

UNIFIED NASA INFORMATION TECHNOLOGY SERVICES (UNITES)

**NASA PERSONNEL PAYROLL SYSTEM
(NPPS)
INCIDENT REPORTING INFORMATION
SYSTEM (IRIS)
INTERFACE DEFINITION AGREEMENT (IDA)**

Version 1.0

May 21, 2004



National Aeronautics and _____
Space Administration

Marshall Space Flight Center _____
Huntsville, Alabama

NPPS / IRIS IDA

**NASA Personnel Payroll System (NPPS) –
Incident Reporting Information System (IRIS)
Interface Definition Agreement (IDA)**

May 21, 2004

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Preface

This document is under configuration control of the Marshall Space Flight Center (MSFC) Consolidation Center (CC) SESAAS Configuration Management Plan. Once baselined, changes to this document will be made by approved NASA Change Control Requests (1620 Form). Questions concerning this document should be addressed to:

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1.0 PURPOSE

The purpose of this Interface Definition Agreement (IDA) is to define the interface between the NASA Personnel/Payroll System (NPPS) and the Incident Reporting Information System (IRIS), a client-server commercial off-the-shelf (COTS) package. The IDA forms the baseline specification to be implemented by the NPPS and IRIS.

2.0 ROLES AND RESPONSIBILITIES

This section outlines at a high level the responsibilities that the MSFC Consolidation Center (CC) Sustaining Engineering Support for Agencywide Administrative Systems (SESAAS) Team, the IRIS Support Team, and the NPPS Operational Support Team are accountable for in developing and maintaining this interface. These roles and responsibilities include:

SESAAS will be responsible for:

- The mainframe software application and documentation required to extract the NPPS data, identified in Appendix A, further manipulate the data, and provide an interface file containing the NPPS data to the IRIS support Team for import into the IRIS.
- Physical configuration management control over the above software and this document.

IRIS Support Team will be responsible for:

- Software and documentation required to receive the NPPS data and import it into the IRIS.
- IRIS operational support.

NPPS Operational Support Team will be responsible for:

- Coordinating and executing the bi-weekly job stream(s) necessary to export the NPPS to IRIS interface files.
- Providing data evaluation support during the extraction of the appropriate NPPS data elements (Appendix A).

The Organizations listed above will approve this document in its final form, and these Teams will be available to answer questions and resolve

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interface issues concerning this IDA. All changes to the final form of this IDA will be documented in the Document Change Record.

3.0 NASA CC REQUIREMENTS

SESAAS will generate and maintain the software and JCL necessary to export NPPS information to the Agency IRIS. NPPS personnel information will be placed in the file(s) identified below and transmitted to the Agency IRIS server for input into the IRIS database on a biweekly basis.

AGAOH.NPPSPP.IRIS.OUT (Personnel data)
AGAOH.NPPSPP.IRIS.HEADCNT (Civil Servant Headcount Data).
AGAOH.NPPSPP.IRIS.ORG (Organization Data)

4.0 DATA FORMAT

Variable record length, field delimited, ASCII character files will be generated.

5.0 FILE FORMAT

The NPPS/IRIS interface file(s) and record format(s) are defined in Appendix A. General formatting standards or criteria used for this interface file will be as follows:

- A column-oriented, variable record length, ASCII character flat file
- Character fields will be left justified and compressed (no filler space) to the right
- Unpopulated data items will be compressed (no filler space)
- An ASCII carriage return will be used to mark the end of a record.
- Fields will be separated / delimited with the tilde character “~”

6.0 MECHANISM

NPPS is a mainframe application that was written using the NATURAL programming language. This application runs against the ADABAS Database Management System (DBMS).

IRIS is a Web-based ASP system running on Dell Windows 2000 Advanced server.

The mechanism for completing the interface requirements will be as follows:

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- A NPPS job will be executed on a bi-weekly basis to extract the data elements defined in Appendix A, and place the resulting files on an approved server for import into the IRIS system.

7.0 ERROR HANDLING

SESAAS and the IRIS Support Group will be responsible for resolving any data exchange errors or exceptions. Errors involving the data contents of the interface files will be handled with cooperation between SESAAS, the NPPS Operational Support Team, and the IRIS Support Group. The NPPS Operational Support Team will be responsible for resolving any data exchange (extract, transmission, & upload) exceptions. See Appendix C for a list of the Primary Points of Contact.

