

VERSION DESCRIPTION DOCUMENT FOR THE NASA PERSONNEL/PAYROLL SYSTEM

Software Release

10.0.3

UNITeS Contract

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National Aeronautics and
Space Administration

George C. Marshall Space Flight Center
Huntsville, Alabama 35812

**VERSION DESCRIPTION DOCUMENT
FOR THE
NASA PERSONNEL/PAYROLL SYSTEM
SOFTWARE RELEASE 10.0.3**

Approved by

06/28/04

Marisa Wofford

Date

Consolidation Center Project Manager

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
HUNTSVILLE, AL

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1. INTRODUCTION

This Version Description Document (VDD) identifies the exact version of the National Aeronautics and Space Administration (NASA) Personnel/Payroll System (NPPS) software released for installation/implementation.

1.1 IDENTIFICATION OF THE RELEASE

System Name – NPPS

Release Number – Software Release **10.0.3**

The release datasets will be made available to the support Database Administrator (DBA) for installation, at which time all centers will be notified that it has been installed in the appropriate test database.

1.2 PURPOSE OF THE RELEASE

The purpose of this release is to implement the NPPS software allocated for this release in a test environment. The detailed description of the release is specified in Appendix C, Functional Change Validation Procedures.

1.3 SCOPE OF THE RELEASE

The VDD provides the functional and technical user of NPPS with the following information regarding changes to the contents and status of the application, NPPS Release **10.0.3**, including the following:

- Changes implemented since the last release
- References to other documents affected by this release
- Changes to application files and data formats
- Detailed software installation procedures
- Validation procedures to ensure the reliability of the software changes.

1.4 CONTACT POINTS

Sustaining Engineering Support for Agencywide Administrative Systems (SESAAS) provides sustaining engineering for NPPS through the NASA Automated Data Processing (ADP) Consolidation Center (NACC) Technical Services Center located at Marshall Space Flight Center (MSFC). Questions regarding the function and/or the technical aspects as well as the installation of this release should be directed to:

The NACC Technical Services Center (use the following Key Words: SESAAS & NPPS)

Telephone: (256) 544-5516

E-Mail: billy.graham@msfc.nasa.gov

FAX: (256) 544-1836

2. FUNCTIONAL INFORMATION

This section includes details regarding functional changes, functional interfaces, critical issues, affected documents, and application system administration.

2.1 FUNCTIONAL CHANGES

Please refer to Appendix C, Functional Change Validation Procedures, for a description of all functional changes related to this release. Appendix D, Installation Instructions, describes all Predict changes related to this release.

2.2 FUNCTIONAL INTERFACES

Not Applicable

2.3 CRITICAL ISSUES

Not Applicable

2.4 AFFECTED DOCUMENTS

The following document(s) will be affected by this release:

NPPS System/Software Requirements Specification (SRS)

The modified pages of this document will be distributed under separate cover.

2.5 APPLICATION SYSTEM ADMINISTRATION

Not Applicable

3. TECHNICAL INFORMATION

This section includes details regarding technical system interfaces, data dictionary changes, software object changes, and database administration.

3.1 TECHNICAL SYSTEM INTERFACES

Not Applicable

3.2 DATA DICTIONARY CHANGES

The data dictionary changes, if any, are detailed in Appendix D, Installation Instructions.

3.3 SOFTWARE OBJECT CHANGES

Modified programs are specified in Paragraph 3.2 of Appendix D, Installation Instructions.

3.4 DATABASE ADMINISTRATION

The specific database administration activities for NPPS 10.0.3 are detailed in Appendix D, Installation Instructions.

3.4.1 Release Dataset Names

The datasets for Software Release 10.0.3 are included in the Introduction of Appendix D, Installation Instructions.

3.4.2 Inventory of Objects

An inventory of objects is described in Paragraph 3.2 of Appendix D, Installation Instructions.

3.4.3 Storage Considerations

Not Applicable

3.4.4 Installation Procedures

Refer to Appendix D, Installation Instructions, for detailed installation procedures.

3.5 OPERATIONAL PREPARATION

Refer to the procedures described in Section 3.4.4 for assistance in preparing for proper installation and operational use of the release.

4. **OTHER / KNOWN PROBLEMS**

No known problems.

APPENDIX A
ABBREVIATIONS AND ACRONYMS

ABBREVIATIONS AND ACRONYMS

ADP	Automated Data Processing
CPO	Consolidated Payroll Office
DBA	Database Administrator
DDM	Data Definition Module
DR	Discrepancy Report
HR	Human Resources
ICD	Interface Change Document
IRM	Information Resources Management
JCL	Job Control Language
L&E	Leave and Earnings Statement
MSFC	Marshall Space Flight Center
NACC	NASA ADP Consolidation Center
NASA	National Aeronautics and Space Administration
NPPS	NASA Personnel/Payroll System
RC	Requirements Change
SESAAS	Sustaining Engineering Support for Agencywide Administrative Systems
VDD	Version Description Document
WebTADS	Web-based Time and Attendance System

APPENDIX B
GLOSSARY

GLOSSARY

Consolidation Center

Responsibility for processing and balancing payroll for all centers in the consolidated database.

