

# DCHRMS NEWSLETTER

Defense Civilian Human Resource Management System

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**Ms. Michelle LoweSolis, SES**  
Director, Defense Civilian  
Personnel Advisory Service

## *A Message from the Director*

Welcome to our latest DCHRMS Newsletter! In our last newsletter, I told you it was only two years ago that we tested the DCHRMS prototype back in June 2019. At that time, the team identified eight critical gaps we needed the vendor to address. We expect the last of the critical gaps to be closed in the Aug 21 release. Once we receive this release from the vendor, we will finalize the configuration of the system, execute User Acceptance Testing (UAT) and complete end-user training for the team at DFAS. We are targeting the second quarter of FY22 to deploy the Defense Civilian Human Resources Management System (DCHRMS) to the Defense Finance Accounting Service (DFAS). We have made a lot of progress in two years with the help of our key stakeholders at DFAS and literally hundreds of functional experts across the Department. A huge thank you to all involved!

What kind of progress have we made you ask? At the end of June, we will have 134 Natures of Action (NOAs) configured in the system – all of the NOAs we need for a DFAS deployment except for two. We will also have several reports/forms complete this month, including the SF-50 and SF-52 for all 134 NOAs, MD 715 EEO reports, SF-113A employment report, and the SF-75 among others. Several suspense actions like Within-Grade Increases, Change in Tenure, Termination – Expiration of Appointment and Return to Duty have also been configured and tested. I am also excited to report the Employment Verification self-service application is configured and extremely easy to use. Remember that we are using a Software as a Service platform so all of this has to be configured to meet the Office of Personnel Management's (OPM) guidance.

What is left to accomplish? Two NOAs – Cancellations and Corrections – are still pending with configuration beginning shortly. Mass actions, suspenses, Central Personnel Data File (CPDF) edits and interfaces are in progress; some have been configured, with work on the remainder starting in July and continuing through first quarter FY22. The configuration for enterprise time-to-hire also begins in July, and I am hoping to see a demo before the end of the month. We will also be testing the migration of open Recruit Request for Personnel Actions (RPAs) later this summer. So while a lot of work has been accomplished, there is still critical capability that we need in DCHRMS before we can go live. However, I know we have the right team working it.

While we are well down the road to delivering DCHRMS, I am somewhat sad to say I won't be completing the journey with you. I will be retiring and heading back home to San Antonio at the end of July. Definitely not an easy decision, but one that is right for my family. Being the Defense Civilian Personnel Advisory Service (DCPAS) Director has been the privilege of a lifetime and watching the functional community come together to get DCHRMS to where it is now has been an absolute pleasure to see. I will continue to watch and cheer you on from afar. And I look forward to celebrating with you when DCHRMS goes live at DFAS next year. Until then, I know I leave this program in the best of hands. Mr. Daniel Hester, my extraordinary deputy, will be providing the director's update in the next DCHRMS newsletter. Until then, take care!

