

## EmpowHR - Calendar Year (CY) 10 - Pay Period (PP) 20 (Release 6) Release Notes

Effective Pay Period 20 (September 26, 2010), the following changes will be implemented in the *EmpowHR* system. A high-level summary of the changes is reflected in the table below. The detailed documentation on these changes can be found in the *EmpowHR* procedure. To view the procedure, go to the NFC home page ([www.nfc.usda.gov](http://www.nfc.usda.gov)) and click the **Publications tab**. Then on the right-hand Quick Picks menu, click **Procedures By Acronym**, and search for *EmpowHR*.

The summary table references the System Change Request number, the section modified in the procedure manual, and a brief description of the change.

System Change Request (SCR)	<i>EmpowHR</i> Procedure Section Number Updated	Application Modification
80254	N/A	<p>New <b>NOA</b> codes will be added to the EmpowHR <b>Setup Tables</b> for the processing of employees who are detailed or entitled to Quarters Deductions.</p> <p>The new Nature of Actions effective on 09/12/2010 are as follows:</p> <ul style="list-style-type: none"> <li>■ 930 Detail NTE (Description Change)</li> <li>■ 931 Ext of Detail NTE</li> <li>■ 932 Term of Detail NTE</li> <li>■ 939 Change in Quarters Deductions</li> </ul> <p><b>Note:</b> NOAC 930, Change in Quarters Deductions, has been replaced by NOAC 939, Change in Quarters Deductions.</p> <p>The following NOACs will no longer be valid:</p> <ul style="list-style-type: none"> <li>■ 922/Detail NTE</li> <li>■ 922/ZVC and Auth: 600–608</li> <li>■ 923/EXT of Detail NTE</li> <li>■ 923/ZVC and Auth: 600–608</li> <li>■ 924/Term of Detail NTE</li> <li>■ 924/ZVC and Auth: 600–608</li> <li>■ 978/Mass Change Detail NTE</li> </ul> <p><b>Note:</b> The new NOACs will have the same edits as the corresponding “old” NOACs. All Legal Authorities for the Nature of Actions 922, 923, and 924 will no longer be valid.</p>
80377	Position Management>Occupational Series USF, Section 4	This modification will allow multiple <b>PATCO</b> Codes for a single <b>Occupational Series</b> Code.
90261	N/A	<i>EmpowHR</i> transmission jobs will be added to the automated scheduler. This will allow the NFC Scheduling Department to monitor the transmission jobs.

System Change Request (SCR)	<i>EmpowHR</i> Procedure Section Number Updated	Application Modification
90541	N/A	<p>To maintain the integrity of History data, a new security role will be created in the <b>Position Management</b> menu option (CAMS PMSO Cor) that will display the <b>Correction</b> button for those users who have the new role.</p> <p>Users that do not have the new role will be forced to create a new row for any changes/modifications to ensure an accurate historical row and decrease user errors.</p>
90639	N/A	<p>New <b>Award Codes</b> will be added to the Award Code Look Up on the Award Data page for performance based Time Off Awards. The performance based Time Off award codes are as follows:</p> <p>C066 - <b>Individual Time Off Award</b></p> <p>C067 - <b>Group Time Off Award</b></p> <p><b>Note:</b> C066 can only be used with NOAC 846 and C067 can only be used with NOAC 847 or an error message will occur stating that the NOA/Auth code is not compatible with the award code.</p>
00161	Employee Self Service, Section 8	<p>In <b>Employee Self Service &gt; Tasks &gt; Performance</b>, the Rating and Review pages will be modified to make the <b>Accomplishments</b> field display only after the Manager has entered the employee's accomplishments and sent them to the employee for review.</p> <p>The Performance Summary Rating page will be modified to make the <b>Standards</b> and <b>Accomplishments</b> fields display only after the Summary Rating is Concurred by the Reviewer.</p> <p>The Performance Plan page will be modified to make the <b>Standards</b> and <b>Accomplishments</b> fields display only after the Summary Rating is Concurred by the Reviewer.</p> <p>The Performance Progress Review page will be modified to make the <b>Standards</b> and <b>Accomplishments</b> fields display only after the Progress Review is marked Viewed/Discussed by the Employee.</p>
00273	N/A	<p>This modification will allow locality pay for TSA employees who are in the <b>Pay Plan sw</b> and are in one of the applicable non-foreign areas with a Personnel Action <b>Effective Date</b> later than <b>01/02/2010</b>. This locality pay will be included in the adjusted salary. All other <b>Pay Plan sw</b> employees will continue to be ineligible for locality pay.</p> <p>In addition, the adjusted salary for <b>Pay Plan sv</b> will be modified not to exceed \$172,550 with a Personnel Action <b>Effective Date</b> later than <b>01/02/2010</b>. For Personnel Actions with an <b>Effective Date</b> prior to <b>01/03/2010</b> the adjusted salary cap for employees based on the EX-3 salary level will continue to be applied.</p>
00402	N/A	<p>Employees in Guam are only required to have Federal Tax withheld; therefore <b>EmpowHR</b> will be modified to prevent the entry of Guam State Tax documents.</p>

System Change Request (SCR)	<i>EmpowHR</i> Procedure Section Number Updated	Application Modification
00422	Payroll Documents, Section 6	<p>This modification will allow future dated Health Benefits documents to be processed and put in the <b>Rdy-Future</b> status where users will be able to view their processed Health Benefits documents. The <b>FEHB Carrier</b> indicator will be updated to what is on the file.</p> <p>The <b>Override Code</b> field will be added to the <b>Health Benefits</b> page.</p>
00482	N/A	<p>The Export process will be modified for details that are entered on the <b>PAR Processing &gt; HR Processing &gt; Job Tab &gt; Detail</b> link in <i>EmpowHR</i>.</p>