



Title: I, Payroll/Personnel Manual

Chapter:

Bulletin: Title I, 12-14, New Release of the Special Payroll Processing System Web-Based (SPPSWEB)

Date: May 11, 2012

To: Subscribers of All Title I Publications (Payroll/Personnel)

This bulletin is being issued to announce the latest release of the Special Payroll Processing System Web-Based (SPPSWEB).

This new version will be available on the Application Launchpad on the National Finance Center (NFC) Web site ([www.nfc.usda.gov](http://www.nfc.usda.gov)) effective Monday, May 14, 2012. This version of SPPSWEB is being implemented as an upgrade to the current technology platform that SPPSWEB is built on.

Because this is a technology upgrade, all of the current features of SPPSWEB were maintained and changes were made in the visual appearance of the application pages. Additionally, the new version also includes the following new features:

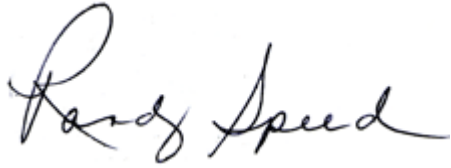
- Addition of an email address on the Add Adjustment and Adjustment Detail Windows
- Greater utilization of the Notes feature between the Agency and NFC personnel
- Inclusion of Last Updated By and Entered By fields on the Inquiry Screens
- Enhanced Search capability
- Addition of Miscellaneous Payment Types for the following:
  - Gym Fitness (Department of Homeland Security only)
  - Foreign/New Hire Advances

The procedure manual for this application, which is available online at the NFC Web site, has been updated to include the information in this bulletin. To view and/or print this procedure, go to the **NFC Home Page** (<http://www.nfc.usda.gov>) and click the **Publications** link at the top of the page. At the Publications page right-hand menu, click **Procedures by Acronym** or **Procedures by Title/Chapter** then search on the list provided for SPPSWEB. Easy-to-use help is also available in SPPSWEB by clicking **HELP** in the top navigation menu of each page.

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For questions about NFC processing, contact the Payroll/Personnel Call Center (Option 3, then Option 1) at **1-800-981-3026** or *EmpowHR* Help Desk at **1-888-367-6955**.



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