*Michelle LoweSolis*  
Director, Defense Civilian  
Personnel Advisory Services

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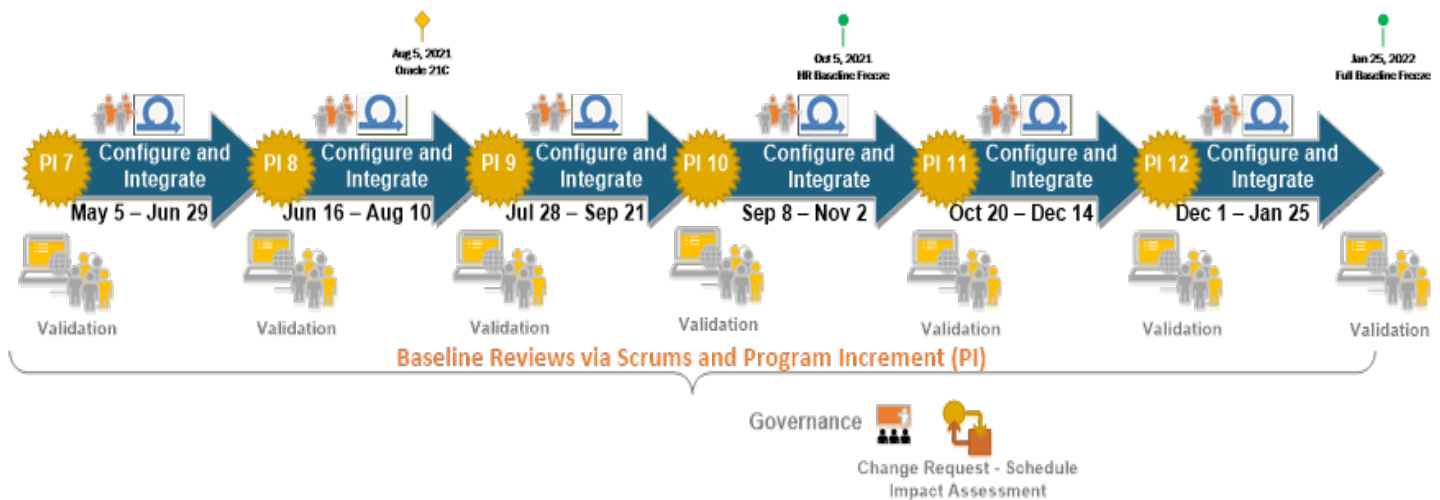
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## New DCHRMS Schedule and Key Milestones:

We are very excited that things are progressing nicely with the development and configurations of the Defense Civilian Human Resources Management System (DCHRMS) for the Defense Finance Accounting Service (DFAS) Initial Operating Capability (IOC). Once again, we want to reiterate our commitment to deploying a system that meets the Department's requirements. Particularly, we want to emphasize our commitment to mitigate critical gaps while working closely with our partners. To that end, we recently received the Oracle 21B release which addresses some key functionality. The Oracle 21B release delivered the ability to add documents of records, control defaulting of the effective date in employment flows and the ability to save work in progress along with many other features.

In order to deploy by the second quarter of FY22, we will be using the Oracle 21C release as a baseline which comes out in August this year. Additionally, the Human Resources (HR) Core configurations will freeze by October 5, 2021 to allow time to complete other technical areas (e.g. additional reports, interfaces, conversion, etc.) dependent upon the Human Capital Management (HCM) configurations within DCHRMS. Moreover, a full system freeze will be required by January 25, 2022 in order to begin User Acceptance Testing (UAT), close critical defects, and complete the Risk Management Framework (RMF) application package to receive an Approval to Operate (ATO) for DCHRMS. Ultimately, those activities will get us to a deployment by the end of the second quarter of FY 22.



