



Functional Requirements Document (FRD)

| Project# | Project Title: | Date Prepared: |
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| 72553 | NFC Missing Veterans Status Codes | 08/01/2023 |

| Version: | As of: |
|----------|--------|
| 1.0 | |

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| Scope: | The scope of this project is to update the Veterans Status Code drop-down list with statuses A - Veterans, ERA Unknown (Based on Veterans Preference), E - Exempt from Reporting, and Z - Not A Veteran (Assumption Based on Veterans Preference). |
| Assumptions: | <p>The agencies will determine who can use the new codes listed below.</p> <p>Table 025 for AD-350, Block 66 (Personnel Block and Description) will be updated as follows: AD-350-BLK-DATA-VALUE: A - Veteran, Era Unknown (BASED ON VETERANS PREFERENCE) E - Exempt from Reporting Z - Not A Veteran (ASSUMPTION BASED ON VETERANS PREFERENCE)</p> <p>Table 025 will be updated prior to project implementation to include the new values.</p> |

| <input type="checkbox"/> Payroll Applications Systems Branch (PASB) Requirements |
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| "Not Applicable" |

| <input checked="" type="checkbox"/> Personnel Applications Systems Branch (PESB) Requirements |
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| <p>PINE: Modify the system to accept the following veteran's status codes: A - Veteran, Era Unknown (BASED ON VETERANS PREFERENCE being equal to '2', '3', '4' or '6'). E - Exempt from Reporting, based on veterans' preference being equal to '1' or 'blank'. Z - Not A Veteran (ASSUMPTION BASED ON VETERANS PREFERENCE being equal to '1' or 'blank').</p> |

Administrative Applications Systems Branch (AASB) Requirements

"Not Applicable"

Payroll Web Systems Branch (PWSB) Requirements

EPIC:

The system will be modified to include the following codes to the Veterans Status drop-down list that identifies veterans:

- A – Veterans, ERA Unknown (Based on Veterans Preference)
- E – Exempt from Reporting
- Z – Not A Veteran (Assumption Based on Veterans Preference)

EPP, EPP Demo, EPP Mobile:

The systems will be modified to include the codes below on the Veterans Status Codes listing in the Vet Status & Preference tab:

- A – Veterans, ERA Unknown (Based on Veterans Preference)
- E – Exempt from Reporting
- Z – Not A Veteran (Assumption Based on Veterans Preference)

Insight:

The data dictionary PMSO / POS Obligated Employee / VETERAN_STATUS_CODE description will be modified with the following codes that identifies veterans in the Veterans Info section:

- A – Veterans, ERA Unknown (Based on Veterans Preference)
- E – Exempt from Reporting
- Z – Not A Veteran (Assumption Based on Veterans Preference)

Administrative Web Systems Branch (AWSB) Requirements

"Not Applicable"

Human Resources Applications Branch (HRAB) Requirements

EmpowHR:

Include the following codes to the Veterans Status drop-down list that identifies veterans in the Veterans Info section:

- A – Veterans, ERA Unknown (Based on Veterans Preference)
- E – Exempt from Reporting
- Z – Not A Veteran (Assumption Based on Veterans Preference)

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| <input type="checkbox"/> External Vendor Requirements |
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| "Not Applicable" |
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| Signature of Systems Requirements Branch Chief | Date: |
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| /s/ Deenna Altmeyer | 02/22/2024 |
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| Signature of Web Requirements Branch Chief | Date: |
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| /s/ Amanda Nguyen | 02/22/2024 |
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