

		United States Department of Agriculture Office of the Chief Financial Officer National Finance Center Government Employees Services Division
Functional Requirements Document (FRD)		
Project# 857084	Project Title: EmpowHR Multiple Actions in an Accession Pay Period	Date Prepared: 9/12/2014

Scope:	The scope of this project is to: 1. Allow EmpowHR to enter and send multiple PAR actions and Payroll Documents to Pine in one day. 2. If an Accession document is suspended, EmpowHR will notify the user that any other documents that may have been entered are in a pending status.
Assumptions:	
Test:	All functionality specified within the FRD will be validated by the Application Testing Branch (ATB) QA team.

Functional Requirements	
<input type="checkbox"/> Payroll Applications Systems Branch (PASB) Requirements	
"Not Applicable"	
<input checked="" type="checkbox"/> Personnel Applications Systems Branch (PESB) Requirements	
1. Update the 898/998 (Transfer From Mode/Transfer to New Payroll Provider) edit to allow the following NOAs to lay-down without the address being in place: <ul style="list-style-type: none"> a. 818 Admin Uncontrolled Overtime b. 819 Availability Pay c. 894 General Adjustment d. 810 Change in Differential (used for establishing Supervisory Differential) e. 815 Recruitment Bonus f. 816 Relocation Bonus g. 827 Retention Incentive 	
<input type="checkbox"/> Administrative Applications Systems Branch (AASB) Requirements	
"Not Applicable"	
<input type="checkbox"/> Payroll Web Systems Branch (PWSB) Requirements	
"Not Applicable"	

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

"Not Applicable"

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

1. Remove EmpowHR edit on Address/349 that prevents the document from processing in the same Pine pass.
2. Remove EmpowHR edit that prevents multiple PARs on the same Pine pass.
3. If the Accession action does not apply, EmpowHR shall notify the user and place the subsequent PAR actions in a Pending status.

Signature of Systems Requirements Branch Chief:

Date:

Dennis Laughlin /s/

9/12/2014

Signature of Web Requirements Branch Chief:

Date:

Alisa R. Wells /s/

9/12/2014