## Reduction in Force (RIF) Tool Testing:

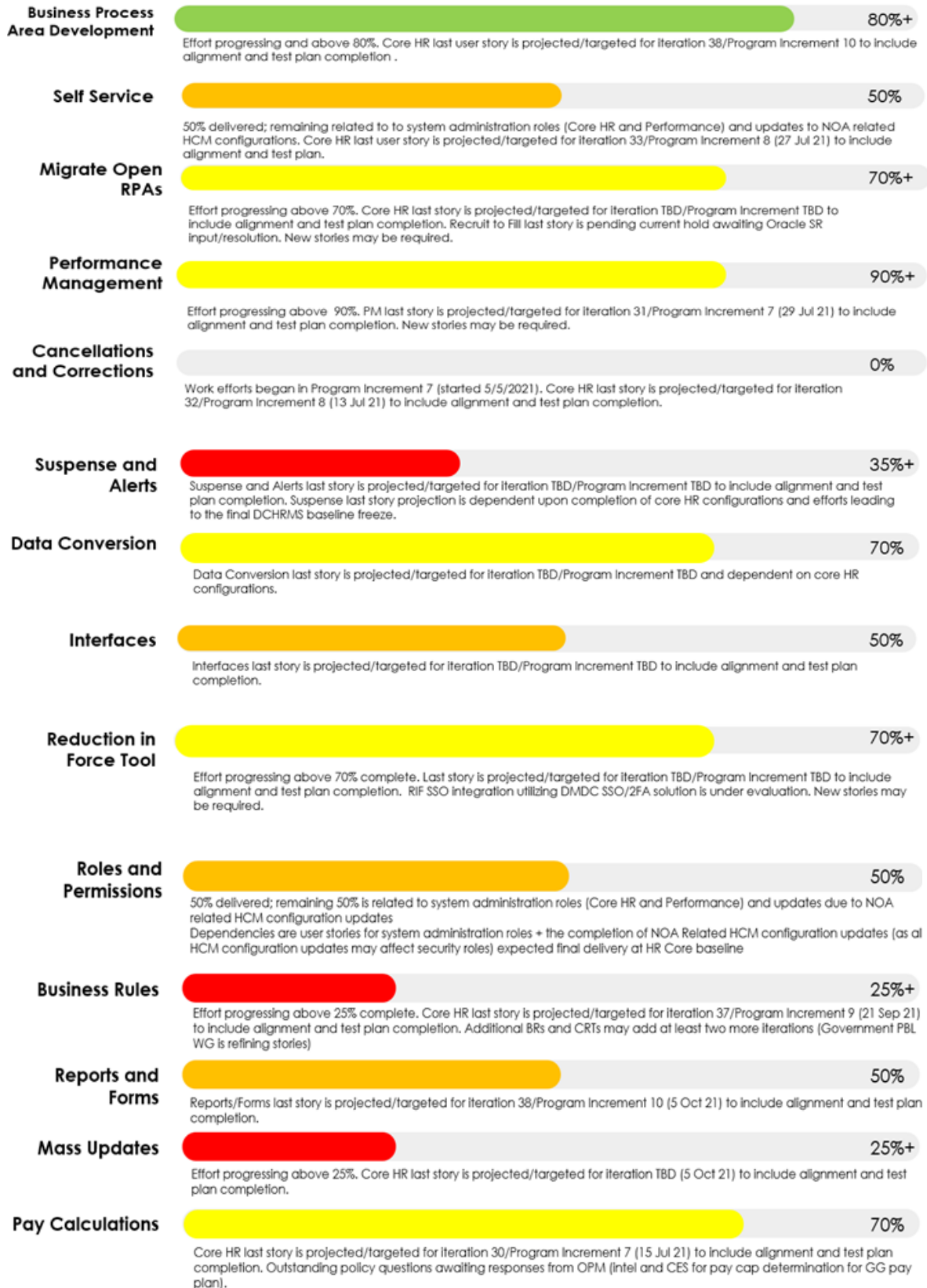
As part of migrating to DCHRMS, the Department of Defense (DOD) Reduction in Force (RIF) Tool testing event will be held from July 26-30, 2021 in order to ensure the DOD RIF Tool Extract data fields are accurately mapped to DCHRMS. In order to accomplish this, selected DCPDS data will be migrated to the DCHRMS testing environment. Once the DOD RIF Tool is connected to DCHRMS, the testers will generate an Extract from both DCPDS and DCHRMS and compare the information to ensure the DCHRMS Extract is accurately mapped. Testers will then create a RIF Database and ensure new positions, or changes to current employee/positions in DCHRMS can be refreshed into the DOD RIF Tool. Any identified defects are scheduled to be fixed and retested August 9-13, 2021.

## Program Maturity Model:

The Program Maturity Model highlights the progress made to date in each of our DCHRMS streams of work. This maturity model measures progress as we move towards deployment. To date, approximately 80% of the business process areas have been developed in Program Increments (PI) 1-7. In future newsletters you will see the progress as we move towards 100 percent in each area. Continued on next page.



## Program Maturity Model (Continued):



## Program Increment 7 (PI) Update:

To date, we have completed 121 of 161 Natures of Action (NOAs) for DCHRMS. Of the 40 NOAs remaining, 13 NOAs will be configured and tested during Program Increment (PI) 7. DFAS identified 27 NOAs that they do not use, the configuration for those 27 NOAs are being deferred post DFAS IOC. Furthermore, all the 134 NOAs planned for DFAS IOC will be completed by the end of this increment except two (Corrections and Cancellations). Although some configurations for Corrections and Cancellations have been made, there are some aspects of the entire solution that are not yet in place, such as how interfaces and the SF 50/52 reports are impacted, and those aspects will be completed after PI 8.

