



Defense Finance and Accounting Service

DFAS 7900.4-M

Financial Management Systems Requirements Manual Volume 7, Human Resources and Payroll

May 2011

Financial Management Center of Excellence

SUBJECT: Description of Requirement Changes

The complete listing and description of the requirements changes, deletions, and additions by chapters and systems requirements can be found below.

All changes in this volume are denoted by bold blue font.

VOLUME 7 - Human Resources and Payroll		
Req ID	Change Type	Reason for Change
07.01.074	A	Added – New requirement

Chart Legend:

A - Added FFMRs

These are new requirements due to revised and updated source document

C - Changed FFMRs

These requirements were contained in previous versions, but were changed for various reasons, as described in the Requirement Changes Appendix.

D - Deleted FFMRs

These requirements were removed from this version because they were no longer required by the source document or were redundant with another FFMR

Note: If there is no code in the requirements value added or change type columns for an FFMR, it is by definition, unchanged from previous versions.



Defense Finance and Accounting Service

DFAS 7900.4-M

Financial Management Systems Requirements Manual
Volume 7, Human Resources and Payroll

May 2011

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SUBJECT: Financial Management Systems Requirements
Volume 7, Human Resources and Payroll

1. PURPOSE

a. This Volume presents the financial management system design and implementation requirements for Department of Defense (DoD) military components' and agencies' Personnel Pay functionality in financial management systems. This Volume is part of the publication which reissues Defense Finance and Accounting Service (DFAS) 7900.4-G, "Federal Requirements for Financial Management Systems," commonly known as the "Blue Book," as a multivolume Manual titled DFAS 7900.4-M. The Blue Book is a comprehensive compilation of the Federal Financial Management Improvement Act (FFMIA) and system requirements.

b. The Blue Book serves as a "roadmap" to Federal and DoD financial management system requirements by major financial management functional areas and their authoritative sources, and will assist managers who are responsible for financial management systems in planning, designing, enhancing, modifying, and implementing financial management systems. Managers are ultimately responsible for being knowledgeable of and complying with the various authoritative sources of financial requirements (both legislative and regulatory). The Blue Book guidance and procedures are contained in several volumes located on the DFAS Reference Library at <http://www.dfas.mil/dfasffmia/bluebook.html>. Appendix 4 of the Blue Book includes links to where authoritative sources may be accessed.

c. Adherence to these requirements will enable the DoD military components and agencies to meet Federal mandates and will help facilitate DFAS progress toward reaching its strategic goal of providing services faster, better, and cheaper through intelligent systems. The objective of this Volume is to promulgate the financial management systems requirements for system and program managers' use in developing Personnel Pay functionality.

2. APPLICABILITY:

Requirements contained within this document are applicable to accounting and finance systems operated and maintained by DoD.

3. POLICY:

a. This Volume provides a synopsis of Federal and DoD financial system requirements, mandated by policy, for financial management systems for Personnel Pay functionality. It is a comprehensive compilation of financial management systems requirements mandated by Public Law 104-208, “Federal Financial Management Improvement Act of 1996” September 30, 1996.

b. This Volume incorporates revisions to existing financial system requirements from the authoritative sources **via highlighting the appropriate text in bolded blue font**. See Appendix 2 of DFAS 7900.4-M for a complete listing and description of the financial system requirements changes, deletions, and additions, listed by major financial system requirements functional area.

c. Users of this Volume may forward questions, comments and suggested changes to:

Defense Finance and Accounting Service
Financial Management Center of Excellence Shared Service Division
Attn: Integration and Requirements Division
8899 East 56th Street
Indianapolis, IN 46249

E-mail questions, comments, and suggestions to ffmiarequirements@dfas.mil

4. ORGANIZATIONAL RESPONSIBILITIES FOR FFMIA COMPLIANCE

a. Within DoD, various organizations operate financial management systems. In an overall scheme, many of these systems should be linked in an integrated network. However, these systems frequently “stand-alone” or “stovepipe” systems that are not logically integrated with other related systems. Critical financial data, instead of being transferred electronically between systems through well-controlled interfaces, are often transferred manually by means of journal vouchers, hardcopy spreadsheets, “data calls,” or other inefficient and error-prone methods.

b. DFAS functions as the primary Departmental entity responsible for producing a Trial Balance from the ERP general ledger and preparing the financial reports for the DoD. Much of the data used by DFAS to carry out the DoD’s accounting and financial reporting functions—such as property and inventory values—originate in non-DFAS organizations or systems. Therefore, other organizations, primarily the military services and Defense agencies, should be held responsible for the compliance of their financial management systems with all applicable Federal requirements. Appendix 5 of DFAS 7900.4-M contains Federal and DoD guidance on FFMIA compliance, evaluation, and reporting.

5. PROCEDURES:

Procedures are presented in each Volume of this Manual as appropriate.

6. RELEASABILITY:

UNLIMITED. This Volume as part of DFAS 7900.4-M is approved for public release and may be accessed at <http://www.dfas.mil/dfasffmia/bluebook.html>

7. EFFECTIVE DATE: This Volume is effective immediately.

Steve Bonta
Director, Financial Management
Center of Excellence

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HUMAN RESOURCES AND PAYROLL INTRODUCTION

1. Although DoD has been reducing the magnitude of its operations and the size of its workforce, it still employs over a half of a million civilians and over 2 million military personnel as well as pay over one million civilians. The Department's personnel (civilian and military) costs and benefits total tens of millions of dollars annually and represent a significant portion of the Department's operating expenses.
2. A Federal agency's personnel and payroll systems must be designed and implemented to:
 - a. Operate in accordance with laws, regulations, and judicial decisions;
 - b. Completely, accurately and promptly pay employees and withhold applicable deductions;
 - c. Completely, accurately and promptly generate personnel/payroll records and transactions;
 - d. Provide timely access to complete, correct, and accurate information to those within and outside of the agency who require the information;
 - e. Interact timely and properly with core financial system; and
 - f. Provide adequate internal controls to ensure that the personnel/payroll system(s) is operating as intended.
3. Personnel and payroll functions are necessarily closely linked. An individual's payroll record is created only after Personnel has hired (enlisted/appointed) the person and has brought him/her onto the organization's rolls and established his/her salary, grade, entitlements, etc. Any changes to the basic authorizations and entitlements must be made by Personnel before being reflected in the payroll system.

HUMAN RESOURCES AND PAYROLL REQUIREMENTS

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.003			The personnel system must provide for support capabilities to electronically generate, approve, and process the full range of monetary and honorary awards for employees, and be flexible enough to tailor to individual agency needs.	JFMIP SR-99-5, Apr 99, pg 20		Manage Human Resources Compensation and Reimbursements Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_1
Personnel Data Collection/Maintenance	07.01.005			The personnel system must fully document the associate personnel actions with all regulatory required information such as legal authority and nature of actions.	JFMIP SR-99-5, Apr 99, pg 18		Acquire Human Resources Assign Human Resources Develop Human Resources Manage Human Resources Compensation and Reimbursements Manage Patient Visibility Record Time and Attendance Separate or Terminate Human Resources Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_2

HUMAN RESOURCES AND PAYROLL REQUIREMENTS

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.006			The personnel system must process (with both current and future effective dates) the full range of individual and mass personnel actions such as appointments, reinstatements, transfers, promotions, separations, retirements, terminations, furloughs, change to lower grades, reassignments, pay changes (including locality and national adjustments, allowances, differentials, premium pay, movement between pay plans or schedules, and pay and grade retention), and details. There is also a need for the capability to correct or cancel these actions and to provide the necessary audit trail.	JFMIP SR-99-5, Apr 99, pg 18		Acquire Human Resources□Assign Human Resources□Manage Benefits□Manage Human Resources Compensation and Reimbursements□Manage Travel□Separate or Terminate Human Resources□Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution 	HR_Data_Collection_Maintenance_And_Personnel_Processing_3
Personnel Data Collection/Maintenance	07.01.009			The personnel system should maintain individual retirement data, including service history and fiscal history for each employee. Maintain separate records for military (post- 1956) and civilian deposits.	JFMIP SR-99-5, Apr 99, pg 26		Separate or Terminate Human Resources□Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_4

HUMAN RESOURCES AND PAYROLL REQUIREMENTS

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.010			The personnel system must record incumbent related information such as date of hire, service computation date, retirement service date, severance pay date, Civil Service Retirement System, Federal Employees Retirement System, Federal Employee Group Life Insurance and Thrift Saving Plan eligibility dates, Federal Employee Health Benefit enrollment date, step increase and prior military service information must also be recorded. There is also a need for the capability to correct or cancel these actions, and provide the necessary audit trail.	JFMIP SR-99-5, Apr 99, pg 18		Acquire Human Resources□Manage Benefits□Manage Human Resources Compensation and Reimbursements□Separate or Terminate Human Resources□Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution 	HR_Data_Collection_Maintenance_And_Personnel_Processing_5
Personnel Data Collection/Maintenance	07.01.011			The personnel system must provide for automatic data conversion and electronic transfer of required data to the Office of Personnel Management (OPM) and other recipients of Government wide reporting information.	JFMIP SR-99-5, Apr 99, pg 29		Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_6

HUMAN RESOURCES AND PAYROLL REQUIREMENTS

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.012			The personnel system must enable managers and human resources staff to track past, current and pending personnel actions.	JFMIP SR-99-5, Apr 99, pg 18		Acquire Human Resources□Assign Human Resources□Develop Human Resources□Manage Benefits□Manage Human Resources Compensation and Reimbursements□Manage Patient Visibility□Separate or Terminate Human Resources□Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution 	HR_Data_Collection_Maintenance_And_Personnel_Processing_7
Personnel Data Collection/Maintenance	07.01.014			The personnel system must generate a Monthly Employee Report (SF113A) and the Monthly Full-Time Equivalent (FTE) Report (SF 113G) to OPM.	JFMIP SR-99-5, Apr 99, pg 29		Assign Human Resources□Record Time and Attendance□Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_8

