

Human Resources Service Center-Northeast (HRSC-NE)

Modern Bulletin #5

Topic: Routing Requests for Personnel Action (RPAs) to the HRSC-NE

18 July 2001

HROs currently route all PPIs to one box titled HRSC-NE INBOX. This procedure will be modified once conversion to Modern is completed.

In the Modern System at the HRSC-NE, the HROs will send their RPAs to two main inboxes, based on the type of action that needs to be processed.

NERR51BENE inbox will be for receipt of Awards, FEGLI changes and Separations (RETIREMENTS, RESIGNATIONS, REMOVAL, TERMINATIONS).

NERR53STAFF inbox will be used for all other RPAs.

For your information, we have listed below an alphabetical list of Natures of Actions, its' corresponding Modern FAMILY, and the name of the HRSC-NE inbox to which it should be routed.

NOA	CODE	FAMILY	ROUTE TO INBOX
Appt NTE	115	Appointment	NERR53STAFF
Appt-Status Quo	124	Appointment	NERR53STAFF
AUO	818	Other Pay	NERR53STAFF
Availability Pay	819	Other Pay	NERR53STAFF
CA Appt NTE	153	Appointment	NERR53STAFF
CA Career Appt	151	Appointment	NERR53STAFF
CA Career-Cond Appt	150	Appointment	NERR53STAFF
CA Reappointment	155	Appointment	NERR53STAFF
CA Term Appt NTE	154	Appointment	NERR53STAFF
CA Transfer	157	Appointment	NERR53STAFF
Career Appt	100	Appointment	NERR53STAFF
Career-Cond Appt	101	Appointment	NERR53STAFF
Change in Data Element	T800	Appointment	NERR53STAFF
Change in Duty Station	T792	Appointment	NERR53STAFF
Change to Lower Grade	T713	Appointment	NERR53STAFF
Change to Lower Grade	713	Salary Change	NERR53STAFF
Chg in Allowance/Differential	810	Other Pay	NERR53STAFF
Chg in Data Element	800	Change - Change in Data Element	NERR53STAFF
Chg in FEGLI	881	Change - Change in FEGLI	NERR51BENE
Chg in Hours	782	Change - Change in Hours	NERR53STAFF
Chg in Retirement Plan	803	Change - Change in Retirement Plan	NERR51BENE
Chg in SCD	882	Change - Change in SCD	NERR53STAFF
Chg in Tenure	880	Change - Change in Tenure	NERR53STAFF

Chg in Vet Pref	883	Change - Change in Veterans Preference	NERR53STAFF
Chg in Work Schedule	781	Change - Change in Work Schedule	NERR53STAFF
Continuance NTE	790	Extension of NTE	NERR53STAFF
Conv to Appointment NTE	T515	Appointment	NERR53STAFF
Conv to Appointment Status Quo	T524	Appointment	NERR53STAFF
Conv to Appt NTE	515	Conversion to Appointment	NERR53STAFF
Conv to Appt-Status Quo	524	Conversion to Appointment	NERR53STAFF
Conv to CA Appt NTE	553	Conversion to Appointment	NERR53STAFF
Conv to CA Career-Appt	551	Conversion to Appointment	NERR53STAFF
Conv to CA Career-Cond Appt	550	Conversion to Appointment	NERR53STAFF
Conv to CA Reappt	555	Conversion to Appointment	NERR53STAFF
Conv to CA Term Appt NTE	554	Conversion to Appointment	NERR53STAFF
Conv to Career Appointment	T500	Appointment	NERR53STAFF
Conv to Career Appt	500	Conversion to Appointment	NERR53STAFF
Conv to Career Cond Appointment	T501	Appointment	NERR53STAFF
Conv to Career-Cond Appt	501	Conversion to Appointment	NERR53STAFF
Conv to Emergency Appointment	T507	Appointment	NERR53STAFF
Conv to Emergency Appt	507	Conversion to Appointment	NERR53STAFF
Conv to Exc Appt	570	Conversion to Appointment	NERR53STAFF
Conv to Exc Appt NTE	571	Conversion to Appointment	NERR53STAFF
Conv to Excepted Appointment	T570	Appointment	NERR53STAFF
Conv to Excepted Appointment NTE	T571	Appointment	NERR53STAFF
Conv to O/S Ltd Appointment	T520	Appointment	NERR53STAFF
Conv to O/S Ltd Appointment NTE	T522	Appointment	NERR53STAFF
Conv to O/S Ltd Appt	520	Conversion to Appointment	NERR53STAFF
Conv to O/S Ltd Appt NTE	522	Conversion to Appointment	NERR53STAFF
Conv to Provisional Appt NTE	T590	Appointment	NERR53STAFF
Conv to Provisional Appt NTE	590	Conversion to Appointment	NERR53STAFF
Conv to Reins-Career	540	Conversion to Appointment	NERR53STAFF
Conv to Reins-Career-Cond	541	Conversion to Appointment	NERR53STAFF
Conv to Reins-SES Career	543	Conversion to Appointment	NERR53STAFF
Conv to Reinstatement Career	T540	Appointment	NERR53STAFF
Conv to Reinstatement Career Cond	T541	Appointment	NERR53STAFF
Conv to Reinstatement SES Career	T543	Appointment	NERR53STAFF
Conv to SES Career Appointment	T542	Appointment	NERR53STAFF
Conv to SES Career Appt	542	Conversion to Appointment	NERR53STAFF
Conv to SES Ltd Emergency Appointment NTE	T549	Appointment	NERR53STAFF
Conv to SES Ltd Emergency Appt NTE	549	Conversion to Appointment	NERR53STAFF
Conv to SES Ltd Term Appointment NTE	T548	Appointment	NERR53STAFF
Conv to SES Ltd Term Appt NTE	548	Conversion to Appointment	NERR53STAFF
Conv to SES Noncareer Appointment	T546	Appointment	NERR53STAFF
Conv to SES Noncareer Appt	546	Conversion to Appointment	NERR53STAFF
Conv to Temp Appt Pending Est Register	T512	Appointment	NERR53STAFF
Conv to Temp Appt-NTE	508	Conversion to Appointment	NERR53STAFF
Conv to Temp Appt-PER	512	Conversion to Appointment	NERR53STAFF
Conv to Term Appointment NTE	T508	Appointment	NERR53STAFF
CZ Appt-Status Quo	156	Appointment	NERR53STAFF

