



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

### Functional Requirements Document (FRD)

<b>Project#</b> 1088356	<b>Project Title:</b> History Correction across Agencies	<b>Date Prepared:</b> 04/16/2016
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**Version 1.0**

**As of: 04/16/2016**

<b>Scope:</b>	This FRD request will be done for all EmpowHR customers. The History Correction component shall be modified to allow Agencies the ability to process corrective actions for sub-agencies within the agency.
<b>Assumptions:</b>	<ul style="list-style-type: none"><li>• This functionality shall be available to any user with access to the History Override component.</li><li>• Terminology clarification: Entry, Processing, Inquiry and Correction System (EPIC) the functionality is labeled as History Correction Update Process (HCUP), however, EmpowHR it is labeled as: History Override on the Menu and History Correction within the component. For this FRD we will use the terminology as History Correction.</li></ul>

### 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"

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

"Not Applicable"

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

"Not Applicable"

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

**I. Background information:**

- Currently EPIC allows History Correction Packages for another Agency, but only within their same Department.
- EPIC does not require Row Level Security for access to the HCUP process. It determines if (1) owner or (2) action.
  - If owner (of Employee), then you can do the History Correction for another agency within the same Department.
  - If Action, you do not have access to the HCUP, but rather you were the last person to create an action.
- This request shall be a change that is made for the entire EmpowHR customer base.

**II. The EmpowHR History Override component shall change to function as does EPIC.**

- The following changes shall be done to allow EmpowHR to function as EPIC for History Correction Update Processing(HCUP):
  - These changes shall allow users to change another agency within the same Department's data on History override packages. Therefore, if the agency is the owner (of Employee), then they can perform the History Correction for another agency within the same Department.
  - This functionality shall be available to any user with access to the History Override component.
  - The History Override component will allow the user to start a History Override package for any PAR record that has the same Department (Company) code as the current PAR row.
  - EmpowHR retrieves the position data based on the user's Row Level Security (RLS).
  - Therefore, with these changes; for History Correction packages the user shall be able to change data on the PAR component for a prior agency (within the same Department) but shall not make changes on the Position Data fields if the user does not have row level security for the prior agency's position data.

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- o With this change, the position data can not be changed by the processing agency unless the position is owned by that agency and the processing agency has Row Level Security for that position data.

**For example:**

**Example #1:**

If an HR processor from the Department of Justice (Department code DJ) and from the DOJ headquarters (agency code HC) performs a History Correction package on a current DOJ employee who once was employed by DEA Agency (agency code DE) the package can occur by allowing changes to be made by the Headquarters HR processor to the Personnel Action (PAR data). However, Headquarters, agency HC will not be able to change any position data on the position that the employee had with DEA agency, because the position is secured by DEA Row level security permissions.

**Example #2**

If the Department of Justice (DJ) wanted to do a History Correction package on an employee from the Department of Agriculture (USDA- Department code AG) and from Agency code RMA this action cannot be performed because there is two different Departments involved; DOJ and USDA. The HCUP packages can only occur within the same Department.

**External Vendor Requirements**

"Not Applicable"

**Signature of Systems Requirements Branch Chief:**

**Date:**

**Signature of Web Requirements Branch Chief:**  
/S/ Alisa R. Wells

**Date:**  
05/02/2016