HUMAN RESOURCES AND PAYROLL REQUIREMENTS

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.024			The personnel system must be able to provide organizational decision support for managers that will simplify their organization and position design decisions (e.g., Budget and Full Time Equivalent (FTE) management, activity based costing, work effort as related to performance measures and indicators).	JFMIP SR-99-5, Apr 99, pg 16		Manage Organization	 Cost Management Acquire-to-Retire Budget-to-Report Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_9
Personnel Data Collection/Maintenance	07.01.025			The personnel system should enable managers to electronically initiate the full range of recruitment-based actions (e.g., internal and external recruitment actions, reassignment actions, details) and flow these actions to the appropriate individuals and offices for approvals and processing.	JFMIP SR-99-5, Apr 99, pg 17		Acquire Human Resources Assign Human Resources Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_10

HUMAN RESOURCES AND PAYROLL REQUIREMENTS

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.026			The personnel system using position-based requirements should provide expert or decision support to generate documentation needed to complete the recruitment process. This includes preparation of vacancy announcements, which contain specific selection criteria (e.g., knowledge, skills and abilities (KSAs), and conditions of employment).	JFMIP SR-99-5, Apr 99, pg 17		Acquire Human Resources Assign Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_11
Personnel Data Collection/Maintenance	07.01.028			The personnel system must accommodate external reporting needs including those required by Treasury, OPM, The Department of Labor, the Federal Retirement Thrift Investment Board, and others.	JFMIP SR-99-5, Apr 99, pg 28		Manage Benefits Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution 	HR_Data_Collection_Maintenance_And_Personnel_Processing_12

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.031			The personnel system should support a full identification of position requirements. For example, managers should be able to annotate a position's unique requirements such as mobilization responsibilities, drug testing requirements, position sensitivity, financial disclosures obligations, position-based skill and competency requirements, and a wide variety of other position-based requirements that emerge and change over time.	JFMIP SR-99-5, Apr 99, pg 16		Acquire Human Resources □ Assign Human Resources □ Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_13
Personnel Data Collection/Maintenance	07.01.033			The personnel system should automatically generate documents that facilitate related human resources activities (e.g., recruitment, performance management, and training development).	JFMIP SR-99-5, Apr 99, pg 16		Acquire Human Resources □ Develop Human Resources □ Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_14

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.036			The personnel system should allow managers to structure organizations under their control and quickly develop classification documents through the use of standard position descriptions or generation of a new classification determination through the use of expert or decision support systems as appropriate to their requirement.	JFMIP SR-99-5, Apr 99, pg 16		Manage Organization	 Cost Management Acquire-to-Retire Budget-to-Report Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_15
Personnel Data Collection/Maintenance	07.01.039			The personnel system must automatically generate personnel action reminders that will prompt management decisions on such actions as within-grade-increase, completion of probationary period and temporary appointments, and any similar time-sensitive actions. It also should enable on-line approval or disapproval of such recurring actions.	JFMIP SR-99-5, Apr 99, pg 18		Assign Human Resources Develop Human Resources Manage Human Resources Benefits Manage Human Resources Compensation and Reimbursements Separate or Terminate Human Resources Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution 	HR_Data_Collection_Maintenance_And_Personnel_Processing_16

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.041			The system must provide for transfers for separating or transferring employees with the next regular payroll.	JFMIP SR-99-5, Apr 99, pg 29		Assign Human Resources Manage Human Resources Compensation and Reimbursements Separate or Terminate Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_18
Personnel Data Collection/Maintenance	07.01.042			The personnel system must process management and employee requested personnel actions by either the generation of paper SF-50 or the electronic storage of data associated with the SF-50. Also included in this process are those actions ancillary to employment, such as requesting security investigations, arranging physical examination and identifying drug testing requirements, requesting and approving SF-75 information, and the administration of the in-processing activities.	JFMIP SR-99-5, Apr 99, pg 18		Acquire Human Resources Assign Human Resources Manage Human Resources Benefits Manage Human Resources Compensation and Reimbursements Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution	HR_Data_Collection_Maintenance_And_Personnel_Processing_19

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.047	Y		The personnel system should provide the capability to process reduction in force actions including the determination of retention rights, issuance of notices, and generation of required documentation and must generate retention records for a Reduction in Force (RIF) based on competitive position, tenure, and retention requirements.	JFMIP SR-99-5, pgs 17 and 30		Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_20
Personnel Data Collection/Maintenance	07.01.048			The personnel system must preclude duplicate data entry by electronically producing position-embedded performance criteria necessary to generate individual performance appraisal plans.	JFMIP SR-99-5, Apr 99, pg 20		Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_21
Personnel Data Collection/Maintenance	07.01.049	Y		The personnel system should be sufficiently flexible to allow for multiple performance rating configuration and evaluation methods.	JFMIP SR-99-5, Apr 99, pg 20		Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_22

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.050	Y		The personnel system should provide for electronic routing, completion, approval, and recording of the performance plan and resulting rating from management and human resources office.	JFMIP SR-99-5, Apr 99, pg 20		Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_23
Personnel Data Collection/Maintenance	07.01.051	Y		The personnel system should have the capability to create, monitor, and maintain performance improvement plans.	JFMIP SR-99-5, Apr 99, pg 20		Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_24
Personnel Data Collection/Maintenance	07.01.052			The personnel system must provide the capability to track and record the full range of employee, management, or third party generated appeals and grievances. This includes events such as performance and conduct cases, Uniform Labor Practices, and Labor contract administration.	JFMIP SR-99-5, Apr 99, pg 20		Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_25

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.053			The personnel system tracking functionality must include such information as case nature, case date, case steps and resolution.	JFMIP SR-99-5, Apr 99, pg 20		Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_26
Personnel Data Collection/Maintenance	07.01.054	Y		The personnel system should support the conversion of the paper Official Personnel Folder (OPF) to an electronic medium, which will help agencies to reduce the significant operational burden of maintaining paper OPFs while affording human resources professionals, managers and employees easier access to historical employment information.	JFMIP SR-99-5, Apr 99, pg 18		Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_27
Personnel Data Collection/Maintenance	07.01.055			The personnel system must preclude duplicate data entry by automatically accessing position and employee information already residing within the system.	JFMIP SR-99-5, Apr 99, pg 18		Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_28

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.056	Y		The personnel system should facilitate full manager empowerment of delegated position classification authority.	JFMIP SR-99-5, Apr 99, pg 16		Manage Organization	 Cost Management Acquire-to-Retire Budget-to-Report Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_29
Personnel Data Collection/Maintenance	07.01.057	Y		The personnel system should provide sufficient flexibility to enable management to account for total work force utilization that can encompass the efforts and associated costs of contractors, military members, and volunteers.	JFMIP SR-99-5, Apr 99, pg 16		Manage Organization	 Cost Management Acquire-to-Retire Budget-to-Report Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_30

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.058	Y		The personnel system should have the flexibility to allow managers to electronically receive and act upon referral lists, resumes that contain appropriate candidates' qualification information, and fully take into account regulatory requirements.	JFMIP SR-99-5, Apr 99, pg 17		Acquire Human Resources Assign Human Resources	Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_31
Personnel Data Collection/Maintenance	07.01.059			The personnel system must provide the capability to produce pertinent information in response to classification appeals.	JFMIP SR-99-5, Apr 99, pg 16		Sustain Human Resources	Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_32
Personnel Data Collection/Maintenance	07.01.060			The personnel system must provide a means for applicants and employees to apply as either external or internal candidates for vacant positions.	JFMIP SR-99-5, Apr 99, pg 17		Acquire Human Resources Assign Human Resources Sustain Human Resources	Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_33

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.061	Y		The human resources Benefit Administration system should have the capability to enable maximum employee access to self-service personnel benefits information and automated transaction processing so that employees may manage their own benefits.	JFMIP SR-99-5, Apr 99, pg 19		Manage Benefits	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	HR_Data_Collection_Maintenance_And_Personnel_Processing_34

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.062			<p>The human resources Benefits Administration systems coverage should include:</p> <ul style="list-style-type: none"> - Federal Employees Health Benefits Life Event and Open Season Elections - Thrift Savings Plan Life Event and Open Seasons Elections - Federal Employees Group Life Insurance Life Event and Open Season Elections - Retirement Calculations for all categories of employees under all applicable retirement programs to the agency - Miscellaneous Changes (e.g., Address, name, emergency contact information) - Alternative data and processing entry points for individual with disabilities in compliance with the American Disability Act. 	JFMIP SR-99-5, Apr 99, pg 19		<p>Manage Benefits Manage Human Resources Compensation and Reimbursements Separate or Terminate Human Resources Sustain Human Resources</p>	<p>&nbsp;Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution</p>	HR_Data_Collection_Maintenance_And_Personnel_Processing_35

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.063			In support of work force development, the personnel system must provide the capability to use position and personal data already residing within the system to facilitate on-line initiation of the full range of work force development activities, which include nomination, approval, enrollment, evaluation, and personnel record documentation.	JFMIP SR-99-5, Apr 99, pg 21		Develop Human Resources □ Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_36
Personnel Data Collection/Maintenance	07.01.064			In support of work force development functions, the personnel system must record essential data relative to the cost and source of developmental activities and enable analysis of such activities to determine future budget needs and return on investment.	JFMIP SR-99-5, Apr 99, pg 21		Develop Human Resources □ Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_37