Database Administration

Responsibility for maintaining the physical database environment.

Implementation

The process by which a NASA site installs a software release and places it into operational use.

Operational Preparation

Preparation by a NASA site for installation and use of an application release.

System Administration

Responsibility for administrative functions such as application security and table data maintenance associated with an application.

APPENDIX C
FUNCTIONAL CHANGE VALIDATION
PROCEDURES

**VALIDATION PROCEDURES
SOFTWARE RELEASE 10.0.3
PERSONNEL & PAYROLL**

1. **20040057**
 - A. **Purpose:** Modify Web-based Leave & Earnings Statements to include Extended Comp Time
 - B. **Test Procedure:**
 - 1) Set up or identify employees with Comp Time and Extended Comp Time.
 - 2) Give the employees a “good” time card via TAEDIT.
 - 3) Schedule and run L & E Statement Generation (NA00555) via BJS.
 - 4) Print the L & E Statements.
 - 5) Schedule and run L & E Through Emp Express (CAEE006) via BJS.
 - 6) Access the web-based L & Es or the file output from CAEE006.
 - C. **Validation:** Verify the Comp Time and Extended Comp Time Hours are on the Web L & E or the output L & E file.
2. **20040061**
 - A. **Purpose:** Modify Connecticut State Tax calculations.
 - B. **Test Procedure:** Process a payroll cycle.
 - C. **Validation:** Verify tax calculations for Connecticut meet user specifications as defined in the updated SRS.
3. **20040062**
 - A. **Purpose:** Modify calculations for Massachusetts State Tax.
 - B. **Test Procedure:** Process a payroll cycle.
 - C. **Validation:** Verify tax calculations for Massachusetts meet user specifications as defined in the updated SRS.
4. **20040064**
 - A. **Purpose:** Implement the Workforce Flexibility Act. This change implements a new Personnel Action (NOAC 827) for Redesignation and Retention Bonus processing. It is dependent on modifications to a number of changes to core tables (version 3.0.2) and affects a numerous Relational Edits and Authority Codes.
 - B. **Test Procedure:**
 - 1) Select active test employees.
 - 2) Suspend NOAC 827 for each.

3) Mature the actions.

C. Validation:

- 1) Verify the applicable Authority Codes and Relational Edits function as described in the SRS.
- 2) Verify that an SF50/SF52 can be printed for a NOAC 827.
- 3) Verify the matured action updates Personnel History appropriately.
- 4) Verify the action appears in QAWARD in the correct amounts.
- 5) Verify the action appears in MASSAWD with a blank (“no check”) in the SEL field.

5. 20040068

A. Purpose: Modify Report 100 to include 2 decimal places for selected output data fields.

B. Test Procedure:

- 1) Set up or identify employees with time card entries for each of the following in increments of hundredths of hours (i.e., .25, .44, etc.):
 - (a) ADM/LV
 - (b) CRD/ERN
 - (c) CRD/HRS
 - (d) HOM/HRS
 - (e) REL/ERN
 - (f) REL/HRS
 - (g) JRY/LV
 - (h) GRD/LV
 - (i) EXC/LV
 - (j) COP
 - (k) COU/LV
 - (l) TIME OFF

2) Schedule, run, and print T & A Reported Hours (Report 100).

C. Validation: Verify Report 100 reflects the hours as entered.

6. 20040071

A. Purpose: Modify calculations for Mississippi State Tax.

B. Test Procedure: Process a payroll cycle.

C. Validation: Verify tax calculations for Mississippi meet user specifications as defined in the updated SRS.

**NASA PERSONNEL PAYROLL SYSTEM
RELEASE DESCRIPTION
SOFTWARE RELEASE 10.0.3**

The purpose of this release is to implement the changes allocated to software release 10.0.3 described below.

SOFTWARE RELEASE 10.0.3

RC 1620s IMPLEMENTED

CCR	Description
20040037	Remove TFBP from SSA/509
20040043	OT Pay Cap Edit
20040057	Add Ext Comp Time to EE Web L&E
20040061	Connecticut State Tax update
20040062	Massachusetts State Tax update
20040064	Workforce Flexibility Act
20040068	Report 100 Problem
20040070 (ER)	Increase Field Size TSP - Re-release
20040071	Mississippi State Tax Update

******* RECORD COUNT = 9**

APPENDIX D
INSTALLATION INSTRUCTIONS

**NASA PERSONNEL PAYROLL SYSTEM
RELEASE DESCRIPTION
SOFTWARE RELEASE 10.0.3**

Introduction

Release Date – June 28, 2004

Release Inventory:

Dataset Names:

The following dataset is located on the transient storage DASD volumes under the following dataset name:

- MSMOV.NPPS.PROD.R1003.R0604.SRC

Physical media:
VDD

In case of installation problems contact the NACC Technical Services Center (Use following Key Words: SESAAS & NPPS):

Telephone: (256) 544-5516
E-Mail: billy.graham@msfc.nasa.gov
Fax: (256) 544-1836

Installation Sequence

The sequence in which the installation of this release should occur is provided in the following list. Applicable sections are listed in the Installation Checklist.

