applications Systems Branch (PASB) Requirements**
Employees with a work schedule of an 'R' and Type employment of Part Time, FEHB and FEGLI will be calculated as full time employees. Annual Leave and Sick leave will be based on the amount of hours the employee works.
☑ **Personnel Applications Systems Branch (PESB) Requirements**

REQUIREMENT CHARTS ATTACHED
 	
NOAC 615 **"PHASED RETIREMENT/EMPLOYMENT/PHASED RETIREMENT" AUTH SAB/SAC.**
 	
For Phased Employees the Work Schedule must be the newly established code 'R' 'Part-Time Phased Retiree'.
The Tour of Duty Hours must equal 40 hours per pay period (under special circumstances an employee may work more than 40 hours).
The Required Remarks for NOAC 615 are: M11, M12, M13, M14, and M15.
A Phased Employee is a part-time employee that is treated like a full time employee for FEHB and FEGLI purposes only.
 	
An SF-50 must be generated for a NOAC 615 and the following must be present: Work Schedule and Required Remarks.
 	
Calculations for CSRS and FERS will continue to be based off of the employees Current Base Salary. The employee continues to pay Social Security if applicable. Phased Employees can contribute to TSP and agency calculations are based on current Base Salary.
 	
Annual Leave and Sick Leave balances will remain on the database when the employee enters Phased Retirement/Employment. Annual Leave and Sick Leave will accrue each pay period until fully retired or separated. A phased Retiree's Annual Leave ceiling is 240 hours.
 	
When an employee enters Phased Employment all payments to Service Deposit must Cease.
 	
The Following are suggested Pine Error Messages:
 	
   o If NOAC 615 and AUTH is SAB then Retirement Coverage Code must be 1, 7, C or R (CSRS).
   o If NOAC 615 and AUTH is SAC then Retirement Coverage Code must be K,KR, KF, L, N, O, P (FERS).
   o If NOAC 615 work schedule must be 'R'.
   o If NOAC 615 and work schedule is 'R' then Remarks must be M11, M12, M13, M14 and M15.
   o If work schedule on database is 'R'. Work Schedule can only be changed with a NOAC 616.
 	
RETM changes for NOAC 615:

When a NOAC 615 (Phased Retirement/Phased Employment) is received it should prompt a closeout of an IRR.

- o On IRR post NOAC 615 and effective date of the Phased Retirement/Employment and send to OPM. (All service information must be included as if it were a final IRR such as all contribution rates, Military Deposits, Post 56 paid or waived).
- o On a new line on the IRR post NOAC 615 with effective date of Phased Employment/Retirement (effective date must be same as on IRR sent to OPM).
- o On the Data Exchange Gateway (DEG) File, use New DEG value for 'Annuity Case Type (position 210): '0' (Zero) for Initial Phased with new Phased Employee.

NOAC 616 "OPT OUT PHASED RETIREMENT/EMPLOYMENT" AUTH SAD/SAE/SBD/SBE.

Work Schedule must change from 'R' to appropriate Work Schedule code other than code 'R'. The Required Remarks for NOAC 616 are: M13, M16, and M17.

An SF-50 must be generated for a NOAC 616 and the following must be present: Required Remarks, Annuitant Indicator and Work Schedule.

Annuitant Indicator is required on NOAC 616 and must be W, X, or Y for CSRS employees when Retirement Coverage Code = (1, 6, 7, C or R).
Annuitant Indicator is required and must be M, N, or P for FERS employees when Retirement Coverage Code = (K, KR, KF, L, N, O, P, or D).

When an employee opts out of Phased Retirement and the employee returns to full time employment the employee will be paid based on the employee's database salary information (full time salary) and will earn leave and benefits as a full time employee. The employee's annuity received during Phased Retirement/Employment will cease.
The Following are suggested Pine Error Messages:

- o If NOAC 616 then work schedule must not equal R. Must change to work schedule F,G,H,I,J,P,Q,S,T.
- o If NOAC 616 and the Retirement Coverage Code is 1, 6, 7, C or R (CSRS) then the Annuitant Indicator must be W, X, or Y.
- o If NOAC 616 and the Retirement Coverage Code is K, KR, KF, L, N, O, P, or D (FERS) then the Annuitant Indicator must be M, N, or P.
- o If Annuitant Indicator is M, N, P, W,X, or Y on the database, The Annuitant Indicator cannot change on any NOAC.
- o If NOAC 616 then remarks must be M13, M16, and M17

RETM changes for NOAC 616:

When a NOAC 616 (Opt out Phased Retirement/Phased Employment) Place effective date of NOAC 616 on the IRR and do not sent to OPM or place on Data Exchange Gateway file.