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.065			In support of employee development programs, the personnel system must support the planning, development, delivery of training and career development programs to meet agency and employee needs, and track completion of training by employees.	JFMIP SR-99-5, Apr 99, pg 21		Develop Human Resources □ Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_38
Personnel Data Collection/Maintenance	07.01.066			In support of developing training budgets, the personnel system should support the preparation of financial projections and implementation of controls, which maximize the utilization of training funds.	JFMIP SR-99-5, Apr 99, pg 21		Develop Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_39
Personnel Data Collection/Maintenance	07.01.067			To evaluate development and training activities, the personnel system must support the evaluation of the effectiveness and quality of course design, program content, delivery methodology and instructional value.	JFMIP SR-99-5, Apr 99, pg 21		Develop Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	HR_Data_Collection_Maintenance_And_Personnel_Processing_40

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.068			The payroll system must use the SSN to identify all employees paid by the Department.		DoDFMR Vol 08, Jul 08, Ch 01, 010401 A	Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	
Personnel Data Collection/Maintenance	07.01.069			The payroll system must restrict access to personnel, payroll, and disbursement records or data files to authorized personnel:		DoDFMR Vol 08, Jul 08, Ch 01, 010406 A	Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	
Personnel Data Collection/Maintenance	07.01.070			The payroll system must provide employees and managers self-service capabilities in obtaining information pertinent to their needs. For example, employees should have access to their personal employment and earnings data and managers should have access to their organizational and subordinate work force non-personal data.	JFMIP SR-99-5, Apr 99, pg 28		Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.071			'The human resources-payroll system shall ensure that employee initiated transactions are authorized by law or regulation, are accurately effected and documented, and are confirmed in a timely manner to the employee.	JFMIP SR-99-5, Apr 99, pg 19		Acquire Human Resources Assign Human Resources Manage Human Resources Benefits Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution 	
Personnel Data Collection/Maintenance	07.01.072			The human resources-payroll system shall reconcile human resource data to provide assurance that all employees on the payroll are bona fide and that all earnings, entitlements, and benefits are being computed as authorized and recognized in the human resources system.	JFMIP SR-99-5, Apr 99, pg 29		Manage Benefits Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution 	

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Personnel Data Collection/Maintenance	07.01.073			The human resources-payroll system shall produce data required by Treasury; IRS; the Social Security Administration; the Department of Labor; OPM; Equal Employment Opportunity Commission; Federal Retirement Thrift Investment Board; Federal Reserve Banks; OMB; Department of Health and Human Services; and state, local, and other taxing authorities. Examples include Central Personnel Data File (CPDF) submissions, Standard Form 113; W-2 Reporting; Retirement Records, and reports on the use of various methods of payments.	JFMIP SR-99-5, Apr 99, pg 29		Manage Benefits □ Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution 	
Human Resource Data Collection/Maintenance and Personnel Processing	07.01.074		A	The personnel pay system must be compliant with all Privacy Act and personally identifiable information requirements.		DoDI 1400.25-V1100; 12/1/2008; Enclosure 2, Para. 4.d.7			

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Civilian Time and Attendance Processing	07.02.002			In the Time and Attendance (T&A) systems, approvals shall be made individually for each employee, and an approval-automated signature shall be provided for each time and attendance report.		DoDFMR Vol 08, May 09, Ch 02, 020402 B			
Civilian Time and Attendance Processing	07.02.003			The T&A system must collect actual hours or days worked, and other pay related data, e.g., piecework, fee basis units/ dollars, and differentials for each employee.	JFMIP SR-99-5, Apr 99, pg 22	DoDFMR Vol 08, May 09, Ch 02, 020201	Manage Human Resources Compensation and Reimbursements □ Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Time_And_Attendance_Processing_1
Civilian Time and Attendance Processing	07.02.004			The T&A system must collect work and leave hours based upon an established tour of duty, including alternative work schedule/flextime hour's information. This requires pre-approved or positive acknowledgement from the approving official that the employee worked the established tour and that time and attendance data is approved.	JFMIP SR-99-5, Apr 99, pg 22	DoDFMR Vol 08, May 09, Ch 02, 020206 B	Manage Human Resources Compensation and Reimbursements □ Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Time_And_Attendance_Processing_2

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Civilian Time and Attendance Processing	07.02.006			The T&A system must support the collection of labor distribution hours based on the accounting classification code structure defined in the JFMIP Core Requirements document.	JFMIP SR-99-5, Apr 99, pg 27	DoDFMR Vol 08, May 09, Ch 02, 0208	Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Time_And_Attendance_Processing_3
Civilian Time and Attendance Processing	07.02.007			The T&A system must provide capabilities for the collection of time and attendance data on a pay period basis, e.g., daily, weekly, biweekly, semi-monthly, and/or monthly basis.	JFMIP SR-99-5, Apr 99, pg 22	DoDFMR Vol 08, Jul 08, Ch 01, 010203 H and May 09, Ch 02, 020205 I and 020402 B	Manage Human Resources Compensation and Reimbursements □ Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Time_And_Attendance_Processing_4
Civilian Time and Attendance Processing	07.02.008			The T&A system must calculate and adjust weekly, biweekly, per pay period, hours based on Fair Labor Standards Act (FLSA), Title 5, and other statutory and regulatory requirements.	JFMIP SR-99-5, Apr 99, pg 22	DoDFMR Vol 08, Jul 08, Ch 01, 010203 H and May 09, Ch 02, 0206	Manage Human Resources Compensation and Reimbursements □ Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Time_And_Attendance_Processing_5
Civilian Time and Attendance Processing	07.02.009			The T&A system must accept time and attendance data through various processing modes e.g., automated time entry or internet.	JFMIP SR-99-5, Apr 99, pg 22	DoDFMR Vol 08, May 09, Ch 02, s 020102 C 3 b and 020402 B	Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Time_And_Attendance_Processing_6

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Civilian Time and Attendance Processing	07.02.010			The T&A system must support the correction of current and prior pay periods time and attendance records.	JFMIP SR-99-5, Apr 99, pg 22	DoDFMR Vol 08, May 09, Ch 02, 0206	Manage Human Resources Compensation and Reimbursements □ Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Time_And_Attendance_Processing_7
Civilian Time and Attendance Processing	07.02.011			The T&A system must collect data on employees who work temporarily in other or multiple pay classifications.	JFMIP SR-99-5, Apr 99, pg 22;		Manage Human Resources Compensation and Reimbursements □ Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Time_And_Attendance_Processing_8
Civilian Time and Attendance Processing	07.02.012			The T&A system must be able to capture data in days, fractions of hours, or other units of measure as required.	JFMIP SR-99-5, Apr 99, pg 22;		Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Time_And_Attendance_Processing_9
Civilian Time and Attendance Processing	07.02.013			The T&A system must generate reports to monitor T&A data.	JFMIP SR-99-5, Apr 99, pg 22;		Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Time_And_Attendance_Processing_10

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Civilian Time and Attendance Processing	07.02.015			The T&A system must be able to receive electronic, or other appropriately documented, approvals from authorized approving officials. The T&A system must be able to release data for further system processing.	JFMIP SR-99-5, Apr 99, pg 22	DoDFMR Vol 08, May 09, Ch 02, s 020205 I, 020402 B, and 020501	Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Time_And_Attendance_Processing_11
Civilian Time and Attendance Processing	07.02.017			For a T&A system, a single automated code may be entered by the supervisor to approve the information contained in the file, provided that the data elements itemized in paragraph 020205, DoD FMR Vol. 8, Chapter 2, are contained in the file.	JFMIP SR-99-5, Apr 99, pg 22	DoDFMR Vol 08, May 09, Ch 02, 020402 D			
Civilian Time and Attendance Processing	07.02.020			The T&A system must determine premium pay entitlements based on schedule tour, actual hours worked, and leave data.	JFMIP SR-99-5, Apr 99, pg 22		Manage Human Resources Compensation and Reimbursements □ Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Time_And_Attendance_Processing_12

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Civilian Time and Attendance Processing	07.02.021			The payroll system must accumulate labor and cost information for use in budgeting and controlling costs; performance measurement; determining fees and prices for services; assessing programs; and management decision making. Labor costs are an integral part of determining and doing business.	JFMIP SR-99-5, Apr 99, pg 27		Establish Funds Control □ Record Time and Attendance	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Proposal-to-Reward Prospect-to-Order Service Request-to-Resolution Service-to-S	Time_And_Attendance_Processing_13
Civilian Time and Attendance Processing	07.02.022			The payroll system must accumulate work units by cost object (e.g., organization and activity), and responsibility center and be provided to other systems performing cost accounting functions.	JFMIP SR-99-5, Apr 99, pg 27		Perform Cost Analysis □ Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order Service Request-to-Resolution Service-to-Satisfaction	Time_And_Attendance_Processing_14
Civilian Time and Attendance Processing	07.02.023			To support time and attendance processing, the T&A system must edit T&A data at the earliest time to ensure that the data are complete, accurate, and in accordance with legal requirements.	JFMIP SR-99-5, Apr 99, pg 22		Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Time_And_Attendance_Processing_15

