



National Finance Center CAPPS Notification

UPDATE: 2019 Retroactive Pay Raise

May 20, 2019

Reference Number: NFC-1558035959

Dear Customer:

The National Finance Center (NFC) is continuing to provide guidance and support for the processing of the 2019 retroactive pay adjustments. Since many Agencies are still working to process History Correction Update Processing (HCUP) System packages in support of their 894 pay adjustment actions, NFC has extended the May 17, 2019, deadline for three additional Pay Periods (PP). Agencies can continue processing HCUP packages through week 1 of PP13, 2019 (i.e., June 28, 2019). Please note this is the last week of processing for PP12, 2019.

Agencies can move forward with non-pay raise-related processing of corrected Time and Attendance (T&A) records or the processing of late personnel actions that will generate revalidated T&As. However, for those employees that have a PP01, 2019 through current T&A which hit the bi-weekly cap or maximum overtime rate, the T&A will not process systematically. The T&A will go to ADJP suspense and revalidated T&As will need to be handled manually by NFC's Payroll Operations Branch. Corrected T&As should be resubmitted by the Agency beginning in PP13, 2019 for those to be processed systematically.

[Attached](#) is the revised 2019 Retroactive Pay Raise Activities TIMELINE that identifies the resumption of normal non-pay raise-related processing activities on May 20, 2019, and the extension for processing HCUP packages through June 28, 2019.

Initial spreadsheets were provided that identified the outstanding HCUP packages to be processed by the Agencies. NFC will provide updated spreadsheets the week of May 20th.

Please be reminded that the temporary Command Center is still operational and Subject Matter Experts are available to handle questions regarding HCUP package processing through Friday, May 24, 2019. See the April 10, 2019, Customer Notification (via the link below) for the details on contacting the Command Center for assistance:

https://nfc.usda.gov/ClientServices/HR_Payroll/PayRaise/notifications/041019-CommandCenter.pdf.

Customer satisfaction is our main goal and we want to ensure that all employees are made whole according to the guidelines set forth by the Office of Personnel Management for this effort.

If you have any questions/comments regarding this notification, please send an email to the Annual Pay Raise Mailbox, Annual.PayRaise@usda.gov.

Thank You,

2019 Retroactive Pay Raise Team