- 1.0 Backup Existing Data
- 2.0 Copy Source/Object Code
- 3.0 Pre-Predict Data Conversion
- 4.0 Install Predict
- 5.0 Install Data Glossary
- 6.0 Catalog Source Code
- 7.0 Post-Predict Data Conversion
- 8.0 JCL/BJS/Xerox Modifications
- 9.0 Special Instructions
- 10.0 Installation Checklist

1.0 BACKUP EXISTING DATA

It is advisable to back up all NPPS files as a precautionary measure prior to installation of software release.

2.0 COPY SOURCE

2.1 Copy Source Modules

When installing software release 10.0.3, load the NPPS new and modified programs from dataset MSMOV.NPPS.PROD.R1003.R0604.SRC using the Natural utility NATLOAD. The source programs were unloaded using the Natural utility NATUNLD. The programs will be loaded to the application library NPPS, replacing any existing programs of the same name. The source module counts included in this release are listed below:

Natural Source Modules by Type

Global Data Areas	0
Copycode	0
Maps	1
Helproutines	0
Subroutines	1
Subprograms	1
Local/Param Data Areas	0
Programs	17
Text	0
Process	0
Miscellaneous Objects	0
=====	
Total Programming Objects	20
Total Views Unloaded	0
Total Objects Read	20
Total Object Unloaded	20

2.2 List of Source Code Modifications

The following is a list of all modules that were changed for the software release 10.0.3.

MODULE	Description
EEB006	Leave & Earnings For for Web
NAB100	T&A Reported Hours By PB & SSN or
NAB202A	Report 202 – RERELEASE
NAB6040	Generate SSA Tape and Report
NAB6080B	Normals Recomputation
NAB6080D	Normals Recomputation
NAM1585	Employee Awards Control (QAWARD) Screen
NAO1585	Employee Awards Control (QAWARD)
NAO9120O	Calculate State Tax
NAO9120P	Calculate State Tax
NEO1954	Relational Edit Module
NEO1961	Relational Edit Module
NEO3130	Online Mature
NEO4040	SF 50 To/From Print Fields
NEO4050	SF-50 Print Fields
NEO4130	SF 52 Suspense Transaction Selection
NEO4140	SF52 To/From Print Fields
NEO4150	SF52 Print Fields
NSS1900I	Bonus/DIFF/Allow Calculation Routine
NSS1900K	Get Pay Fields

RELEASE PROGRAMS (CHANGE) ==> 20

2.3 List of Source Code Additions

The following is a list of all modules that were created for the software release 10.0.3.

MODULE	Description

RELEASE PROGRAMS (NEW) ==> 0

2.4 List of Source Code Deletions

Not applicable

3.0 PRE-PREDICT DATA CONVERSION

Not applicable

4.0 INSTALL PREDICT

4.1 Data Dictionary Changes

Not applicable

4.1.1 Inventory of Objects

Not applicable

4.1.2 Storage Considerations

Not applicable

4.1.3 Physical File Changes

Not applicable

5.0 INSTALL DATA GLOSSARY

Not applicable

6.0 CATALOG SOURCE CODE

When installing software release 10.0.3, run a batch job to catalog (CATALL) all modules in the NPPS or other named library. It is not necessary to catalog the Global Data Area. The Batch standard parameters should be used for the compile.

After objects are compiled, the NPPS application will run under the On-line standard parameters.

7.0 POST-PREDICT DATA CONVERSION

Not applicable

8.0 JCL/BJX/Xerox MODIFICATIONS

JCL/BJX

Not applicable

Xerox

Not applicable

9.0 SPECIAL INSTRUCTIONS

9.1 Update NPPS Release Number

The following process will update the NPPS software numbers:

1. Execute program TOOLVRSN from the Natural Command line.
2. When installing software release 10.0.3, enter "10.0.3" for software version number.
3. Press ENTER; a confirmation message displays.
4. Press PF3 to exit the program.

10.0 INSTALLATION CHECKLIST

- 1.0 Back Up Existing Data
- 2.0 Copy Source
- 6.0 Catalog Source Code
- 8.0 JCL/BJIS/Xerox Modifications
- 9.0 Special Instructions