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Civilian Time and Attendance Processing	07.02.024			The Source Data Automation (SDA) system shall not cause the need for, or lead to the development of, a new interface to an existing legacy accounting system.		DoDFMR Vol 08, May 09, Ch 02, 020901 A	Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	
Civilian Time and Attendance Processing	07.02.025			The SDA system shall provide time and attendance data to Defense Civilian Payroll System (DCPS) in a timely manner each pay period.		DoDFMR Vol 08, May 09, Ch 02, 020901 B	Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	
Civilian Time and Attendance Processing	07.02.026			The SDA system must have the capability to receive data from or transmit data to more than one DCPS civilian payroll office.		DoDFMR Vol 08, May 09, Ch 02, 020901 C	Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	
Civilian Time and Attendance Processing	07.02.027			Only one SDA system process must be approved per major claimant/major command/Defense activity. Employees not using the SDA system must use the DCPS on-line time and attendance input system.		DoDFMR Vol 08, May 09, Ch 02, 020901 D	Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Civilian Time and Attendance Processing	07.02.028			The SDA system must have the capability to support supervisory electronic certification of time and attendance, even if the major claimant/major command/Defense activity does not use this capability.		DoDFMR Vol 08, May 09, Ch 02, 020901 E	Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	
Civilian Time and Attendance Processing	07.02.029			The SDA system must provide positive acknowledgment of accurate time and attendance prior to payroll processing.		DoDFMR Vol 08, May 09, Ch 02, 020901 F	Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	
Civilian Time and Attendance Processing	07.02.030			The SDA system must use standard DCPS time and attendance codes.		DoDFMR Vol 08, May 09, Ch 02, 020901 G	Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	
Civilian Time and Attendance Processing	07.02.031			The SDA system must support at least 1,000 employees.		DoDFMR Vol 08, May 09, Ch 02, 020901 H	Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Civilian Time and Attendance Processing	07.02.032			SDA system usage must eliminate any need for dual reporting of time and attendance and labor cost data.		DoDFMR Vol 08, May 09, Ch 02, 020901 I	Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	
Leave Processing	07.03.002			The payroll system must automatically convert leave taken in excess of available balance, based upon an established leave conversion hierarchy priority policy. When appropriate, provide for management review (e.g., to determine advance, leave without pay, or absence without leave).	JFMIP SR-99-5, Apr 99, pg 23	DoDFMR Vol 08, Sep 08, Ch 05, 050202 C	Manage Human Resources Compensation and Reimbursements □ Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Leave_Processing_1
Leave Processing	07.03.003			For each pay period, the payroll system must accrue each type of leave to which an employee is entitled, including partial accruals and carryovers. Special accrual rules for employees using donated leave, etc., must be accommodated.	JFMIP SR-99-5, Apr 99, pg 23	DoDFMR Vol 08, Sep 08, Ch 05 and Feb 01, Ch 07, 070201 M	Manage Human Resources Compensation and Reimbursements □ Processes Authorized Personnel and Benefits Liability Information □ Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Leave_Processing_2

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Leave Processing	07.03.004			The payroll system must process variable leave accruals for part-time employees. The accruals shall be based on actual hours in a pay status.	JFMIP SR-99-5, Apr 99, pg 23	DoDFMR Vol 08, Feb 01, Ch 07, 070301 B	Manage Human Resources Compensation and Reimbursements □ Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Leave_Processing_3
Leave Processing	07.03.005			The payroll system must determine compensatory time or credit hours to be forfeited or paid as appropriate based on predetermined elapsed time limits; maximum carry over limits; and maximum earning ceilings.	JFMIP SR-99-5, Apr 99, pg 23	DoDFMR Vol 08, Sep 08, Ch 05, 051002, 051003 and 053103	Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Leave_Processing_4
Leave Processing	07.03.006			The payroll system must maintain detailed audit trail and control data that ensure that all reported leave hours have been processed accurately and that the hours used in pay calculations are correct.	JFMIP SR-99-5, Apr 99, pg 23		Manage Human Resources Compensation and Reimbursements □ Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Leave_Processing_5
Leave Processing	07.03.007			The personnel system must provide the capability to track and report pay associated with job-related injury time (continuation of pay (COP)).	JFMIP SR-99-5, Apr 99, pg 26		Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Leave_Processing_6

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Leave Processing	07.03.008			The payroll system must provide capabilities for fiscal year-end, leave-year- end and calendar year-end processing and forfeitures in accordance with established Government-wide and agency guidelines.	JFMIP SR-99-5, Apr 99, pg 23		Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Leave_Processing_7
Leave Processing	07.03.009			The payroll system must process leave forfeiture and carryover for each employee.	JFMIP SR-99-5, Apr 99, pg 23	DoDFMR Vol 08, Aug 99, Ch 03,031102 A	Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Leave_Processing_8
Leave Processing	07.03.010			The payroll system must modify leave accruals; and/ or balances for employees who change leave systems, or work schedules (i.e., full-time to part-time, etc.).	JFMIP SR-99-5, Apr 99, pg 23		Assign Human Resources Manage Human Resources Compensation and Reimbursements Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	Leave_Processing_9
Leave Processing	07.03.011			The payroll system must process both current period and prior period leave transactions on an effective pay period basis.	JFMIP SR-99-5, Apr 99, pg 23		Manage Human Resources Compensation and Reimbursements Processes Authorized Personnel and Benefits Liability Information Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Leave_Processing_10

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Leave Processing	07.03.012			The payroll system must provide capabilities to re-compute leave balances due to prior-period hour adjustments or retroactive entitlement changes for each period subsequent to the effective period of the change (leave, benefits and payments) in the following order: (1) retroactive entitlement changes, and then (2) prior period hour adjustments.	JFMIP SR-99-5, Apr 99, pg 23		Manage Human Resources Compensation and Reimbursements Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Leave_Processing_11
Leave Processing	07.03.015			The payroll system shall maintain leave records that show for each employee: 1) the rate of accrual for each type of leave, 2) the hours or days accrued and used by leave type, 3) hours or days advanced by leave type.		DoDFMR Vol 08, Sep 08, Ch 05, 050103	Manage Human Resources Compensation and Reimbursements Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Leave_Processing_16

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Leave Processing	07.03.017			The payroll system should process leave for each reported leave type at the end of each effective pay period. Process advances, accruals, and restored leave before usage are applied to the appropriate available balance.	JFMIP SR-99-5, Apr 99, pg 23	DoDFMR Vol 08, Aug 99, Ch 03,031103 B and Sep 08, Ch 05, s 050104 B, 050107, 050202 E, 050302 B and 050804	Manage Benefits □ Manage Human Resources Compensation and Reimbursements □ Process Authorized Personnel and Benefits Liability Information □ Record Time and Attendance	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Leave_Processing_12
Leave Processing	07.03.019			Upon termination of an employee from federal employment, the payroll system must offset the dollar amount of advanced leave balances (computed at the rate of pay in effect when the leave was taken) against the dollar amount of earnings for pay period of separation and any unused annual leave (based on the current pay rate), and calculate indebtedness for leave advances upon separation and accommodate requests for waiver of collections for leave advances.	JFMIP SR-99-5, Apr 99, pg 25	DoDFMR Vol 08, Sep 08, Ch 05, 052105	Manage Human Resources Compensation and Reimbursements □ Separate or Terminate Human Resources □ Sustain Human Resources □ Update Receivable Amount	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution Service-to-Satisfaction	Leave_Processing_13

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Leave Processing	07.03.021			The payroll system must process leave accrual units for special category employees, e.g., firefighters, etc.	JFMIP SR-99-5, Apr 99, pg 23		Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Leave_Processing_14
Leave Processing	07.03.022			To support leave processing, the payroll system must offset advanced sick leave balances against subsequent pay period accruals of sick leave.	JFMIP SR-99-5, Apr 99, pg 23		Manage Human Resources Compensation and Reimbursements Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Leave_Processing_15
Payroll Withholdings/Deductions Processing	07.04.001			The payroll system must provide data to establish receivables or follow up on types of leave that may result in an employee indebtedness, including health insurance premiums for employees on approved leave without pay and certain jury duty fees while on court leave.	JFMIP SR-99-5, Apr 99, pg 26		Manage Benefits Manage Human Resources Compensation and Reimbursements Process Authorized Personnel and Benefits Liability Information Record Time and Attendance	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Withholdings_And_Deductions_Processing_1

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Withholdings/Deductions Processing	07.04.002			The payroll system must provide for percentage computation of deductions that are subject to annual or regulatory limits (e.g., the current rate for federal taxes on supplement payments, Thrift Savings plans (TSP) contributions, and Social Security taxes).	JFMIP SR-99-5, Apr 99, pg 25		Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Withholdings_And_Deductions_Processing_2
Payroll Withholdings/Deductions Processing	07.04.004			The payroll system must calculate the following deductions types for each employee: (1) mandatory deductions (e.g., retirement, federal, state, local and FICA taxes), (2) voluntary deductions (e.g., state and local taxes for multiple taxing authorities, life insurance, health insurance, thrift saving, deductions, allotments, and bonds and pre-tax deductions for transportation benefits), and (3) involuntary deductions (e.g., IRS levies, garnishment and administrative debt collection).	JFMIP SR-99-5, pgs 24-25	DoDFMR Vol 08, Jul 08, Ch 04, 040802 B, 040809 B, 041202 C, 041402 I, 041409 B, 041410 A, and 041605 B	Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Withholdings_And_Deductions_Processing_3

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Withholdings/Deductions Processing	07.04.005			The payroll system must provide the capability to handle deductions that apply to various pay periods and/or have specified limitations, e.g., garnishment pay-off amount.	JFMIP SR-99-5, Apr 99, pg 25		Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Withholdings_And_Deductions_Processing_4
Payroll Withholdings/Deductions Processing	07.04.006			The payroll system must adjust taxable gross pay by deducting pre-tax and/or tax deferred items (e.g., thrift saving deductions) and civil service retirement annuity offsets.	JFMIP SR-99-5, Apr 99, pg 25		Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Withholdings_And_Deductions_Processing_5

