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

Functional Requirements Document (FRD)		
Project# 809123	**Project Title:** EmpowHR FEHB Enhancements	**Date Prepared:** 1/30/2015

The red text

Version 2.0   **As of: 8/20/2015**
(Note: The Agency Requesting Official will change the Version number and 'As of' date only when submitting a revised FRD, e.g. Version 1.0.1)

Scope:	The scope of this project is to make changes to the FEHB Payroll Documents 2809 and 2810. For Payroll Document 2809: • When an Enrollment is inserted on top of an existing row, all of the fields on the document will be cleared rather than being pulled forward. For Payroll Document 2810: • When the Transfer Action is set to "Transfer In", Dependent data and information on other insurance coverage will no longer be required. • When the Transfer Action is set to "Transfer Out", the "New Payroll OFC or Retirement" field will be required.
Assumptions:	
Test:	All functionality specified within the FRD will be validated by the Application Testing Branch (ATB) QA team.

Functional Requirements

☐ **Payroll Applications Systems Branch (PASB) Requirements**

"Not Applicable"

☐ **Personnel Applications Systems Branch (PESB) Requirements**

"Not Applicable"

Functional Requirements Document (FRD)		
Project# 809123	**Project Title:** EmpowHR FEHB Enhancements	**Date Prepared:** 1/30/2015

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

"Not Applicable"

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

"Not Applicable"

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

"Not Applicable"

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

1. If the Transaction Code field is set to "TransferIn" on the 2810, then Dependent data shall not be required.
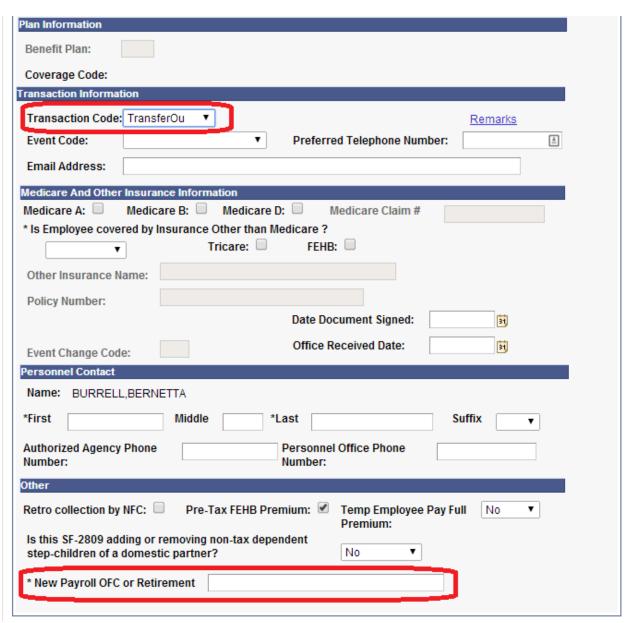
2. **If the Transaction Code field is set to "TransferIn" on the 2810, then the "Is Employee covered by Insurance Other than Medicare ?" field (Z_OTHER_INS_IND) shall not be required.**

Functional Requirements Document (FRD)		
Project# 809123	**Project Title:** EmpowHR FEHB Enhancements	**Date Prepared:** 1/30/2015

3. When the Transaction Code field is set to "TransferOu" on the 2810 the field "New Payroll OFC or Retirement" (Z_HB_PAYR_OFF) shall be used to capture the POI, and be marked as a required field, requiring a non-blank value.

4. When inserting a new health benefits documents (2809) on top of an existing record do NOT bring forward the prior rows data (i.e. all fields that were populated on the previous row will be cleared out on the new row).

Signature of Web Requirements Branch Chief:	Date:
Alisa R. Wells /s/	8/24/2015