8.0 SECURITY

The data file being interfaced contains data that are subject to the Privacy Act, and its transfer must be secure. The files shall be transmitted from the NPPS / NASA Automated Data Processing (ADP) Consolidation Center (NACC), via a secure proxy server, to the Agency IRIS server via secure FTP (File Transfer Protocol).

9.0 SPECIFIC REQUIREMENTS OF FILES

Each file transmitted shall be a sequential file (flat file) and shall consist of detail records, and trailer records as defined in Appendix A. The data elements for the detail records and trailer records (if any) for each file are also defined in Appendix A.

AGAOH.NPPSPP.IRIS.OUT (Personnel data)

- Selection Criteria – All NASA employees that are not separated (PER-DTYSTS NE 'Z') from the Personnel Master File.
- Sort Criteria - Data will be sorted by CENTER THEN BY SSN.

AGAOH.NPPSPP.IRIS.HEADCNT (Civil Servant Headcount Data).

- Selection Criteria – All NASA employees that are not separated (PER-DTYSTS NE 'Z') from the Personnel Master File.
- Sort Criteria – Data will be sorted by CENTER, THEN BY a derived LOCATION (see NOTE 1) THEN by ORGANIZATION CODE.

AGAOH.NPPSPP.IRIS.ORG (Organization Data)

- Selection Criteria – All NASA employees that are not separated (PER-DTYSTS NE 'Z') from the Personnel Master File.

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- Sort Criteria – File is sorted by CENTER THEN by ORGANIZATION CODE.

10.0 EXCHANGE MODEL

The *exchange model* is defined as the set of data exchanged between applications, the business rule directing the behavior of the data, and the metadata that describes the interface touch points. The exchange model documents, for each interface touch point, the source (originating) application and the target (data recipient) application. The metadata provides information describing the functional and technical areas of the interface. The specifics of the exchange model are included in Appendix B.

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APPENDIX A – NPPS TO IRIS INTERFACE FILE FORMAT

AGAOH.NPPSPP.IRIS.OUT (Personnel data)				
Field NUM	Description	Max Length	SOURCE NPPS FileName.ElementName	Comments
1	Employee's Last Name	25	NPS2-PER-MASTER.PER-NAMELAST	
2	Employee's First Name	20	NPS2-PER-MASTER.PER-NAMEFIRST	
3	Employee's Middle Initial	15	NPS2-PER-MASTER.PER-NAMEMIDDLE	
4	Location	20	Derived	See Note 1
5	UUPIC	9	NPS2-PER-MASTER.PER-UUPIC	
6	Employee Status	1	NPS2-PER-MASTER.PER-DTYSTS	Always a "1"
7	Employee's Assigned Organization	11	NPS2-PER-MASTER.EMPL-ORG-ASGND-CODE	
8	Employee's Organization Description	35	NPS2-ORG-TBL.ORG-REM1	
9	Civil Servant or Contractor	1	Default of "1" for NASA Civil Servants	Default all to "1"
10	Shift Code – Set to 1, 2 or 3	1	Labor Cost File / Labor_Cost_Detail_Data	Blank=1, 2=2,3=3 – (use 1st record)
11	Employee's E Mail Address	60	Not Available	
12	Employee's Phone Number	20	Not Available	
13	Employee's Fax Number	20	Not Available	
14	Employee's Mail Stop	125	Not Available	
15	Employee's Building ID	50	Not Available	
16	Unique X500 Identifier	10	Agency Emp Info File / AGENCY_EMP_INFO	
17	Contractor Code	10	Not Available	
18	Network code	25	Not Available	
19	Cell Phone	25	Not Available	
20	Contractor Name	100	Not Available	
21	Building Description	100	Not Available	
22	Department Number	10	Not Available	
23	Department Description	50	Not available	
24	Employee's Sex	1	NPS2-PER-MASTER.PER-SEX	
25	Supervisor Name	130	Not Available	
26	Supervisor Email	100	Not Available	
27	Employee's Date of Hire	10	NPS2-PAY-MASTER.PAY-EOD-DATE	
28	Employee's Date of Birth	10	NPS2-PER-MASTER.PER-BIRTHDTE	
29	Employee's Job Title	37	NPS2-PER-MASTER.PER-NASATTL or NPS2-PER-MASTER.PER-OPMTTL	
30	Employee's Street Address	50	NPS2-ADDRESS-FILE.ADDR-HOME-1	
31	Employee's City	24	NPS2-ADDRESS-FILE.ADDR-HOME-CITY	
32	Employee's State	2	NPS2-ADDRESS-FILE.ADDR-HOME-STATE	
33	Employee's Zip Code	9	NPS2-ADDRESS-FILE.ADDR-HOME-ZIP	
34	Employee's Pager	25	Not Available	
35	Employee's last HR Update Date	10	Not Available	
36	Employee's Emergency Contact Name	100	Not Available	
37	Employee's Emergency Contact Address	100	Not available	
38	Employee's Emergency Contact Phone	25	Not Available	
39	Employee's Emergency Contact Alternate Phone	25	Not Available	
40	Employee's Grade Level	2	NPS2-PAY-MASTER.PAY-GRADE	
41	Employee's Grade Step	2	NPS2-PAY-MASTER.PAY-STEP	
42	Employee's Duty Station Code	9	NPS2-PER-MASTER.PER-DTYSTN	
42	Employee's Duty Station Address	100	Not Available	

