

Payroll/Personnel System - Calendar Year (CY) 11- Pay Period (PP) 12 Release Notes

Effective Pay Period 12, 2011, the following agency-specific and community-wide changes will be implemented in the Payroll/Personnel System. The high-level summary table shown below references the project number, identifies whether the project is an agency-specific or community-wide change, project title and a brief description of the change.

Projects marked with an asterisk (*) are available for testing in the User Acceptance Testing (UAT) environment.

More detailed documentation will be available in the applicable procedure. To view the procedure, go to the National Finance Center's (NFC) home page (www.nfc.usda.gov) and click the **Publications** link. On the right-hand Quick Picks Menu, click **Procedures By Acronym**, and search for the applicable procedure.

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| Project Number | Agency-Specific or Community-Wide | Project Title | Description of the Change |
| 00165 | Community-Wide | Standard Form (SF) 113 Quarterly Reporting | The Employment Reporting System will be modified to generate the SF-113A, Monthly Report of Federal Civilian Employment, and SF-113G, Monthly Report of Full-Time Equivalent/Work-Year Civilian Employment, reports on a quarterly basis and in a specific format, as per the Office of Personnel Management's (OPM) requirement. The quarterly SF-113A and SF-113G reports will be available in the Reporting Center (RPCT) and mailed to agencies that currently receive these monthly reports through this process. |
| 00186 | Community-Wide | New Payroll Personnel System (PPS) Application Access Report - NFC Reporting Center | System modifications will be made to add the PPS Access Reports to the Security Reports Category on the Reporting Center User Access Setup Screen. Initially, the file will include data for the Payroll/Personnel Inquiry System (PINC), Entry, Processing, Inquiry, and Correction System (EPIC), Information/Research Inquiry System (IRIS), Time Inquiry-Leave Update System (TINC), and Position Management System (PMSO), applications. The access to this report will be restricted by zone, division, and department. Additionally, the users will need access to "Sensitive" data in order to view the PPS Access Report. |

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| Project Number | Agency-Specific or Community-Wide | Project Title | Description of the Change |
| 00202* | Community-Wide | Exclude Administratively Uncontrollable Overtime (AUO) from Life Insurance Coverage Amounts for All Special Employee Code (SEC) 08 Employees | The system will be modified to exclude AUO from the base pay calculation for life insurance purposes for all employees coded as SEC 08 employees regardless of their associated agency. Currently the system excludes the AUO from the base pay calculation for SEC 08 employees for only specific agencies. |
| 00319 | Community-Wide | Veteran Preference and Status Information on the Employee Personal Page (EPP) | The EPP will be modified to add a new screen that will display current information for Veterans Preference, Veteran Status and Veterans Preference for Reduction In Force (RIF), as read-only data for employees who have access to EPP. The Veteran's preference and status information will be extracted from the PPS database. Messages will be added to instruct employees to view the information and take applicable action, if needed. |
| 00412 | Agency-Specific | PAYTA Data Dump Bi-Weekly for specified agencies | A bi-weekly PAYTA file will be produced to provide current pay period data, including employee deductions and agency contributions for specified agencies. |
| 00430 | Community-Wide | Executive Dashboard for Reporting Center Reports | The Reporting Center will feature a Dashboard providing managers immediate information on agency specific Human Resource statistics. Data will be available in categories such as Position Management, Personnel Profiles, Awards, Hours/Wages, and Leave. (Note: This project was formerly identified on the Payroll/Personnel System, Pay Period 4/Calendar Year 2011 Release Notes; however, due to an unforeseen circumstance this project was not released in Pay Period 4.) |
| 00497 | Community-Wide | Michigan City Taxable Income | System modifications will be made to implement changes to the tax formulas for the Michigan City tax. The tax formula calculations will be modified to make Flexible Spending Account (FSA) - Health Care Account (HCA) withholdings non-taxable. Federal and Non-Federal FSA - HCA Plan codes FH, HC, 49, 53, 55, 72, and 83, will be non-taxable when calculating Michigan City tax. |
| 00527 | Community-Wide | EPP Enhancements | The usability and appearance of EPP will be enhanced. The sign-up icon for new employees will be located in the Login box. The EPP Demo page will also be available on the Login page. |