NOAC 307 "FULL RETIREMENT STATUS VOLUNTARY" AUTH SAF/SAG

NOAC 307 will mimic the NOAC 302-Retirement Voluntary & Required Remarks and when a NOAC 307 (Full Retirement Status-Voluntary) is received NOAC 307 will follow all programming for NOAC 302-Retirement Voluntary. The new Required Remark

for NOAC is M18. (Other Required Remarks for NOAC 302 must be present).

NOAC 307 will be added to all Separation/Retirement Reports.

An SF-50 must be generated for a NOAC 307 and the following must be present: All Required Remarks (mimic NOAC302)and M18 must also be present.

The Following are suggested Pine Error Messages:
   o If NOAC is 307 or 308, Work Schedule must equal 'R' on the database.
   o If NOAC is 307 or 308 then remark must contain M18.

RETM changes for NOAC 307:

When a NOAC 307 (Full Retirement Status-Voluntary) is received a closeout of the IRR should occur with NOAC 307 and Effective Retirement Date. Send IRR to OPM follow same procedure as with NOAC 302 (Associate Application and IRR and send to OPM).
On the Data Exchange Gateway (DEG file) use '9'(nine) (Phased Final) in Position 210: Annuity Case Type. This creates the composite retirement shells and identifies claims for special processing procedures and drops phased retirement claim.

NOAC 308 FULL RETIREMENT STATUS-ILIS" AUTH SAF/SAG

When a NOAC 308 (Full Retirement Status-ILIS) is received NOAC 308 should follow all programming for NOAC 304 Full Retirement-ILIA.

An SF-50 must be generated for a NOAC 308 and the following must be present: All Required Remarks (mimic NOAC304) M18 must also be present.

Add NOAC 308 to all Separation and Retirement Reports.

The Following are suggested Pine Error Messages:
   o If NOAC is 307 or 308, Work Schedule must equal 'R' on the database.
   o If NOAC is 307 or 308 then required remark must contain M18.

RETM changes for NOAC 308:

When a NOAC 308 (Full Retirement Status-ILIS) is received a closeout of the IRR should occur with Effective Retirement Date. Post mandatory data on the IRR including: last day of pay, unused sick leave, FEHB plan, FEGLI coverage and Military Deposit status. Send IRR to OPM; follow same procedure as with NOAC 302 (Associate Application and IRR and send to OPM).
On the Data Exchange Gateway (DEG file) use '9' (nine) (Phased Final) in Position 210: Annuity Case Type. This creates the composite retirement shells and identifies claims for special processing procedures and drops phased retirement claim.

NOAC 350/354 Death Actions

For NOACs 350 and 354 (Death Actions). If a Phased Retiree dies while in service the following new Required Remark must be present on the death action.
The Following are suggested Pine Error Messages:
- o If NOAC is 350 or 354 and Work Schedule is 'R' on database then Required Remark must contain M19.
- o Note: Death actions also have other required remarks that will remain required.

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

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

EPIC
Modify application to add the NOACs, Tour of Duty Hours, Legal Authorities, Work Schedule Code, Annuitant Indicators and remarks.

Auto populate required remarks.

Front End Edits and application data elements listed.

WEBTA/STARWEB/PAYCHECK8
T&A systems will be modified to add the use of Transaction Descriptor TD 18 with the use of Transaction Code TC 01. See Attachment 2

INSIGHT
Add NOACs, Legal Authorities, Work Schedule Code, Annuitant Indicators and remarks to application.

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

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

EmpowHR

Modify application to add the NOACs, Legal Authorities, Work Schedule Code, Annuitant Indicators and remarks.

NOAC 615 – Phased Retirement/Phased Employment
    Legal Authorities
- o CSRS: SAB/5 USC 8336a(c)(7)
- o FERS: SAC/5 USC 8412a(b)(6)

NOAC 616 – Opt out Phased Retirement/Phased Employment
    Legal Authorities
- o CSRS: SAD/5 USC 8336a(g)

   o CSRS: SBD/Reg.831.1721(b)
   o FERS: SAE/5 USC 8412a(g)
   o FERS: SBE/Reg.848.301(b)

NOAC 307 – Full Retirement Status – Voluntary
  Legal Authorities
  o CSRS: SAF/5 USC 8336a(e)
  o FERS: SAG/5 USC 8412a(e)

NOAC 308 – Full Retirement Status – ILIS;
  Legal Authorities
  o CSRS: SAF/5 USC 8336a(e)
  o FERS: SAG/5 USC 8412a(e)

The **new value for Work Schedule will be 'R'**. The 'R' will differentiate an employee working part-time as a phased retiree from other employees working regular part-time schedules in order to withhold the appropriate Federal health and life insurance premiums. Phased employees are considered full-time employees for FEHB and FEGLI purposes.

