



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

Functional Requirements Document (FRD)

Project#	Project Title:	Date Prepared:
80530	NFC FY25 NDAA-Rest Recuperation and Overseas Operations Leave	03/23/2026

Version:	As of:
1.0	N/A

Scope:	The Office of Personnel Management (OPM) has provided guidance to the National Defense Authorization Act (FY25 NDAA) for the rest and recuperation and overseas paid leave in the CPM 2025-09, Recent Pay and Leave- Related Legislative Changes in Section 7215 - Rest and Recuperation and Overseas Operations Leave. https://www.opm.gov/chcoc/latest-memos/recent-pay-leave-related-legislative-changes.pdf Use of these two new forms of leave is at the sole and exclusive discretion of the head of the employing agency. Due to the amendments to Chapter 9 of the Foreign Service Act of 1980 (22 U.S.C. 4081 et seq.), Section 7215 grants executive branch agencies the discretionary authority to provide qualifying employees the following two new forms of paid leave per leave year below. • Provide up to 20 days of paid leave for the purposes of rest and recuperation for those who are serving in a combat zone, any other high risk, high threat post, or any other location presenting significant security or operational challenges. • Provide up to 10 days of paid leave for those who are serving abroad for the purpose of local holidays. The National Finance Center (NFC) will create two new Transaction Descriptors (TD) to use with TC 66 - Administrative Leave to assist agencies with tracking the leave hours. The Transaction Descriptors (TD) below will be added to the NFC hosted GovTA application for DHS, DOJ, and USDA to be used on timesheets. • TC 66 Admin Leave, TD 49 - Rest and Recuperation Leave • TC 66 Admin Leave, TD 50 - Overseas Operations Leave ** Agencies with other front-end Time and Attendance (T&A) systems or GovTA version not hosted by NFC should advise their respective software vendors on system changes if needed.
Assumptions:	The NFC Contact Center (NCC) will add the Transaction Codes (TC) and Transaction Descriptors (TD) to the NFC GovTA hosted version.

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"

☒ Payroll Web Systems Branch (PWSB) Requirements

Submit support ticket to the NFC Contact Center (NCC) to add the requested transaction codes (TC) and transaction descriptors (TD).

☐ Administrative Web Systems Branch (AWSB) Requirements

"Not Applicable"

☐ Human Resources Applications Branch (HRAB) Requirements

"Not Applicable"

☐ External Vendor Requirements

"Not Applicable"

Signature of Systems Requirements Branch Chief	Date:
N/A	N/A

Signature of Web Requirements Branch Chief	Date:
/s/ Amanda Nguyen	03/25/26