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Withholdings/Deductions Processing	07.04.008			The payroll system must pro-rate insurance premium deductions for part-time, seasonal, and applicable accessions and separating employee using the daily pro-ration rule.	JFMIP SR-99-5, Apr 99, pg 25	DoDFMR Vol 08, Jul 08, Ch 04, 040802 E	Manage Benefits Manage Human Resources Compensation and Reimbursements Separate or Terminate Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Withholdings_And_Deductions_Processing_6
Payroll Withholdings/Deductions Processing	07.04.009			The payroll system must accelerate deductions for employees paid an annual salary in less than one year (e.g., teachers).	JFMIP SR-99-5, Apr 99, pg 25		Manage Benefits Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Withholdings_And_Deductions_Processing_7

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Withholdings/Deductions Processing	07.04.012			The payroll system must subtract deductions calculated in the order of precedence specified by Office of Personnel Management (OPM) or other laws and regulations, while ensuring that net pay is not negative. Follow appropriate rules for taking no deductions within a priority level or partial deductions, if allowed.	JFMIP SR-99-5, Apr 99, pg 25	DoDFMR Vol 08, Jul 08, Ch 04, 040201, 040202, 041201 D, and 041409 A	Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Withholdings_And_Deductions_Processing_8
Payroll Withholdings/Deductions Processing	07.04.013			The payroll system must determine when a bond may be issued, given its type, denomination per pay deduction and balance from previous pay deductions.	JFMIP SR-99-5, Apr 99, pg 25		Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Withholdings_And_Deductions_Processing_9

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Withholdings/Deductions Processing	07.04.014			The payroll system must deduct some items in every pay period and others in selected pay periods only. e.g., discretionary allotments.	JFMIP SR-99-5, Apr 99, pg 25		Manage Benefits Manage Human Resources Compensation and Reimbursements Separate or Terminate Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Withholdings_And_Deductions_Processing_10
Payroll Withholdings/Deductions Processing	07.04.015			The payroll system must offset the dollar amount of other receivables owed the agency against earnings for pay period of separation or, if applicable, lump sum payments.	JFMIP SR-99-5, Apr 99, pg 25		Manage Human Resources Compensation and Reimbursements Processes Authorized Personnel and Benefits Liability Information Separate or Terminate Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Payroll_Withholdings_And_Deductions_Processing_11

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Withholdings/Deductions Processing	07.04.022			The payroll system, for court-ordered garnishments for alimony and child support payments, must determine if gross pay is sufficient for both payments ordered in a single garnishment. If gross pay is not sufficient for both payments ordered in a single garnishment, a proportionate share of each payment must be made to the extent gross pay is available (42 U.S.C. 659) (reference (ae)). If there are multiple garnishments for these payments, the garnishments filed earliest are withheld first.		DoDFMR Vol 08, Jul 08, Ch 04, 040201 I	Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Payroll_Withholdings_And_Deductions_Processing_15

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Withholdings/Deductions Processing	07.04.024			<p>1. If a bankruptcy court orders that a certain amount of net pay shall be paid an employee regardless of deductions, the payroll system must then:</p> <p>The amount of the net pay shall be deducted from gross pay first. Remaining deductions shall then be withheld in accordance with paragraphs 040201 (Deductions) and 040202 (Available Pay). Deductions based on gross pay (for example, Social Security/Medicare deductions which are calculated by multiplying applicable portions of the gross pay by a required percentage) shall be computed on applicable portions of the full gross pay, that is, gross pay before subtracting court-ordered net pay.</p>		DoDFMR Vol 08, Jul 08, Ch 04, 041301 A	Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Payroll_Withholdings_And_Deductions_Processing_17
Payroll Withholdings/Deductions Processing	07.04.027			The payroll system must compute the maximum variable deductions for levies, garnishments, and/or offsets based on appropriate limitations of each type of deduction.	JFMIP SR-99-5, Apr 99, pg 25		Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Payroll_Withholdings_And_Deductions_Processing_12

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Withholdings/Deductions Processing	07.04.029			The payroll system should ensure that leave without pay (LWOP), furloughs for retirement, Office of Workers Compensation Program (OWCP), education, and military purposes is separately designated and does not affect Within Grade Increase (WGI), etc.	JFMIP SR-99-5, Apr 99, pg 23			 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution 	Payroll_Withholdings_And_Deductions_Processing_13
Payroll Withholdings/Deductions Processing	07.04.031			The payroll system must electronically compare leave, benefits, and payments, for adjusted time and attendance data with prior period data and automatically compute differences.	JFMIP SR-99-5, Apr 99, pg 25		Manage Benefits<input type="checkbox"/>Manage Human Resources Compensation and Reimbursements<input type="checkbox"/>Record Time and Attendance	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Withholdings_And_Deductions_Processing_14

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Withholdings/Deductions Processing	07.04.032			The system must automatically record amounts withheld each pay period on an employee's pay record.		DoDFMR Vol 08, Jul 08, Ch 04, 040704 A	Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	
Payroll Withholdings/Deductions Processing	07.04.033			The system must be able to deduct garnishments from an employee's pay.		DoDFMR Vol 08, Jul 08, Ch 04, 041201 A	Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Computing Civilian Gross Pay	07.05.001			The payroll system must process both current period and prior period adjustments as an integral part of the payroll cycle.	JFMIP SR-99-5, Apr 99, pg 24		Manage Benefits Manage Human Resources Compensation and Reimbursements Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution 	Computing_Gross_Pay_1
Computing Civilian Gross Pay	07.05.004			The payroll system must compute pay for various types of employees, e.g., firefighters, law enforcement officers, emergency medical technicians, teachers, etc.	JFMIP SR-99-5, Apr 99, pg 24		Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Computing_Gross_Pay_2
Computing Civilian Gross Pay	07.05.005			The payroll system must (1) compute earnings amounts or rates for partial pay periods when entitlement dates do not coincide with the pay period's beginning and ending dates, and (2) process earnings adjustments on a begin-date/end-date basis.	JFMIP SR-99-5, Apr 99, pg 24		Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Computing_Gross_Pay_3

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Computing Civilian Gross Pay	07.05.006			The payroll system must calculate pay at the end of each period after properly authorized inputs have been received from the Time and Attendance Processing Function, and after personnel action processing is completed.	JFMIP SR-99-5, Apr 99, pg 24	DoDFMR Vol 08, Jul 08, Ch 01, 010203 H and Aug 99, Ch 03, 030101 F	Assign Human Resources□Manage Benefits□Manage Human Resources Compensation and Reimbursements□Record Time and Attendance□Separate or Terminate Human Resources□Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution 	Computing_Gross_Pay_4
Computing Civilian Gross Pay	07.05.007			The payroll system must calculate overtime based on FLSA, Title 5, Title 38, and Title 42 requirements.	JFMIP SR-99-5, Apr 99, pg 24	DoDFMR Vol 08, Aug 99, Ch 03,030302 B	Manage Human Resources Compensation and Reimbursements□Record Time and Attendance	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Computing_Gross_Pay_5
Computing Civilian Gross Pay	07.05.008			The payroll system must calculate current and/or retroactive adjustments for allowances, premiums and differentials as defined by law or regulation. These may be set dollar amounts or computed as a percentage of pay, applying caps or other limitations when applicable.	JFMIP SR-99-5, Apr 99, pg 24	DoDFMR Vol 08, Aug 99, Ch 03,030309, 030404 D, and 030503 C	Manage Benefits□Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Computing_Gross_Pay_6

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Computing Civilian Gross Pay	07.05.010			The payroll system must accommodate information requirements to support supplemental pay actions and recertified checks.	JFMIP SR-99-5, Apr 99, pg 24		Manage Benefits Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Computing_Gross_Pay_7
Computing Civilian Gross Pay	07.05.012			The payroll system must not allow a single lump-sum pay advance that exceeds three months' net pay for those employees authorized a permanent change of station (PCS) to a foreign area.		DoDFMR Vol 08, Aug 99, Ch 03,030901 B			
Computing Civilian Gross Pay	07.05.013			For repayment of salary advances, the payroll system shall facilitate repayments to be made by payroll deduction over a maximum of 26 pay periods.		DoDFMR Vol 08, Aug 99, Ch 03,030905 A	Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Computing_Gross_Pay_13

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Computing Civilian Gross Pay	07.05.014			When an employee separates or transfers, the outstanding balance of a payroll advance shall be due in full. The payroll system must ensure advances of pay are recoverable from the employee or the employee's estate by deduction from accrued pay, amount of retirement credit, other amounts due the employee from the government, or by other methods as provided in Defense Finance and Accounting Service (DFAS) DoDFMR, Volume 5, Chapter 25, paragraph 2503.		DoDFMR Vol 08, Aug 99, Ch 03,030905 C			
Computing Civilian Gross Pay	07.05.015			On an exception basis, the payroll system shall provide the capability to allow additional payments on an advance when circumstances warrant and the employee has not received the full amount of the maximum possible advance consistent with the employee's pay grade		DoDFMR Vol 08, Aug 99, Ch 03,030906 G			

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Computing Civilian Gross Pay	07.05.020			The payroll system must prohibit employees and service members engaged in civilian payroll functions from maintaining or servicing their own payroll and personnel records.		DoDFMR Vol 08, Jul 08, Ch 01, 010406 A 4			
Computing Civilian Gross Pay	07.05.023			To support pay processing, the payroll system must perform statutory limit and reasonableness tests on gross pay.	JFMIP SR-99-5, Apr 99, pg 24		Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Computing_Gross_Pay_8
Computing Civilian Gross Pay	07.05.024			The payroll system must compute gross pay as the sum of each rate of pay times the number of units related to it, minus retirement annuity offsets, if applicable, plus all appropriate allowances and/or other gross pay components.	JFMIP SR-99-5, Apr 99, pg 24		Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Computing_Gross_Pay_9