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AGAOH.NPPSPP.IRIS.OUT (Personnel data)				
Field NUM	Description	Max Length	SOURCE NPPS FileName.ElementName	Comments
43	Employee's Duty Station City	50	Not Available	
44	Employee's Duty Station State	50	Not Available	
45	Employee's Duty Station Zip	15	Not Available	
46	Employee's Spouse	1	Not Available	1=Yes 2=No
47	Employee's Children under 18	1	Not Available	1=Yes 2=No
48	Employee's Other Dependents	1	Not Available	1=Yes 2=No
49	Employee's Retirement Coverage	25	Derived from NPS2-PAY-MASTER.PAY-RET-FICA-CODE	See Note 2
50	Employee's Pay Rate	7 (4.3)	Derived from either: NPS2-PER-MASTER.PER-SAL-HOURLY or NPS2-PAY-MASTER.PAY-RATE-ANN-DAY / 2087 (paid annually) or NPS2-PAY-MASTER.PAY-RATE-ANN-DAY / 8 (paid daily)	Explicit decimal
51	Employee's Pay Rate Metric	1		Always send "1" 1=Hourly 2=Weekly 3=Monthly 4=Yearly
52	Employee's Occupational Category	1	Not Available	B=Blue Collar M=Mixed Collar P=Professional A=Administrative T=Technical C=Clerical

Trailer record - AGAOH.NPPSPP.IRIS.OUT		
Line No.	Line – Description	Format
1	Hard coded "***RECORD_COUNT:" followed by the Count of Records/Lines	X(05)
2	Hard coded "***date:" followed by current date in format of MM-DD-YYYY	A(10)

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HEADCOUNT FILE - AGAOH.NPPSPP.IRIS.HEADCNT

AGAOH.NPPSPP.IRIS.HEADCNT (Civil Servant Headcount Data)					
Field NUM	Description	Data Type	Length	SOURCE NPPS FileName.ElementName	Comments
1	Site (Location)	A	20	Derived from NPS2-PER-MASTER.PER-DTYSTN	Format: SEE NOTE 1
2	Year	A	4	NPS2-PAYCTL-TABLE.CTL-DATE	Format: yyyy (2004)
3	Month	A	2	NPS2-PAYCTL-TABLE.CTL-DATE	Format: mm (03)
4	Org Code	A	11	NPS2-PER-MASTER.EMPL-ORG-ASGND-CODE	
5	Total Empl. Count for Org	N	10	Computed	Headcount for BW period – Calculated via Note A
6	Base Hours	N	10	Computed	Biweekly Hours – Calculated via Note B
7	Overtime Hours	N	10	Computed	Biweekly Hours – Calculated via Note C
8	Annual Hours	N	10	Computed	Biweekly Hours – Calculated via Note D
9	Sick Hours	N	10	Computed	Biweekly Hours – Calculated via Note E
10	Comp Time Hours	N	10	Computed	Biweekly Hours – Calculated via Note F
11	Total Exposure Hours for Employee	N	10	Computed	Biweekly Hours – Calculated via Note G
12	Work-related Miles Driven by Org	N	10	Not Available	Miles Driven
13	Work-related Hours Flown by Org	N	10	Not Available	Hours Flown
14	Tort Claims	N	10	Not Available	Tort Claims

NOTE A: HEADCOUNT – Count of Employee SSNs meeting Headcount File Selection Criteria.