New Values for Annuitant Indicator
The new Annuitant Indicators are used when an employee elects to opt out of phased employment. A phased employee who elects to opt out of phased retirement may never elect phased retirement again.
   o **W – Former CSRS Phased Retiree**
   o **M – Former FERS Phased Retiree**
   o **N – Former FERS Phased Retiree who is also a retired uniform service officer**
   o **X – Former CSRS Phased Retiree who is also a retired uniform service officer**
   o **P – Former FERS Phased Retiree who is also a retired uniform service enlisted**
   o **Y – Former CSRS Phased Retiree who is also a retired uniform service enlisted**

Auto populate required remarks

New Values for Remarks Code
M11: A change to the work schedule or the part-time hours worked during phased retirement/phased employment status will result in the termination of phased retirement status and the phased retirement annuity.
M12: Employee may elect to enter full retirement status at any time by submitting application SF 2801 for CSRS or SF 3107 for FERS.
M13: If employee's Phased Retirement terminates for any reason the individual may not re-elect Phased Retirement.
M14: Employee is required to spend 20% of their time mentoring.
M15: FEHB/FEGLI benefits are not affected by phased employment/phased retirement.
M16: The time spent in phased employment/retirement status will be credited as part-time service for annuity calculation purposes.
M17: Employee's phased retirement annuity is terminated.
M18: Employee is entitled to a composite retirement annuity.
M19: Employee was in phased retirement status at the time of death.

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Front End Edits and application data elements listed.
Signature of Systems Requirements Branch Chief: **Date:**   **Dennis Laughlin /s/**   **October 1, 2014**
Signature of Web Requirements Branch Chief: **Date:**   **Alisa R. Wells   /s/**   **October 1, 2014**

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REQUIREMENT ATTACHMENT 1:

OPM's PHASED RETIREMTN/EMPLOYMENT/PHASED RETIREMENT
Project # 786155
NOAC 615 "PHASED RETIREMTN/EMPLOYMENT/PHASED RETIREMENT"

Processing the NOAC 615 Phased retiremtn/employment/Phased Retirement									
NOAC	NOAC Literal	Authority Code	Authority Code Literal	Work Schedule	Work Sched Literal	Work Shed Hours	Remarks Code	Remarks Literal	Data Exchange Gateway (DEG)File
615	Phased retiremtn/employment/Phased Retirement	SAB (CSRS)	5 USC 8336a (c)(7)	R	Part-Time Phased Retire	Number of Hours	M11	A change to the work schedule or the part-time hours worked during phased retiremtn/employment/phased retirement status will result in the termination of phased retiremtn/employment/phased retirement status and the phased retirement annuity	0 = Phased Initial
		SAC (FERS)	5 USC 8412a(b)(6)				M12	Employee may elect to enter full retirement status at any time by submitting application SF 2801 for CSRS or SF3107 for FERS	
							M13	If employee's Phased Retirement terminates for any reason the individual may not re-elect Phased Retirement	
							M14	Employee is required to spend 20% of their time mentoring	
							M15	FEHB/FEGLI benefits are not affected by phased retiremtn/employment/phased retirement	

Front End Systems:
EPIC/EmpowHR **entry screens** for NOAC 615 data elements
 "Work Schedule", code 'R'
 "Tour of Duty Hours"

Required Remark "M11-M15" to be auto-populated for NOAC 615

PINE Edits/Front End EDITS:

PINE Error
If NOAC 615 and AUTH is SAB then Retirement Coverage Code must be 1, 6, 7, C or R (CSRS)
If NOAC 615 and AUTH is SAC then Retirement Coverage Code must be K, KR, KF, L, N, O, P, or D (FERS)
If NOAC 615 work schedule must be 'R'

If NOAC 615 and work schedule is 'R' then Remarks must be M11, M12, M13, M14 and M15

If work schedule on database is 'R' then cannot change other than with a NOAC 616

Benefits:
FEHB and FEGLI will continue. FEGLI benefit coverage amounts will be based upon the full time salary for the position. The FEHB employer contribution will be the same as for full-time employees.