During PI 7, we will continue to incorporate additional critical capabilities in supporting DCHRMS functionality. This will include configurations for corrections and cancellations, suspenses, and pay along with other capabilities. Listing of additional features is provided below:

- **HR**
  - Applicable NOA and Non-NOA process configuration
  - Request new position-Classification, Staffing and Recruitment, Manpower
  - Business Rule/CPDF Edits
  - Manage Person—Employment Verification ESS
  - Component HRIS Role - account provisioning, assigning AORs, Manage Org Tree
  - Enterprise System Admin Role - Manage Org Tree
  - Pay Status/USERRA Status made required
- **Performance Management**
  - Seven (7) Anytime documents to support other DPMAP processes
  - Repository for elements and standards
  - Use of Anytime Performance Document
  - Embedded text for goal limit
  - DD 2906 (Civilian Performance Plan, Progress Review and Appraisal)
- **Suspense**
  - NOA 292 – Return to Duty (RTD)
  - NOA 355 – Termination: Expiration of Appointment
  - NOA 880 – Change in Tenure Group
  - NOA 893 – Within Grade Increase (WGI)
- **Interfaces**
  - DAI

## Program Increment (PI) 7 Timeline:

Program increment (PI) 7 is currently on schedule and will deliver the planned NOAs. We will continue defining and aligning the user stories and moving them through our value chain. In addition, we will continue conducting product demonstrations throughout the iterations to incorporate the subject matter experts (SMEs) early in the process. This will allow for integration of SMEs and system developers throughout the configuration process.

Program Increment (PI)	Iteration	Iteration Start	Iteration End
7	29	5-May-21	1-Jun-21
	30	19-May-21	15-Jun-21
	31	2-Jun-21	29-Jun-21

## Spotlight

## Shout Out to DFAS and the Services/Components

Big Shout Out to DFAS and the Services/Components!

Scott Harding (DFAS) DCHRMS Program Manager – As the DFAS Program Manager, Scott has been instrumental in the development and gathering of system requirements. He provides valuable input on requirements and testing during the HR Functional Scrum and Alignment working sessions. Scott is very dedicated to the success of the DCHRMS project.

Michelle Phillips (DFAS) HR Functional Alignment – Michelle is the DFAS lead for aligning and defining HR Functional requirements for both the DOD Enterprise and DFAS IOC. Michelle has a wide array of HR knowledge and has been instrumental in ensuring the HR Community voice is represented for DCHRMS.

Victoria Nassif (DFAS) HR Functional Alignment – Vicky is a DFAS HR Functional SME and provides necessary information on the DFAS business processes to be configured in DCHRMS. She collaborates with the business analyst to ensure that HR Functional scenarios and related requirements are understood.

Jackie Alamo and Scot Robbins (DLA) HR Functional Scrum and Alignment – Jackie and Scot actively participate in several DCHRMS working groups. Their functional knowledge and expertise have been key to defining the requirements for the various HR Functional communities. They are also assisting DFAS in testing configurations and ensuring acceptance criteria is being met for defined and configured user stories.

Pam Lot (DLA) Product Backlog Workgroup – Pam volunteered to review and write user stories and business rules associated with Acquisition workforce, she spent countless hours researching and ensuring that DCHRMS would be configured properly for the Acquisition workforce coding.

Marsha Johnson (Air Force) and Erin Buhulz (Navy) Product Backlog Workgroup – Marsha and Erin volunteered to collaborate and work through a large grouping of probationary period business rules to ensure that the rules implemented within DCHRMS are accurate and align with DOD policy. They are currently working an additional project making sure that remarks populate correctly for each NOA within DCHRMS.

None of our accomplishments could have been achieved without their support!

## What's Coming:

Program Increment (PI) 8 – Iterations 32-34- Jun 16 - Aug 10, 2021

21C Release – Aug 6, 2021