NOTE B: MANHOURS – For Headcount File Selection Criteria – Total all PAY_CODE_HOURS for PAY_CODE = “010” + '020" + "024" + "025" + "02F" + "AF*" + "081" + "085" + "08B" + "08F" + "08S" + "LS3" + "LS7" + "08A" + "FF2" + "FFF" + "FFI" + "030" + "034" + "038" + "03F" + "SF*" + "LS1" + "LS5" + “041” + “043” + “050” + "051" + "052" + "055” + '060' + '061' + '068' + '06A' + 'ALR' + “069” + “070” + '160' + '164' + '166' + '168' + '16L' + '16N' + 16Q' + '16S' + '16U' + '16W' + '16Y' + “30C” + “231”

NOTE C: OVERTIME_HOURS - For Headcount File Selection Criteria – Total all PAY_CODE_HOURS for PAY_CODE = '110' + 'FLS'.

NOTE D: ANNUAL_LEAVE_HOURS - For Headcount File Selection Criteria – Total all PAY_CODE_HOURS for PAY_CODE = '020" + "024" + "025" + "02F" + "AF*" + "081" + "085" + "08B" + "08F" + "08S" + "LS3" + "LS7" + "08A" + "FF2" + "FFF" + "FFI".

NOTE E: SICK_LEAVE_HOURS - For Headcount File Selection Criteria – Total all PAY_CODE_HOURS for PAY_CODE = "030" + "034" + "038" + "03F" + "SF*" + "LS1" + "LS5".

NOTE F: COMP_LEAVE_HOURS - For Headcount File Selection Criteria – Total all PAY_CODE_HOURS for PAY_CODE = “041”

NOTE G: TOTAL_EXP_HOURS - For Headcount File Selection Criteria – Total MANHOURS plus Total OVERTIME_HOURS minus Total ANNUAL_LEAVE_HOURS minus Total SICK_LEAVE_HOURS.

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Line No.	Line – Description	Format
1	Hard coded “***RECORD_COUNT: ” followed by the Count of Records/Lines	X(05)
2	Hard coded “***START_DATE: “ followed by PAY_PERIOD_BEGIN_DATE (from PAY_PERIOD_DIM) in format of MM-DD-YYYY	A(10)
3	Hard coded “***END_DATE: “ followed by PAY_PERIOD_END_DATE (from PAY_PERIOD_DIM) in format of MM-DD-YYYY	A(10)

ORG TABLE FILE - AGAOH.NPPSPP.IRIS.ORG

AGAOH.NPPSPP.IRIS.ORG (Organization Data)				
Field NUM	Description	Lgth	SOURCE NPPS FileName.ElementName	Comments
1	Center ID	A(4)	Derived from center in TSO JCL input parameter.	SEE NOTE 3
2	Organizational Code	A(11)	NPS2-ORG-TBL.ORG-KEY	Pos 7 – 11
3	Organizational Title	A(35)	NPS2-ORG-TBL.ORG-REM1	

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NOTE 1:

IF PER-DTYSTN = '350871013' THEN LOCATION IS 'WHITE SANDS'
IF PER-DTYSTN = '512564001' THEN LOCATION IS 'WALLOPS ISLAND'
IF PER-DTYSTN = '062700037' THEN LOCATION IS 'JPL'
IF PER-INSTALL-1-2 = '10' AND
 IF EMPL-ORG-ASGND-CODE IS ('W'....)
 THEN LOCATION IS 'OIG'
IF PER-INSTALL-1-2 = '10' AND
 IF EMPL-ORG-ASGND-CODE IS NOT ('W'....)
IF PER-INSTALL-1-2 = '10' THEN LOCATION IS 'HQ'
IF PER-INSTALL-1-2 = '21' THEN LOCATION IS 'ARC'
IF PER-INSTALL-1-2 = '22' THEN LOCATION IS 'GRC'
IF PER-INSTALL-1-2 = '23' THEN LOCATION IS 'LARC'
IF PER-INSTALL-1-2 = '24' THEN LOCATION IS 'DFRC'
IF PER-INSTALL-1-2 = '51' THEN LOCATION IS 'GSFC'
IF PER-INSTALL-1-2 = '62' THEN LOCATION IS 'MSFC'
IF PER-INSTALL-1-2 = '64' THEN LOCATION IS 'SSC'
IF PER-INSTALL-1-2 = '72' THEN LOCATION IS 'JSC'
IF PER-INSTALL-1-2 = '76' THEN LOCATION IS 'KSC'

NOTE 2:

For Employee's Retirement Coverage:

<u>NPPS</u>	<u>IRIS Employee Retirement Coverage</u>
'C'	'FICA & CSRS (PARTIAL)'
'E'	'FICA & CSRS – SPEC'
'K'	'FERS AND FICA'
'M'	'FERS & FICA – SPECIAL'
'R'	'FICA & CSRS (FULL)'
'T'	'FICA & CSRS – SPEC'
'1'	'CSRS'
'2'	'FICA'
'4'	'NONE'
'6'	'CSRS – SPEC'

NOTE 3:

IF PER-INSTALL-1-2 = '10' THEN LOCATION IS 'HQ'
IF PER-INSTALL-1-2 = '21' THEN LOCATION IS 'ARC'
IF PER-INSTALL-1-2 = '22' THEN LOCATION IS 'GRC'
IF PER-INSTALL-1-2 = '23' THEN LOCATION IS 'LARC'
IF PER-INSTALL-1-2 = '24' THEN LOCATION IS 'DFRC'
IF PER-INSTALL-1-2 = '51' THEN LOCATION IS 'GSFC'
IF PER-INSTALL-1-2 = '62' THEN LOCATION IS 'MSFC'
IF PER-INSTALL-1-2 = '64' THEN LOCATION IS 'SSC'
IF PER-INSTALL-1-2 = '72' THEN LOCATION IS 'JSC'
IF PER-INSTALL-1-2 = '76' THEN LOCATION IS 'KSC'

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APPENDIX B – EXCHANGE MODEL

Metadata Property	Description
<p>Business Event (Trigger) The <i>business event</i> is the activity to which the business process must respond. This should include a description of process-mapping number, what the <i>event</i> is, and who initiates it.</p>	Scheduled biweekly extract and transmission of the interface file to IRIS. The purpose for the interface is to obtain the current NASA personnel information as required by the IRIS. The scheduled biweekly extract and transmission of the interface file is triggered by NPPS Operational Support Team using TSO Job Submission.
<p>Source Application(s) References the application(s) name(s) that initiates the action that occurs between one or more target applications. This action may be a request for information from other applications or may be the initiator of a data exchange with other applications based on the business event.</p>	NPPS Extract/Transmit IRIS Interface file: NPPS Operational Support Team using TSO Job Submission. Linux Server -- Script/Program
<p>Target Application(s) References the application(s) name(s) that responds to the action requested by the source application(s). This action may be a response to an information request from other applications or may be the recipient of a data exchange from other source applications based on the business event.</p>	IRIS Script/Program to import interface file via secure FTP (SFTP)
<p>Data Attributes References the application(s) name(s) that responds to the action requested by the source application(s). This action may be a response to an information request from other applications or may be the recipient of a data exchange from other source applications based on the business event.</p>	See Appendix A
<p>Data Transformation / Crosswalks Data transformation focuses on the physical structure of the data attributes as they originate from the source application. It must be determined if there is a required crosswalk to handle the act of transforming the data attributes to the physical structure of the receiving data attributes as they reside in the target application(s).</p>	See Appendix A
<p>Interface Category (Internal or external to the software system i.e. ERP, NPPS, Administrator)</p>	External
<p>Interface Description Provide description of the activity that is occurring and requires a touch point with one or more applications. This activity may be a request or response for information or it may denote how the information will be exchanged, such as to publish or subscribe.</p>	An extract of information from NPPS on a biweekly basis via a scheduled batch job/TSO job submission will occur. The extracted file will be placed on a LINUX Proxy Server for the IRIS system to pull via SFTP. Contact NACC, (256-544-2413) for IP address and interface information.
<p>Expected Duration for use of the interface Based on the IFMP schedule for module implementations, a timeframe for the expected duration for use of the interface can be determined.</p>	For the life of NPPS or IRIS
<p>Integration Options</p>	N/A