Program: If Work Schedule = 'R' calculate FEHB and FEGLI amounts as Full Time salary.

SF-50 Data Elements: Work Schedule and Remarks

Vision/Dental: Employees are eligible to contribute.

Retirement Deductions for CSRS/FERS: Calculations will continue to be based off of Base Salary
OASDI: continues
TSP Contributions: Employees can contribute to TSP but calculations are based on a Part-Time work.

Leave:
Sick leave will not be used in the computation of the Phased retirement annuity. Sick leave will remain on the database and accrue each pay period until separated/ fully retired. Once at full retirement the value of unused sick leave in the computation for retirement will be computed from a regular full-time position.
Annual Leave will remain on the database and accrue each pay period until separated/fully retired.

Retirement Systems (RETM): IRR Close out effective; the begin date of Phased E/R. Send IRR register to OPM. Create New IRR with NOAC 615 with Effective date of Phased E/R.

Data Exchange Gateway (DEG) File: New DEG value for Annuity Case Type: "0" (zero) - for Initial Phased"

Annuity: Phased retirement percentage is currently 50%.
FERS Annuity supplement is not payable with a phased retirement annuity.
Annuity is subject to Domestic Relations Court Orders on the same basis as other annuities

Service Deposits: Deposits and redeposit (including military service) must be satisfied (either by payments or annuity reduction, as applicable) prior to entry into Phased Retirement Status.
NOAC 615 will need to cease all Service Deposit Deductions.

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NOAC 616 "OPT OUT PHASED RETIREMTN/EMPLOYMENT/PHASED RETIREMENT"

Processing the NOAC 616 Opt Out Phased retiremtn/employment/Phased Retirement										
NOAC	NOAC Literal	Authority Code	Authority Code Literal	Work Schedule	Work Sched Literal	Work Shed Hours	Annuitant Indicator Code (Literals Below Chart)	Remarks Code	Remarks Literal	Data Exchange Gateway (DEG) File
616	Opt Out Phased retiremtn/employment/ Phased Retirement	SAD (CSRS)	5 USC 8336a (g)	F or P Other than 'R'	Full time or Part time	Number of Hours may change	W X Y	M13	If employee's Phased Retirement terminates for any reason the individual may not re-elect Phased Retirement	None
		SBD (CSRS)	Reg. 831.17211(b)					M16	The time spent in phased retiremtn/employment/retirement status will be credited as part-time service for annuity calculation purposes	
		SAE (FERS)	5 USC 8412a(g)				M N P	M17	Employee's phased retirement annuity is terminated	
		SBE (FERS)	Reg.848.301(b)							