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Computing Civilian Gross Pay	07.05.025			The payroll system must classify and total deductions, subtract total deductions from gross pay, and apply formulas or utilize tables to determine employer contributions required for certain payroll taxes and benefits.	JFMIP SR-99-5, Apr 99, pg 24		Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Computing_Gross_Pay_10
Computing Civilian Gross Pay	07.05.026			The system must process and compute pay and deductions for multiple positions under different appointment authorities, and different pay, leave, and benefit entitlements.	JFMIP SR-99-5, Apr 99, pg 24		Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Computing_Gross_Pay_11

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Computing Civilian Gross Pay	07.05.027			The payroll system must support retirement calculations for all categories of employees under all applicable retirement programs to the agency.	JFMIP SR-99-5, Apr 99, pg 19		Manage Benefits Manage Human Resources Compensation and Reimbursements Separate or Terminate Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Computing_Gross_Pay_12
Payroll Processing and Distribution	07.06.001			The payroll system must process prior period, current, and future period pay actions, based on effective dates.	JFMIP SR-99-5, Apr 99, pg 24		Acquire Human Resources Assign Human Resources Manage Benefits Manage Human Resources Compensation and Reimbursements Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution 	Payroll_Processing_And_Distribution_1

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.009			The payroll system must support payroll adjustments and regular calculations that cross fiscal and/or calendar years, and provide needed information to the Core financial and other information systems.	JFMIP SR-99-5, Apr 99, pg 25		Assign Human Resources Calculate Payment Adjustments Manage Benefits Manage Human Resources Compensation and Reimbursements Separate or Terminate Human Resources Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Environmental Liabilities Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order S	Payroll_Processing_And_Distribution_2
Payroll Processing and Distribution	07.06.010			The payroll system must record gross pay, deductions, and net pay while generating information to update other functions and systems, including the standard general ledger maintained in the Core Financial System.	JFMIP SR-99-5, Apr 99, pg 25		Manage Benefits Manage Human Resources Compensation and Reimbursements Post to General Ledger	 Cost Management Acquire-to-Retire Budget-to-Report Concept-to-Product Deployment-to-Redeployment/Retrograde Environmental Liabilities Hire-to-Retire Market-to-Prospect Order-to-Cash Plan-to-Stock -- Inven	Payroll_Processing_And_Distribution_3

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.011			The payroll system must allow employees to update personal information, at the employee's discretion, e.g., tax withholding information, savings bond information, electronic funds transfer information, and allotments.	JFMIP SR-99-5, Apr 99, pg 25		Manage Benefits Manage Human Resources Compensation and Reimbursements Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution 	Payroll_Processing _And_Distribution _4
Payroll Processing and Distribution	07.06.013			The payroll system must be able to generate payment for severance pay, not exceeding the amount authorized for each employee, on a pay period basis and provide for Department of Defense employees, the option of a lump sum payment.	JFMIP SR-99-5, Apr 99, pg 26		Manage Human Resources Compensation and Reimbursements Separate or Terminate Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Payroll_Processing _And_Distribution _5
Payroll Processing and Distribution	07.06.014			The payroll system must make electronic funds transfer payments as well as other methods of payments, including off-cycle and third party payments.	JFMIP SR-99-5, Apr 99, pg 26		Create Electronic Fund Transfer File Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order Service-to-Satisfaction	Payroll_Processing _And_Distribution _6

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.016			The payroll system must be able to generate payment of unpaid employee compensation to beneficiaries.	JFMIP SR-99-5, Apr 99, pg 26		Manage Benefits □ Manage Human Resources Compensation and Reimbursements □ Processes Authorized Personnel and Benefits Liability Information □ Separate or Terminate Human Resources □ Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution 	Payroll_Processing_And_Distribution_7
Payroll Processing and Distribution	07.06.022			The payroll system must be able to generate employee earnings statements detailing the compositions of gross pay, deductions, net pay for the current pay period and year to date (electronic and copies).	JFMIP SR-99-5, Apr 99, pg 28	DoDFMR Vol 08, Aug 99, Ch 03, 031103 E	Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Processing_And_Distribution_8

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.024			The payroll system must maintain data that is reconciled to pass to the Core Financial System and cost accounting modules to update Fund Balances with Treasury and other asset, expense, and liability accounts, appropriation accounts, and relevant cost centers for payroll, including employer contributions.	JFMIP SR-99-5, Apr 99, pg 29		Manage Benefits □ Manage Human Resources Compensation and Reimbursements □ Processes Authorized Personnel and Benefits Liability Information	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Processing_And_Distribution_9
Payroll Processing and Distribution	07.06.025			The payroll system must make information available to other functions to generate internal and external payroll reports not created directly in the Pay Processing function.	JFMIP SR-99-5, Apr 99, pg 26		Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Processing_And_Distribution_10
Payroll Processing and Distribution	07.06.026			The payroll system must maintain each pay record by the pay period in which it was calculated and by the pay period to which it applies (the effective pay period).	JFMIP SR-99-5, Apr 99, pg 25	DoDFMR Vol 08, Jul 08, Ch 01, 010402	Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Payroll_Processing_And_Distribution_11

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.028			The payroll system must produce all reports and vouchers necessary to recognize payroll expenses, establish related receivables, and disburse all related payments. It must also produce supporting detail registers or subsidiary ledgers.	JFMIP SR-99-5, Apr 99, pg 29	DoDFMR Vol 08, Feb 01, Ch 07, 070508 C and Feb 09, Ch 09, 090205 B and 090206 A	Manage Human Resources Compensation and Reimbursements Processes Authorized Personnel and Benefits Liability Information	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Payroll_Processing _And_Distribution _12
Payroll Processing and Distribution	07.06.029			The payroll system must produce managerial reports to facilitate monitoring of human resources costs, leave authorizations, and personnel actions by human resources/payroll staff members and by operational supervisors or managers.	JFMIP SR-99-5, Apr 99, pg 28		Acquire Human Resources Assign Human Resources Manage Benefits Manage Human Resources Compensation and Reimbursements Record Time and Attendance Separate or Terminate Human Resources Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution	Payroll_Processing _And_Distribution _13
Payroll Processing and Distribution	07.06.031			The payroll system must provide for tax deduction reporting and reconciliation and correction processing. These functions should be available for each taxing authority.	JFMIP SR-99-5, Apr 99, pg 29	DoDFMR Vol 08, Feb 01, Ch 07, 070508 C	Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Payroll_Processing _And_Distribution _14

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.032			The payroll system must derive summary totals for earnings, deductions, contributions, and paid hours for internal control purposes and to facilitate reconciliation.	JFMIP SR-99-5, Apr 99, pg 29		Manage Benefits Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Processing _And_Distribution _16
Payroll Processing and Distribution	07.06.035			The payroll system must accommodate information requirements for accounting transactions for accruals of pay and benefits during the year. This process is to provide for accruing and reversing accounting information relative to pay and benefits.	JFMIP SR-99-5, Apr 99, pg 26	DoDFMR Vol 04, Jun 09, Ch 10, 100203	Manage Benefits Manage Human Resources Compensation and Reimbursements Process Authorized Personnel and Benefits Liability Information	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Processing _And_Distribution _17

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.036			The payroll system must provide a means for correcting accounting transactions for an employee for one or more past pay periods. The correction should also generate adjusting accounting transactions to reverse the improper charges and record the correct ones.	JFMIP SR-99-5, Apr 99, pg 26		Manage Benefits Manage Human Resources Compensation and Reimbursements Processes Authorized Personnel and Benefits Liability Information	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Processing _And_Distribution _18
Payroll Processing and Distribution	07.06.037			The payroll system must notify agency payroll and personnel office staff of incorrect or missing data.	JFMIP SR-99-5, Apr 99, pg 29		Manage Benefits Manage Human Resources Compensation and Reimbursements Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution 	Payroll_Processing _And_Distribution _20

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.040			The payroll system must provide a report for health benefit deductions not taken (e.g., for an employee on leave without pay).	JFMIP SR-99-5, Apr 99, pg 30	DoDFMR Vol 08, Jul 08, Ch 04, 040802 B	Manage Benefits Manage Human Resources Compensation and Reimbursements Record Time and Attendance	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Processing_And_Distribution_21
Payroll Processing and Distribution	07.06.041			The payroll system must provide a report of employee debt, caused by prior-period adjustments or current-period computation, to be used in administrative collection.	JFMIP SR-99-5, Apr 99, pg 30		Assign Human Resources Manage Benefits Manage Human Resources Compensation and Reimbursements Processes Authorized Personnel and Benefits Liability Information Sustain Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service Request-to-Resolution 	Payroll_Processing_And_Distribution_22
Payroll Processing and Distribution	07.06.042			The payroll system must provide an output matrix of reports that describes a report by its title, purpose, frequency, distribution level, and the media used to distribute.	JFMIP SR-99-5, Apr 99, pg 29		Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Payroll_Processing_And_Distribution_23

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.046			The payroll system must generate reports at specific time intervals or upon request, including reports that span fiscal year, calendar years, or other time periods.	JFMIP SR-99-5, Apr 99, pg 28		Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Payroll_Processing_And_Distribution_24
Payroll Processing and Distribution	07.06.047			The payroll systems user outputs produced must include all vouchers and reports necessary to recognize payroll expenses and authorize related disbursements.	JFMIP SR-99-5, Apr 99, pg 28		Manage Benefits □ Manage Human Resources Compensation and Reimbursements □ Process Authorized Personnel and Benefits Liability Information	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Processing_And_Distribution_25
Payroll Processing and Distribution	07.06.051			The payroll system must provide system flexibility in accepting data from multiple media that recognizes the unique data input requirements of interface systems.	JFMIP SR-99-5, Apr 99, pg 31		Manage Human Resources Compensation and Reimbursements □ Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	Payroll_Processing_And_Distribution_26