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Metadata Property	Description
<p>Type of Interface The <i>type of interface</i> relates to the behavior of the exchanged data. It identifies that when the target application(s) receives the data how it will be used (Create, Read, Update, or Delete).</p>	Update the IRIS database with current personnel information.
<p>Data Persistence Persistence refers to how application data is stored, such as database, tape, flat file, etc.</p>	Flat file
<p>Application Programming Language (Processing Technology) Identifies the <i>programming language</i> used to develop the application. Examples include COBOL, FORTRAN, Natural, Visual Basic, etc.</p>	Source: NPPS is an Adabas database application written using Adabas Natural programming language, running on an IBM 3090 mainframe. Target: IRIS is a a Web-based ASP system running on Dell Windows 2000 Advanced server.
<p>Hardware Platform Identifies the hardware platform where the application resides, such as IBM 390, HP9000.</p>	IRIS: Dell Windows 2000 Advanced server. NPPS : IBM 3090
<p>Operating System Identifies the operating system that is used on the hardware platform where the application resides, such as UNIX, AS400, etc.</p>	IRIS: Dell Windows 2000 Advanced server. NPPS: NPPS is an Adabas database application written using Adabas Natural programming language, running on an IBM mainframe.
<p>Communication Protocol Identifies the communication protocol that is used for communication by the hardware platform where the application resides, such as FTP, DNS, SNMP, TCP/IP, Novell NetWare, etc.</p>	Secure File Transfer Protocol (SFTP)
<p>Velocity Identifies the execution method for the touch point transaction processing, such as, real-time or batch.</p>	NPPS: TSO Submission IRIS: Scheduled Script / Administrator Function
<p>Error Handling / Failure Notification Procedure / Rollback Identifies the approach for error handling, such as</p> <ul style="list-style-type: none"> – If the transaction fails, does it perform a back out of in-process transactions? – Are there forward recovery procedures and what are they? – Does the database do a rollback if the transaction fails to complete? <p>How is a restart handled if the transaction fails?</p>	<p>The NPPS/IRIS error handling details are as follows:</p> <ul style="list-style-type: none"> • Automated or manual notification of error by discovering party. • Appropriate data owners will resolve any exceptions. <p>Restarts will be handled by the NPPS Operational Support Team.</p>
Modification / Customization needed	N/A
Upgrade Implications on Source or Target	N/A

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APPENDIX C -- POINTS OF CONTACT

Table C-1 contains the primary Points-of-Contact for NPPS to IRIS interface support.

Group	Name	Phone	Fax	Email Address	Comments
NACC	Help Desk	256-544-6673	-	-	-
Agency	Wofford, Marisa	256-544-7482	256-544-5842	Marisa.S.Wofford@nasa.gov	AD33
Agency	Suzanne Otero	440-962-3106		Suzanne.L.Otero@grc.nasa.gov	IRIS Project Manager
NASA	Lou Nosenzo	256-544-7401	256-544-7968	Lou.Nosenzo@msfc.nasa.gov	NPPS Personnel Program Functional Manager
NASA	Tim Baldrige	256 544-5314	256-544-5862	Tim.Baldrige@msfc.nasa.gov	UUPIC Data Owner
SESAAS	Billy Graham	256-544-5516	256-544-1836	Billy.Graham@msfc.nasa.gov	Group Manager – NPPS Team
SESAAS	Ken Robison	256-544-0250	256-544-1836	Kenneth.Robison@msfc.nasa.gov	NPPS Lead
SESAAS	Lynda Barkley	256-544-8419	256-544-2855	Lynda.Barkley@msfc.nasa.gov	NPPS Operational Lead

Table C-1 – NASA / IRIS Support Team