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Title: I, Payroll/Personnel Manual

Chapter:

Bulletin: Title I, 09-20, New Fields Added to the Information Research/Inquiry System (IRIS)

Date: September 24, 2009

To: Holders of the Payroll/Personnel Manual

This bulletin is being issued to announce that effective Pay Period 20, 2009, (September 27, 2009, through October 10, 2009) new fields are being added to IRIS.

IRIS Program IR116, Life Insurance, and IRIS Program IR516, PERHIS Life Insurance

The field, FEGLI Age Change Date, is being added to these programs. This is a 6-position date field used to indicate when an employee's FEGLI age bracket changes. This field is populated after Nature of Action Code (NOAC) 903 ZOO is processed for an employee.

IRIS Program IR515, PERHIS Health Benefits

The field, FEHB Tax Deferred Status, is being added to this program. This is a 1-position field used to designate whether or not an employee's FEHB premium is tax deferred.

IRIS Procedure

The IRIS procedure, 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 NFC's Home Page (www.nfc.usda.gov) and click the **Publications** link at the top of the page. At the Publications page right-hand Quick Picks menu, click **Procedures by Acronym** or **Procedures by Title/Chapter** then search for IRIS on the list provided.

Illustrations of these IRIS Programs are included in the attachment to this bulletin.

Please refer questions about IRIS to the Payroll/Personnel Call Center at **504-255-4630**.

 for

JOHN S. WHITE, Acting Director
Government Employees Services Division

Attachment

Information Research/Inquiry System

IRIS Program IR116, Life Insurance

```
SSN 000000000 AG          * LIFE INSURANCE *          XX/XX/XX IR116
SCREEN 000 NAME

FEGLI COURT ORDER          FEGLI DESIGNATED BENEFIT
FEGLI ASSIGNMENT IND -     FEGLI POST ELECT BASE INS  -
▶FELGI AGE CHANGE DATE 00 00 00◀

                                RECORD NUMBER 0000

PLAN CODE                   BENEFIT TYPE          0
COVERAGE CODE              AGE BRACKET CODE
DATE EFFECTIVE              00 00 00 BASIC COST ALTERNATE
BASIC COVERAGE AMOUNT      .00 ACTION CODE          0
BIWEEK DEDUCT NON TABLE   .00 COVERAGE AMOUNT FURNISHED
OPTION A FACTOR             BASIC RATE DETERMINANT    0
OPTION B FACTOR             PLAN TYPE                 0
OPTION C FACTOR             0 ADJUST FLAG
                                TAX DEFERRED CODE

PLAN NAME _____
COVERAGE DESCRIPTION _____
PAYEE NAME _____

PLEASE ENTER SSNO AND PRESS ENTER          1400
PF1 = SUB MENU      PF5 = HELP      ENTER = INQUIRY      CLEAR = EXIT
```

Figure 1. IRIS Program IR116, Life Insurance

IRIS Program IR515, PERHIS Health Benefits

```
SSN 000000000 AG          * PERHIS HEALTH BENEFITS *          XX/XX/XX IR515
SCREEN 000 NAME          PERHIS RCD. 0000

                                RECORD 0000

ENROLLMENT CODE            0

COVERAGE CODE              PART TIME FEHB COVERAGE  0
BENEFIT TYPE               0 DATE PROCESS PP BEGINS    00 00 00
DATE EFFECTIVE             00 00 00 USER ID
                                ▶FEHB TAX DEFERRED STATUS◀ _

PLEASE ENTER SSNO AND PRESS ENTER          1400
PF1 = SUB MENU      PF5 = HELP      PF12 = PREV      ENTER = INQUIRY      CLEAR = EXIT
```

Figure 2. IRIS Program IR515, PERHIS Health Benefits

IRIS Program IR516, PERHIS Life Insurance

```
SSN 000000000 AG          * PERHIS LIFE INSURANCE *          XX/XX/XX IR516
SCREEN 000 NAME                                     PERHIS RCD. 0000

                                RECORD 0000

                                COVERAGE CODE

                                FEGLI IND                0

                                BASIC COVERAGE AMOUNT      0000

                                ►FEGLI AGE CHANGE DATE      00 00 00◀

PLEASE ENTER SSNO AND PRESS ENTER          1400
PF1 = SUB MENU    PF5 = HELP    PF12 = PREV    ENTER = INQUIRY    CLEAR = EXIT
```

Figure 3. IRIS Program IR516, PERHIS Life Insurance