Annuitant Indicator Literals
```
W – Former CSRS Phased Retiree
M – Former FERS Phased Retiree
N – Former FERS Phased Retiree who is also a retired uniform service officer
X – Former CSRS Phased Retiree who is also a retired uniform service officer
P – Former FERS Phased Retiree who is also a retired uniform service enlisted
Y – Former CSRS Phased Retiree who is also a retired uniform service enlisted
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Front End Systems:
EPIC/EmpowHR **entry screens** for NOAC 616 data elements
 "Work Schedule", code F,G,I,J,P,Q,S, or T
 "Tour of Duty Hours"

New Annuitant Indicators need to be added to all NOACs that have this data element as Optional or Required

Required Remark "M13, M16, and M17" to be auto-populated for NOAC 616

PINE and Front End EDIT:

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If NOAC 616 then work schedule must not equal R. Must change to work schedule F,G,H,I,J,P,Q,S,T
If NOAC 616 and the Retirement Coverage Code is 1, 6, 7, C or R (CSRS)then the Annuitant Indicator must be W, X, or Y
If NOAC 616 and the Retirement Coverage Code is K, KR, KF, L, N, O, P, or D (FERS) then the Annuitant Indicator must be M, N, or P
If Annuitant Indicator is M,N,P,W,X, or Y on the database, field cannot change with any NOAC
If NOAC 616 then remarks must be M13, M16, and M17

Salary/Benefits/Leave: Opting out of Phased Retirement employee retains to full time employment the employee will be paid based on the employees database salary information (full time salary) and will earn leave and benefits as a full time employee. The employee's annuity received during Phased Retirement/Employment will cease.

SF-50 Data Elements: Work Schedule, Annuitant Indicator, Remarks

Retirement Systems (RETM): Post NOAC 616 and Beginning Effective Date on IRR. No IRR to be sent to OPM

Data Exchange Gateway (DEG File): none

NOAC 307 "FULL RETIREMENT STATUS-VOLUNTARY"

	Processing the NOAC 307 "Full Retirement Status Voluntary					
NOAC	NOAC Literal	Authority Code	Authority Code Literal	Remarks Code	Remarks Literal	Data Exchange Gateway (DEG) File
307	Full Retirement Status-Voluntary	SAF (CSRS)	5 USC 8336a (e)	M18	Employee is entitled to a composite retirement annuity	9 = PHASED FINAL
		SAG (FERS)	5 USC 8412a (e)			

Front End Systems:
EPIC/EmpowHR **entry screens** for NOAC 307 data elements.
Mimic NOAC 302 – Retirement Voluntary

Required Remark "M18" to be auto-populated for NOAC 307
Existing required remarks for Retirement should remain to auto-populate that mimics the NOAC 302

Program & System Edits: All Programming for the NOAC 307 will mimic the NOAC 302-Retirement Voluntary

SF-50 Data Elements: mimic NOAC 302

Retirement Systems (RETM): NOAC prompts closeout of IRR Effective Retirement Date. Associate Application and IRR and send on register to OPM

Data Exchange Gateway (DEG File): DEG Indicator of "9" "Phased Final" creates the composite retirement shells and identifies claims for special processing procedures
Drops phased retirement claim (F24)

Reports: Add NOAC 307 to all reports associated with Retirement or Separation

NOAC 308 "FULL RETIREMENT STATUS-ILIS"

Processing the NOAC 308 "Full Retirement Status –ILIS"						
NOAC	NOAC Literal	Authority Code	Authority Code Literal	Remarks Code	Remarks Literal	Data Exchange Gateway (DEG) File
308	Full Retirement Status-ILIS	SAF (CSRS) SAG (FERS)	5 USC 8336a (e) 5 USC 8412a (e)	M18	Employee is entitled to a composite retirement annuity	9 = PHASED FINAL

Front End Systems:
EPIC/EmpowHR **entry screens** for NOAC 308 data elements.
Mimic NOAC 304 – Retirement ILIA

New Required Remark "M18"to be auto-populated for NOAC 308
Existing required remarks for Retirement should remain to auto-populate that mimics the NOAC 304

Program & System Edits: All Programming for the NOAC 308 will mimic the NOAC 304-Retirement ILIA

PINE and Front End EDIT:

If NOAC is 307 or 308, Work Schedule must equal 'R' on the database
If NOAC is 307 or 308 then remark must be M18
*Note: Requirements state to mimic the NOAC 302/NOAC 304 for the Required Remarks with adding the new Required Remark **M18** for both NOACs*

SF-50 Data Elements: mimic NOAC 304