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.052			The payroll system must subject all transactions from interfacing systems to the standard human resources payroll system edits, validations, and error-correction procedures.	JFMIP SR-99-5, Apr 99, pg 31	DoDFMR Vol 08, Jul 08, Ch 01, 010406 A	Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Payroll_Processing_And_Distribution_27
Payroll Processing and Distribution	07.06.054			The payroll system must provide the capability to identify and process transactions from other systems that enter and update the standard human resources-payroll system.	JFMIP SR-99-5, Apr 99, pg 31		Manage Human Resources Compensation and Reimbursements □ Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	Payroll_Processing_And_Distribution_28
Payroll Processing and Distribution	07.06.057			The payroll system must allow users to customize output for reporting and providing interfaces to other systems necessary to meet agency requirements for external processing (e.g., retirement processing, general ledger posting, budget formulation, budget execution).	JFMIP SR-99-5, Apr 99, pg 31		Manage Benefits □ Manage Human Resources Compensation and Reimbursements □ Performance Financial Reporting □ Separate or Terminate Human Resources □ Sustain Human Resources	 Cost Management Acquire-to-Retire Budget-to-Report Concept-to-Product Deployment-to-Redeployment/Retrograde Environmental Liabilities Hire-to-Retire Market-to-Prospect Order-to-Cash Plan-to-Stock -- Inven	Payroll_Processing_And_Distribution_29

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.061			To support pay processing, the payroll system must capture the overtime rate in effect when compensatory time is earned for future pay out.	JFMIP SR-99-5, Apr 99, pg 25	DoDFMR Vol 08, Sep 08, Ch 05, 051002 and 051003	Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Payroll_Processing_And_Distribution_30
Payroll Processing and Distribution	07.06.062			To support pay processing, the payroll system must support the unemployment compensation for employees (UCFE) processing and responding to ES 931 Request for Wage and Separation Information-UCFE requests.	JFMIP SR-99-5, Apr 99, pg 26		Manage Benefits□Manage Human Resources Compensation and Reimbursements□Separate or Terminate Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Processing_And_Distribution_31
Payroll Processing and Distribution	07.06.063			To support pay processing, the payroll system must maintain data to support preparation of notifications of employee indebtedness, e.g. health benefits.	JFMIP SR-99-5, Apr 99, pg 26		Manage Benefits□Manage Human Resources Compensation and Reimbursements□Separate or Terminate Human Resources	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Processing_And_Distribution_32

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.066			To support reporting, reconciliation, and records retention, the system should maintain an employment history of the employee with the information comparable to that in the employee's Official Personnel Folder (OPF).	JFMIP SR-99-5, Apr 99, pg 28		Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	Payroll_Processing_And_Distribution_33
Payroll Processing and Distribution	07.06.067			To support reporting, reconciliation, and records retention, the system should maintain a pay history showing gross pay by type, deductions by type, and net pay for each pay period.	JFMIP SR-99-5, Apr 99, pg 28		Manage Human Resources Compensation and Reimbursements □ Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	Payroll_Processing_And_Distribution_34
Payroll Processing and Distribution	07.06.068			To support reporting, reconciliation, and records retention, the system should maintain a time and attendance history showing hours, or days worked by type of pay for each pay period.	JFMIP SR-99-5, Apr 99, pg 28	DoDFMR Vol 08, Jul 08, Ch 01, 0103 and 010402 C	Manage Human Resources Compensation and Reimbursements □ Record Time and Attendance □ Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	Payroll_Processing_And_Distribution_35

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.069			To support reporting, reconciliation, and records retention, the system should maintain a leave history showing beginning balances, leave accruals, leave usage, and ending balances, by type for each period.	JFMIP SR-99-5, Apr 99, pg 28	DoDFMR Vol 08, Jul 08, Ch 01, 0103 and 010402 C; Vol 04, Jun 09, Ch10,100207	Record Time and Attendance □ Sustain Human Resources	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	Payroll_Processing_And_Distribution_36
Payroll Processing and Distribution	07.06.070			To support reporting, reconciliation, and records retention, the system must provide the capability to generate routine human resources and payroll reports that are prescribed by the functional users.	JFMIP SR-99-5, Apr 99, pg 28		Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Payroll_Processing_And_Distribution_37
Payroll Processing and Distribution	07.06.073			To support reporting, reconciliation, and records retention,, the payroll system must provide disbursement voucher data for verification and certification of the payroll process.	JFMIP SR-99-5, Apr 99, pg 29		Manage Human Resources Compensation and Reimbursements □ Validate Ready to Pay File Information	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order Service-to-Satisfaction	Payroll_Processing_And_Distribution_38

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.074			To support reconciliation functions, the payroll system must compile employee data related to health insurance enrollment for validations purposes.	JFMIP SR-99-5, Apr 99, pg 30		Manage Benefits Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	Payroll_Processing _And_Distribution _39
Payroll Processing and Distribution	07.06.078			The system must maintain and/or dispose of personnel payroll records in accordance with Government-wide and agency specific guidelines.	JFMIP SR-99-5, Apr 99, pg 30		Manage Human Resources Compensation and Reimbursements	 Cost Management Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Prospect-to-Order	Payroll_Processing _And_Distribution _40
Payroll Processing and Distribution	07.06.079			The agency system must provide for the reconciliation of human resources and payroll data within the system, for comparison and reconciliation with that of disbursing, accounting, and other administrative systems/subsystems/modules to ensure accuracy, completeness, and data integrity.	JFMIP SR-99-5, Apr 99, pg 29		Manage Human Resources Compensation and Reimbursements Sustain Human Resources Validate Ready to Pay File Information	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Procure-to-Pay Prospect-to-Order Service-to-Satisfaction	Payroll_Processing _And_Distribution _41

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.080			DoD civilian payroll systems must support the various legal and regulatory requirements by generating reports at regular intervals, on an as-needed basis or by producing reports to meet special requirements. They also must support management by generating reports that provide the necessary information to ensure the system's integrity.		DoDFMR Vol 08, Feb 09, Ch 09,090201	Manage Benefits □ Manage Human Resources Compensation and Reimbursements □ Record Time and Attendance	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	
Payroll Processing and Distribution	07.06.081			The payroll system must provide capability to query current, historical, and/or archived data.		DoDFMR Vol 08, Jul 08, Ch 01, 0102	Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.082			The system shall maintain a record of all changes made after records have been approved or certified		DoDFMR Vol 08, Jul 08, Ch 01, 010406 A	Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	
Payroll Processing and Distribution	07.06.083			The payroll system must record automated system changes to data in such a way that an audit trail is maintained to show or provide reference to documents which show the original and new data and the authorization for the change. Such changes may be made only on the basis of properly approved documents authorizing the changes.		DoDFMR Vol 08, Jul 08, Ch 01, 010406 A	Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.084			The system must provide audit trails for the detection and systematic correction of errors by enabling the system to trace or replicate transactions (including system-generated transactions) from the source to the resulting record or report, or from the record or report back to the source.		DoDFMR Vol 08, Jul 08, Ch 01, 010406 B	Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	
Payroll Processing and Distribution	07.06.085			The payroll system must store audit trail data in the standard human resources/payroll data files.	JFMIP SR-99-5, Apr 99, pg 30		Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll Processing and Distribution	07.06.086			DoD payroll operations and systems shall provide timely and accurate payments to all those entitled to be paid, in compliance with appropriate statutes and regulations, with consideration being given to all authorized deductions from gross pay.		DoDFMR Vol 08, Ch 01; July 2008; 010201 B 1			Human-Resources_Payroll_04
Payroll Processing and Distribution	07.06.087			DoD payroll operations and systems shall provide proper control, retention, and disposition of all payroll-related documents.		DoDFMR Vol 08, Ch 01; July 2008; 010201 B 3			Human-Resources_Payroll_05
Payroll Processing and Distribution	07.06.088			DoD payroll operations and systems shall provide interface(s) of the payroll function with general ledger, cost accounting, and personnel functions; with provisions for reconciling common data elements in the payroll system and these interrelated systems.		DoDFMR Vol 08 Ch 01; July 2008; 010201 B 7			Human-Resources_Payroll_07
Payroll Processing and Distribution	07.06.089			The payroll system must contain ad hoc reporting, and should also include data browsing tools with rapid-response, graphically-oriented, and user-friendly access to the system database.	JFMIP SR-99-5, Apr 99, pg 28				

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Military Pay	07.07.001			The military pay system must compute monthly compensation as if each month had 30 days.		DoDFMR Vol 07A, Mar 09, Ch 01, 010202 A 1			
Military Pay	07.07.002			For members of the Uniformed Services entitled to receive compensation for continuous periods of less than 1 month, the military pay system must compute pay and allowances for each day of the period at the rate of 1/30 of the monthly amount of such pay and allowances.		DoDFMR Vol 07A, Mar 09, Ch 01, 010202 A 2			
Military Pay	07.07.003			The military pay system must deduct 1/30th of 1 month's pay for each day's absence in a non-pay status.		DoDFMR Vol 07A, Mar 09, Ch 01, 010202 B 1			
Military Pay	07.07.004			The military pay system must compute forfeiture of pay and allowances, for unauthorized absences and other lost time as instructed in subparagraph 010202.B of DoDFMR Volume 7 A.		DoDFMR Vol 07A, Mar 09, Ch 01, 010302 A			
Military Pay	07.07.005			The military pay system must compute monthly pay by dividing the annual salary into 12 equal installments.		DoDFMR Vol 07A, Mar 09, Ch 01, 010202 C			

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Military Pay	07.07.006			a. For an enlisted member who accepts an appointment as an officer, the military pay system shall, following the appointment, compute the amount to be paid at the greater of: The pay and allowances to which such member would be entitled if the member had remained in the last enlisted grade held before appointment as an officer and continued to receive increases in pay and allowances authorized for that grade The pay and allowances to which the member thereafter becomes entitled as an officer.		DoDFMR Vol 07A, Mar 09, Ch 01, 010203 A. 1. a.-b.			

