

# **VERSION DESCRIPTION DOCUMENT FOR THE NASA PERSONNEL/PAYROLL SYSTEM**

Software Release

8.6.1

PrISMS Contract

Date: 12/14/02



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 8.6.1**

Approved by

12/14/02

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

December 06, 2002

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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 **8.6.1**

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 **8.6.1**, 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](mailto: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**

Not Applicable

### **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 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 8.6.1 are detailed in Appendix D, Installation Instructions.

##### **3.4.1 Release Dataset Names**

The datasets for Software Release 8.6.1 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.

**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
FEGLI	Federal Employee Group Life Insurance
HR	Human Resources
ICD	Interface Change Document
IRM	Information Resources Management
JCL	Job Control Language
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

**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 8.6.1  
PERSONNEL & PAYROLL**

1. **20020084**

- A. **Purpose:** To add additional age brackets for FEGLI on the TLIFE screen, and to change the employee withholding rate to 0.150 per thousand. Create a new screen for the age brackets.
- B. **Test Procedure:** Add the new age bracket amounts to the second screen required by this 1620. Select employees in different age brackets, give employees a good time card, submit Job 4 to run, run Job 5, and Job 6 to complete a payroll cycle.
- C. **Validation:** Verify that there are 2 screens associated with TLIFE, one with the codes, and the second for the age brackets. Verify that the SF2812 shows the additional age brackets for Option B and Option C. Verify that the online vouchers agree with reports that are produced from batch jobs. Verify that on-line normals represent the new FEGLI amounts.

**NASA PERSONNEL PAYROLL SYSTEM  
RELEASE DESCRIPTION  
SOFTWARE RELEASE 8.6.1  
DECEMBER 2002**

The purpose of this release is to implement the changes allocated to software release 8.6.1 described below.

**SOFTWARE RELEASE 8.6.1**

RC 1620s IMPLEMENTED

CCR	Description
20020084	FEGLI – New Premiums and Age Group Expansion

\*\*\*\*\* RECORD COUNT = 01

**APPENDIX D**  
**INSTALLATION INSTRUCTIONS**

**NASA PERSONNEL PAYROLL SYSTEM  
RELEASE DESCRIPTION  
SOFTWARE RELEASE 8.6.1  
December 2002**

**Introduction**

Release Date – December 14, 2002

Release Inventory:

Dataset Names:

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

- MSMOV.NPPS.PROD.R861.R1202.SRC
- MSMOV.NPPS.PROD.R861.R1202.GLS
- xxMOV.NPPS.PROD.R861.R1202.PRD

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/BJX/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 8.6.1, load the NPPS new and modified programs from dataset MSMOV.NPPS.PROD.R861.R1202.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	1
Maps	5
Helproutines	0
Subroutines	0
Subprograms	0
Local/Param Data Areas	9
Programs	17
Text	0
Process	0
Miscellaneous Objects	0
=====	
Total Programming Objects	32
Total Views Unloaded	0
Total Objects Read	32
Total Object Unloaded	32

## 2.2 List of Source Code Modifications

The following is a list of all modules that were modified for the software release 8.6.1.

MODULE	NAME
LDA6160A	NP2-PAY-MASTER local data area
LDA6160B	NPS2-PAYHIST-ONE local data area
NAB403	Create The SF 2812 - Withholding And Contributions For FEHB, FEGLI, And Retirement.
NAB406A	SF1166 Voucher and Schedule of Payments
NAB410	Semi-Annual Headcount Report (OPM-1523)
NAB6033	Automate FEGLI Year Setting
NAB6080	Normals Recalculation
NAF410A	Semi-annual Headcount Report form
NAL1233C	Local Data Area for Bond Deductions And Owner Addr. Processes
NAL1710A	Local Data Area for CFC Deductions Mass (MASSCFC)
NAM2020	Life Table Maintenance (TLIFE) Screen
NAM4900	Fringe Benefits screen (VOUINS)
NAO2020	Life Table Maintenance (TLIFE)
NAO3150C	Official Pay Record - Net Pay
NAO3150D	Official Pay Record - Net Pay
NAO3150F	Official Pay Record - Net Pay
NAO3160A	Official Pay Record - Backout
NAO4900	Fringe Benefits (VOUINS)

<b>MODULE</b>	<b>NAME</b>
NAO4950	Display The Accounting Information (ACCTBRK)
NAO9106	Normals Life, Health And Union Deductions
NEB364A	Full Tables Report (Report 364)
NEO3130	Payroll Master Update II
NLD9100S	Structured Version Of NSS9100
NPL310LO	NPS2-REG-FILE local data area
NPL315LD	NPS2-PAY-MASTER local data area
NPL315LF	NPS2-MER-FILE local data area
NPL315LG	NPS2-PAY-MASTER local data area
NSS9100	Global Data Areas copycode

RELEASE PROGRAMS (NEW) ==> 28

### **2.3 List of Source Code Additions**

The following is a list of all modules that were created for the software release 8.6.1.