Retirement Systems (RETM): NOAC prompts closeout of IRR Effective Retirement Date. Associate Application and IRR and send on register to OPM

Data Exchange Gateway (DEG File): DEG Indicator of "9" "PHASED FINAL" creates the composite retirement shells and identifies claims for special processing procedures
Drops phased retirement claim (F24)

Reports: Add NOAC 308 to all reports associated with Retirement or Separation

NOAC 350/354 Death Actions

Requires a Remark if Work Schedule is 'R' at time of Death.

PINE Error Messages

IF NOAC is 350 or 354 and Work Schedule is 'R' on database then Remark must be **M19**

Note: Death actions also have other required remarks that will remain required

Attachment 2 – Listing of TC and TD codes used to monitor time spent mentoring as a phased retired employee.

TC	PRE	SUF	TD	TD Definition	TC Description	Max PP	Max YR	Top Flag	Accrue Flag
01			18	**Phased Mentoring**	**Regular Time**	0		Y	N
01	97		18	**Phased Mentoring**	**Regular Scuba Diving 175% (DOC** **WG Only)**	0		Y	N
01		1	18	**Phased Mentoring**	**Regular Time (7am-3pm) WG Shift 1**	0		Y	N
01	4	1	18	**Phased Mentoring**	**Regular Time (7am-3pm) 04% WG Shift 1**	0		Y	N
01	8	1	18	**Phased Mentoring**	**Regular Time (7am-3pm) 08% WG Shift 1**	0		Y	N

TC	PRE	SUF	TD	TD Definition	TC Description	Max PP	Max YR	Top Flag	Accrue Flag
01	15	1	18	Phased Mentoring	Regular Time (7am-3pm) 15% WG Shift 1	0		Y	N
01	25	1	18	Phased Mentoring	Regular Time (7am-3pm) 25% WG Shift 1	0		Y	N
01	50	1	18	Phased Mentoring	Regular Time (7am-3pm) 50% WG Shift 1	0		Y	N
01	70	1	18	Phased Mentoring	Regular Time (7am-3pm) 70% WG Shift 1	0		Y	N
01	99	1	18	Phased Mentoring	Regular Time (7am-3pm) 99% WG Shift 1	0		Y	N
01		2	18	Phased Mentoring	Regular Time (3pm-Midnight) WG Shift 2	0		Y	N
TC	PRE	SUF	TD	TD Definition	TC Description	Max PP	Max YR	Top Flag	Accrue Flag
01	4	2	18	Phased Mentoring	Regular Time (3pm-Midnight) 04% WG Shift 2	0		Y	N
01	8	2	18	Phased Mentoring	Regular Time (3pm-Midnight) 08% WG Shift 2	0		Y	N
01	15	2	18	Phased Mentoring	Regular Time (3pm-Midnight) 15% WG Shift 2	0		Y	N
01	25	2	18	Phased Mentoring	Regular Time (3pm-Midnight) 25% WG Shift 2	0		Y	N
01	50	2	18	Phased Mentoring	Regular Time (3pm-Midnight) 50% WG Shift 2	0		Y	N
01	70	2	18	Phased Mentoring	Regular Time (3pm-Midnight) 70% WG Shift 2	0		Y	N
01	99	2	18	Phased Mentoring	Regular Time (3pm-Midnight) 99% WG Shift 2	0		Y	N
01		3	18	Phased Mentoring	Regular Time (11pm-8am) WG Shift 3	0		Y	N
01	4	3	18	Phased Mentoring	Regular Time (11pm-8am) 04% WG Shift 3	0		Y	N

TC	PRE	SUF	TD	TD Definition	TC Description	Max PP	Max YR	Top Flag	Accrue Flag
01	8	3	18	Phased Mentoring	Regular Time (11pm-8am) 08% WG Shift 3	0		Y	N
01	15	3	18	Phased Mentoring	Regular Time (11pm-8am)15% WG Shift 3	0		Y	N
01	25	3	18	Phased Mentoring	Regular Time (11pm-8am) 25% WG Shift 3	0		Y	N
01	50	3	18	Phased Mentoring	Regular Time (11pm-8am) 50% WG Shift 3	0		Y	N
01	70	3	18	Phased Mentoring	Regular Time (11pm-8am) 70% WG Shift 3	0		Y	N
01	99	3	18	Phased Mentoring	Regular Time (11pm-8am) 99% WG Shift 3	0		Y	N
TC	PRE	SUF	TD	TD Definition	TC Description	Max PP	Max YR	Top Flag	Accrue Flag
01		4	18	Phased Mentoring	Regular Time (with 2 or more shifts) WG Shift 4	0		Y	N
01	4	4	18	Phased Mentoring	Regular Time (with 2 or more shifts) 04% WG Shift 4	0		Y	N
01	8	4	18	Phased Mentoring	Regular Time (with 2 or more shifts) 08% WG Shift 4	0		Y	N
01	15	4	18	Phased Mentoring	Regular Time (with 2 or more shifts) 15% WG Shift 4	0		Y	N
01	25	4	18	Phased Mentoring	Regular Time (with 2 or more shifts) 25% WG Shift 4	0		Y	N
01	50	4	18	Phased Mentoring	Regular Time (with 2 or more shifts) 50% WG Shift 4	0		Y	N
01	70	4	18	Phased	Regular Time (with 2 or	0		Y	N

				Mentoring	**more shifts) 70% WG Shift 4**			
01	**99**	**4**	**18**	**Phased Mentoring**	**Regular Time (with 2 or more shifts) 99% WG Shift 4**	**0**	**Y**	**N**
01		**5**	**18**	**Phased Mentoring**	**Regular Time (1st Shift + Sunday) WG Shift 5**	**0**	**Y**	**N**
01		**6**	**18**	**Phased Mentoring**	**Regular Time (2nd Shift + Sunday) WG Shift 6**	**0**	**Y**	**N**
01		**7**	**18**	**Phased Mentoring**	**Regular Time (3rd Shift + Sunday) WG Shift 7**	**0**	**Y**	**N**