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Military Pay	07.07.007			a. The military pay system must compute the pay of a warrant officer who accepts an appointment as a commissioned officer will, following appointment, be paid the greater of: The pay and allowances to which the member thereafter becomes entitled as a commissioned officer, The pay and allowances to which such member would be entitled if the member had remained in the last warrant officer grade held before appointment as a commissioned officer and continued to receive increases in pay and allowances authorized for that grade In the case of an officer who was formerly an enlisted member, the pay and allowances to which entitled, under subparagraph 010203.A.3.c of DoDFMR Volume 7 Chapter 1, before appointment as an officer.		DoDFMR Vol 07A, Mar 09, Ch 01, 010203 A. 2. a.-c.			

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Military Pay	07.07.008			a. For reserve members called to active duty, the military pay system must compute the pay and allowances for the necessary travel time from: Home to first duty station Last duty station to home (except when released from active duty for retirement, dismissed, discharged from active duty or upon resignation).		DoDFMR Vol 07A, Mar 09, Ch 01, 010205 A. 1			
Military Pay	07.07.009			For service members on authorized leave the military pay system must compute pay and allowances except as otherwise provided in Table 1-11 in accordance with DoDFMR (Feb 09) Volume 07A, Chapter 1.		DoDFMR Vol 07A, Mar 09, Ch 01, 010301 A			
Military Pay	07.07.010			For a prepayment program, an automated direct loan system should generate a prepayment offer to be sent to eligible borrowers for participation in the prepayment program.		DoDFMR, Vol 07A, Mar 09, Ch 01, 010402 A			
Military Pay	07.07.011			For a prepayment program, an automated direct loan system should record receipt of commitment letters from borrowers.		DoDFMR Vol 07A, Mar 09, Ch 01, 010405			

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Military Pay	07.07.012			The military pay system must compute special pay, continuation pay, bonuses, incentive pay, etc., for service members as authorized in DoDFMR (Feb 09) Volume 07A, Chapters 5-11, 14-15, and 17- 24.		DoDFMR, Vol 07A, Aug 09, Ch 5-11, 14-15, 17-24			
Military Pay	07.07.013			The military pay system must compute a service member's authorized allowances (Basic Allowance for Subsistence (BAS), Basic Allowance for Housing (BAH), Family Separation Allowance (FSA), etc.) in accordance with DoDFMR (Feb 09) Volume 07A, Chapters 25 - 31.		DoDFMR, Vol 07A, Aug 09, Ch 25-27			
Military Pay	07.07.014			The military pay system must compute advance pay and allowances, as well as casual and partial pay, as authorized in DoDFMR Volume7A, Chapters 28-32.		DoDFMR, Vol 07A, Aug 09, Ch 28-32			

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Military Pay	07.07.015			The military pay system must compute payment for unused accrued leave for a service member who is discharged under honorable conditions unless the member continues on active duty under conditions that require accrued leave to be carried forward.		DoDFMR, Vol 07A, Feb 09, Ch 35, 350101 A			
Military Pay	07.07.016			The military pay system must compute a service members' allotments in accordance with DoDFMR, Vol 07A, Aug 09, Ch 41-43 .		DoDFMR, Vol 07A, Aug 09, Ch 41-43			
Military Pay	07.07.017			The military system must consider that no pay is lost for unauthorized absence on the 31st day of the month, except when it is the first day of absence or when the employee is paid for the day under DoDFMR Vol 07A, Mar 09, Ch 01, 010202 B 1.		DoDFMR Vol 07A, Aug 09, Ch 21, 010202 B 2			

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Military Pay	07.07.018			For an absence in a non-pay status on the 28th of February, in a non-leap year, the military pay system must deduct pay for 3 days. If member is absent only on the 28th day of February in a leap year, the military pay system will deduct the pay for 1 day - the 28th. If absence occurs on the 29th of February, in a leap year, the military pay system will deduct pay for 2 days.		DoDFMR Vol 07A, Mar 09, Ch 01, 010202 B 3			
Military Pay	07.07.024			The military pay system must compute payment on behalf of mentally incompetent members, missing members, missing in actions members, or interned payment to dependents.		DoDFMR Vol 07A, Sep 08, Ch 33 and Jun 08, Ch 34			
Military Pay	07.07.025			The military pay system must compute payments on behalf of deceased members.		DoDFMR Vol 07A, Feb 09, Ch 36			
Military Pay	07.07.026			The military pay system must compute benefits for members held as captives.		DoDFMR Vol 07A, Nov 08, Ch 37			

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Military Pay	07.07.027			The military pay system must be able to compute payments to service academy cadets and midshipmen, prep school students, service academy officials and aviation cadets.		DoDFMR Vol 07A, Oct 07, Ch 38 and Aug 08, Ch 39			
Military Pay	07.07.029			The military pay system must be able to compute deductions for Armed Forces Home, Service members' group life insurance, forfeitures of pay resulting from non-judicial punishment or from court martial sentence, and stoppages and collections not resulting from a court martial.		DoDFMR Vol 07A, Jun 08, Ch 46; Sep 08, Ch 47; Nov 08, Ch 48; Jun 08, Ch 49; and Sep 06, Ch 50			
Military Pay	07.07.030			The military pay system must be able to compute the deductions for voluntary private health insurance and dependent dental plans.		DoDFMR Vol 07A, Jun 08, Ch 53 and Sep 08, Ch 54			
Military Pay	07.07.031			The military pay system must be able to compute pay and allowances for members of a reserve component not on extended active duty for the number of drills performed.		DoDFMR Vol 07A, Feb 09, Ch 57			

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Military Pay	07.07.032			The military pay system must be able to compute payments to senior reserve officer training Corp personnel and stipend and financial assistance program recipients.		DoDFMR Vol 07A, Sep 08, Ch 59			
Military Pay	07.07.033			The military pay system must be able to compute bonuses for the members of the Individual Ready Reserves, make stipend payments to health professionals, and bonuses to Nurse Officer Candidates.		DoDFMR Vol 07A, Jun 09, Ch 61; Mar 09, Ch 62; and Aug 09, Ch 63			
Payroll System Integration Requirements	07.08.001			The personnel system must be integrated or interfaced with other applicable systems, such as the DCPS, general ledger or installation-level general accounting system.		DoDFMR Vol 08, Jul 08, Ch 01, 0102; Sep 08, Ch 05, 050107	Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll System Integration Requirements	07.08.002			The payroll system must be integrated or interfaced with the personnel systems to obtain current information on which to process pay entitlements, leave, and allowances.		DoDFMR Vol 08, Jul 08, Ch 01, 010203 C and 010405 A	Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	
Payroll System Integration Requirements	07.08.003			The payroll systems must be integrated or interfaced with the cost accounting system to distribute and charge payroll labor cost data to appropriations, jobs, projects, programs, and departments; to help in properly evaluating operations and management; and to support budget formulation and execution		DoDFMR Vol 08, Jul 08, Ch 01, 010203 C; May 09, Ch 02, 020801; Sep 08, Ch 05, 050107	Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	

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Chapter	Req Id	Value Added?	Change Type	Requirement	Federal Sources	DoD Sources	BPM Processes	End 2 End Process	DFMIG Rule Name
Payroll System Integration Requirements	07.08.004			The payroll systems must be integrated or interfaced with other financial management systems to meet reporting and management objectives.		DoDFMR Vol 08, Jul 08, Ch 01, 010203 C	Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	
Payroll System Integration Requirements	07.08.005			To support incoming system interfaces, the human resources-payroll system shall provide system capability to customize data input, processing rules, and edit criteria. Provide flexibility in defining internal operational procedures and in supporting agency requirements.	JFMIP SR-99-5, Apr 99, pg 26		Manage Benefits □ Manage Human Resources Compensation and Reimbursements	 Cost Management Acquire-to-Retire Concept-to-Product Deployment-to-Redeployment/Retrograde Hire-to-Retire Market-to-Prospect Order-to-Cash Prospect-to-Order Service Request-to-Resolution Service-to-Satisf	
Payroll System Integration Requirements	07.08.006			DoD civilian payroll systems must prepare reports accurately and promptly and distributed to the appropriate recipients to ensure receipt when the information will be of maximum benefit.		DoDFMR Vol 08, Ch 09; February 2009; 090201 A			Human-Resources_Payroll_23

ACRONYMS

CDO	Chief Disbursing Officer
DFAS	Defense Finance and Accounting Service
DoD	Department of Defense
DoDFMR	DoD Financial Management Regulation
FACTS	Federal Agencies' Centralized Trial-Balance System
FASAB	Federal Accounting Standards Advisory Board
FFMIA	Federal Financial Management Improvement Act
FICA	Federal Insurance Contribution Act
FLSA	Fair Labor Standards Act
FSIO	Financial System Integration Office
IRS	Internal Revenue Service
JFMIP	Joint Financial Management Improvement Program
OMB	Office of Management and Budget
OPEB	Other Post-Employment Benefits
ORB	Other Retirement Benefits
SFFAS	Statement of Federal Financial Accounting Standards
SGL	Standard General Ledger
SR	System Requirements
SSA	Social Security Administration
SSN	Social Security Number
TAFS	Treasury Appropriation Fund Symbol
TIN	Taxpayer Identification Number
USSGL	United States Standard General Ledger