<b>MODULE</b>	<b>NAME</b>
NAM2020B	Life Table Maintenance (TLIFEBO) Screen
NAM4901	Fringe Benefits screen (VOUINS)
NPTL0051	Update FEGLI Age For Higher Brackets
NPTL0052	Check for Suspense Records

RELEASE PROGRAMS (NEW) ==> 04

### **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**

This release includes the enhancements for version 8.6.1. Details for changes in this release can be found under paragraph 4.1.3, Physical File Changes, or by performing Predict reporting on the keyword NPPS-8.6.1.

Use SYSDICBE to load the PREDICT modifications from the dataset xxMOV.NPPS.PROD.R861.R1202.PRD.

The following NPPS Data Definition Modules (DDMs) should be generated after the PREDICT load is complete.

NPS2-MER-FILE  
NPS2-PAY-MASTER  
NPS2-PAY-PHYSICAL  
NPS2-PAYHIST-ONE

#### **4.1.1 Inventory of Objects**

The object types and inventory listed below represent a comprehensive count of the PREDICT object modules for this release.

Predict Objects by Type:

Keyword	1
Standard Files	0
Conceptual Files	1
ADABAS Files and Views	12

#### **4.1.2 Storage Considerations**

The changes represented by this release should not affect storage requirements.

### 4.1.3 Physical File Changes

Use the ADABAS Utility commands listed below to build the JCL for the file changes. Cut and paste the ADADBS control statements directly into the TSO ISPF editor. Call RICK BISHOP (256)544-5352 with any questions or problems.

Change field length for the following field:

NPS2-PAYHIST-ONE		File # 225							
Ty	L	Field ID	F	Length	Occ	D	U	DB	S
*-	-	-----	*-	-----	-----	*	*	--	*
	1	FEGLI-AGE-GROUP	N	2.0				ER	N

Using the following command:

```
//DDKARTE DD *  
ADADBS CHANGE FILE=225,FIELD=ER,LENGTH=2  
/*
```

Change field length for the following field:

NPS2-PAY-PHYSICAL		File # 227							
NPS2-PAY-MASTER		File # 227							
Ty	L	Field ID	F	Length	Occ	D	U	DB	S
*-	-	-----	*-	-----	-----	*	*	--	*
	1	PAY-INS-AGE-GRP	N	2.0				AM	N

NPS2-MER-FILE		File # 227							
Ty	L	Field ID	F	Length	Occ	D	U	DB	S
*-	-	-----	*-	-----	-----	*	*	--	*
	1	MER-MIL-DEP-INT-FLAG	N	2.0				AM	N

Using the following command:

```
//DDKARTE DD *  
ADADBS CHANGE FILE=227,FIELD=AM,LENGTH=2  
/*
```

\*\*\* The AM field on file 227 is called 2 different names in its file views. PAY-INS-AGE-GRP and MER-MIL-DEP-INT-FLAG. Because of this, one physical file change takes care of both names.

## **5.0 INSTALL DATA GLOSSARY**

Load the ADABAS file NPS2-DATA-GLOSSARY (file #243, 4301 records) from the dataset MSMOV.NPPS.PROD.R861.R1202.GLS using the following ADABAS ADASAV utility commands.

```
ADASAV RESTORE OVERWRITE  
ADASAV FMOVE=243
```

Changes were made for the expansion of the FEGLI age group fields in the data glossary.

## **6.0 CATALOG SOURCE CODE**

When installing software release 8.6.1, 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/BJS/Xerox MODIFICATIONS**

### **JCL/BJS**

NPTL0051 – This tool will place applicable employees (active employees who are currently in age band 9; age 70+) in the expanded age brackets. This is run in batch mode; JCL has been supplied to the Operational Support Group. The unload/conversion/reload should be done by the DBAs previous to this tool being run. This tool will calculate age bands based on the system date the tool is run. Please see the software for more explanation.

NPTL0052 – This tool read the personnel suspense queue to check for NOAC 881 (FEGLI Change) transactions. These transactions were created with pre-8.6.1 software and will be matured with 8.6.1 software. Special attention should be paid to these transactions during and after maturing. JCL has been supplied to the Operational Support Group. This tool should be run in batch mode and does no updating.

### **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 8.6.1, enter “8.6.1” for software version number.
3. Press ENTER; a confirmation message displays.
4. Press PF3 to exit the program.

## **9.2 Applicable Tables Updates**

These core tables changes must be applied either manually or by a table release when this release software is installed:

TPAYMSG 9012 \*\*\* LIFE INSURANCE AGE GROUP IS INVALID (NOT 1 - 11)"  
TLIFE Fill age bands and update premiums. Update Employee Withholding Rate

## **10.0 INSTALLATION CHECKLIST**

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