



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:
77411	NFC EPP Security Changes for Banking Information	8/9/2024

Version:	As of:
1.0	

Scope:	<p>The scope of the project is to add a security enhancement to the NFC Employee Personal Page (EPP) when user requests to unmask PII data under Preferences or change banking information using the following Self-Service under Personal Info - Direct Deposit, Financial Allotments, Health Savings Account (HSA), and Discretionary Allotments. User will be required to enter an additional Multi-Factor Authentication (MFA) one-time passcode (OTP) during submission of the request to unmask PII data or change banking information.</p> <p>This additional security will only affect user logging in via an EPP userID and password with a one-time passcode (OTP). User logging into EPP via PIV/Login.gov will not be prompted for the additional MFA OTP.</p>
Assumptions:	<p>Employee should access the MyEPP website at https://www.nfc.usda.gov/EPPS/, or via the Application Launchpad on the NFC Web site at www.nfc.usda.gov.</p> <p>A Customer Notification (CN) will be sent to notify users of the additional MFA OTP when requesting to unmask PII data or changing banking information.</p>

Functional Requirements

<input type="checkbox"/> Payroll Applications Systems Branch (PASB) Requirements
"Not Applicable"
<input type="checkbox"/> Personnel Applications Systems Branch (PESB) Requirements
"Not Applicable"
<input type="checkbox"/> Administrative Applications Systems Branch (AASB) Requirements
"Not Applicable"

Changes to this document are not allowed. If you do not concur with the requirements outlined in the FRD, please provide details to your Customer Service Representative.

Payroll Web Systems Branch (PWSB) Requirements

EPP/EPP Mobile:

Add an additional Multi-Factor Authentication (MFA) one-time passcode (OTP) when user submits the following requests:

- To unmask PII under the Preferences page. Also send an email to notify user of the change request.
- Update to banking information using the following Self-Service under Personal Info - Direct Deposit, Financial Allotments, Health Savings Account (HSA), and Discretionary allotments (if applicable).

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

Signature of Web Requirements Branch Chief

Date:

/s/ Amanda Nguyen

8/12/2024

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