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| Project Number | Agency-Specific or Community-Wide | Project Title | Description of the Change |
| 00598* | Community-Wide | Change to Option B Coverage Amount for employees under the Customs Officer Pay Reform (COPR) Act | System modifications will be made to correct the calculation of Federal Employees Group Life Insurance (FEGLI) Option B - Additional coverage Amount for Customs Officers under the COPR Act. Overtime paid at double rate and commute overtime at a triple rate will be added to the annual salary amount when computing the FEGLI Option B - Additional coverage amount. |
| 00607 | Agency-Specific | Law Enforcement Availability Pay (LEAP) Premium Pay Cap for Transportation Security Administration (TSA) | System modifications will be made to increase the LEAP Pay Cap rate to \$6,614.40, for TSA employees under the Department HS, Agency TA, Occupational Series 1801 and 1811, Pay Plan SV, Grades 10 and 11 with Special Employee Code 26. |
| 00609 | Community-Wide (implementation completion by end of Fiscal Year 2012) | Converting Non-Federal Reports To Reporting Center | The Reporting Center will be updated with non-Federal retirement, life and health insurance plans information reports for agency use. This will eliminate the need to mail a hard copy of non-Federal benefit reports containing PII data to Federal agencies and their third party vendors. |
| 00624 | Agency-Specific | Electronic Transmission of Payroll Accounting System (PACS) Report 46506 | An electronic data file populated with information for the Office of the Comptroller of the Currency (OCC) from the PACS Report 46506 will be created for the OCC. |
| 00626 | Community-Wide | Modification of ERI Description in EPP and EPIC | Modifications will be made to the ERI descriptions displayed on the EPIC's personnel action screens. The ERI descriptions currently display as: Hispanic, Native American, Asian, African American, Hawaiian Pacific Islander, White. They will be modified to display as: Hispanic or Latino, American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, White. |
| 00631 | Community-Wide | New York City Taxable Income | System modifications will be made to implement changes to the tax formulas for the New York City tax. The tax formula calculations will be modified to make Flexible Spending Account (FSA)-Health Care Account (HCA) withholdings non-taxable. Federal and Non-Federal FSA-HCA Plan codes FH, HC, 49, 53, 55, 72, and 83, will be non-taxable when calculating New York City tax. |

| Project Number | Agency-Specific or Community-Wide | Project Title | Description of the Change |
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| 00670 | Agency-Specific | Security Entry and Tracking System (SETS) Software Change for Agency CE | System modifications will be made to allow the Agency Code "CE" to be an option for selection in the Agency field on the Employee Details screen within SETS. |
| 10211 | Community-Wide | Revised OPM SF-256 Self-Identification of Disability Form | To comply with OPM's revised SF-256, Self-Identification of Disability, dated July 2010, system modifications will be made to PPS, <i>EmpowHR</i> , EPP, EPIC, IRIS and RPCT to recognize several new disability designations that were added, similar disabilities that were combined/given new codes, and description changes. Additionally, all "Handicap" verbiage must be changed to "Disability". |
| 10253 | Agency-Specific | Consumer Financial Protection Bureau (CFPB) Board Retirement Plan 97 | The system will be modified to allow entry of a new non-Federal Retirement Plan "97" for CFPB employees who have a Retirement Coverage Code of 5 and POI 2743. The plan will have a mandatory 7% deduction rate and will be "post tax" (non-deferred). |
| 10255* | Agency-Specific | CFPB Non-Federal Life and Accident Plan – CL and CA | New non-Federal Life and Accident Plan codes, CL and CA, will be established in the system for CFPB, Agency FT. The non-Federal Life plan code CL, will be modeled after plan "45" for OCC, Agency AJ, except there will be no special provision for executives, or any other group of eligible employees. The non-Federal Accident Plan code CA, will be modeled after plan "46" for OCC, Agency AJ. |
| 10263 | Agency-Specific | Modification of PACS Carrier Report | Modifications will be made to the RPCT for the Smithsonian Institution, (Agency 70, 71, 72, and 73), to allow users to select a Personnel Office Identifier (POI) when running the PACS 4514 Carrier Report. |
| 10287 | Agency-Specific | Federal Employees Health Benefits (FEHB), Thrift Savings Plan (TSP) Form TSP 1, Election Form and Form TSP1C, Catch-Up Contribution Election, Interface files for POI 1617 and 1798 | NFC will transmit an electronic Official Personnel Folder (eOPF) file submission to include FEHB, Form TSP 1, Election Form and Form TSP1C, Catch-Up Contribution Election, information for the Department of Commerce (CM), POIs 1617 and 1798. |
| 10346 | Community-Wide | Puerto Rico 401K Annual Maximum Employee Contribution Amount Increase to \$10,000 | Modifications will be made to the EPP and SPPS to allow the new Puerto Rico 401K maximum annual employee contribution amount of \$10,000. |

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| Project Number | Agency-Specific or Community-Wide | Project Title | Description of the Change |
| See Description Column | Community-Wide | ALLTAX changes for various state/city/county taxes | <p>System modifications will be made to implement changes to the tax formulas for various state/city/county taxing entities as shown below.</p> <p>Arizona State Income Tax Withholding (Project 10239)</p> <p>Maine State Income Tax Withholding (Project 10279)</p> <p>Rhode Island State Income Tax Withholding (Project 10293)</p> <p>District of Columbia Tax Withholding (Project 10409)</p> <p>Puerto Rico Tax-Withholding (Project 10410)</p> |