Death	350	Separation	NERR51BENE
Denial of WGI	888	Salary Change	NERR53STAFF
Detail - Extension NTE	931	Detail	N/A
Detail NTE	930	Detail	N/A
Detail NTE	946	Detail	N/A
Elected Full Living Benefits	805	Living Benefits	NERR51BENE
Elected Partial Living Benefits	806	Living Benefits	NERR51BENE
Emergency Appt	107	Appointment	NERR53STAFF
Exc Appt	170	Appointment	NERR53STAFF
Exc Appt NTE	171	Appointment	NERR53STAFF
Exception to RIF Release	755	RIF Exception	NERR53STAFF
Ext of Appt NTE	760	Extension of NTE	NERR53STAFF
Ext of Furlough NTE	772	Extension of NTE	NERR53STAFF
Ext of LWOP NTE	773	Extension of NTE	NERR53STAFF
Ext of Promotion NTE	769	Extension of NTE	NERR53STAFF
Ext of Psn Chg NTE	770	Extension of NTE	NERR53STAFF
Ext of SES Limited Appt NTE	762	Extension of NTE	NERR53STAFF
Ext of Term Appt NTE	765	Extension of NTE	NERR53STAFF
Extension of Detail NTE	947	Detail	N/A
Extension of Reassignment NTE	0923	Extension of NTE	NERR53STAFF
Foreign Language Award	873	Award/One-Time Payment	NERR51BENE
Furlough	471	Non Pay/Non Duty Status	NERR53STAFF
Furlough NTE	472	Non Pay/Non Duty Status	NERR53STAFF
Group Cash Award	841	Award/One-Time Payment	NERR51BENE
Group Sugg/Invention Award	843	Award/One-Time Payment	NERR51BENE
Group Time-Off Award	847	Award/One-Time Payment	NERR51BENE
Head Nurse Pay	855	Salary Change	NERR53STAFF
Individual Cash Award	840	Award/One-Time Payment	NERR51BENE
Individual Sugg/Inv Award	842	Award/One-Time Payment	NERR51BENE
Individual Time-Off Award	846	Award/One-Time Payment	NERR51BENE
Interim Appt	199	Appointment	NERR53STAFF
Interim Appt in Nonduty Status	198	Appointment	NERR53STAFF
Interim WGI	867	Salary Change	NERR53STAFF
Locality Payment	895	Salary Change	NERR53STAFF
LWOP-NTE	460	Non Pay/Non Duty Status	NERR53STAFF
LWOP-US	473	Non Pay/Non Duty Status	NERR53STAFF
LWP NTE	462	Non Pay/Non Duty Status	NERR53STAFF
Mass Transfer	132	Appointment	NERR53STAFF
MD/DDS Special Pay	850	Salary Change	NERR53STAFF
Name Change from	780	Change - Name Change	NERR53STAFF
O/S/Ltd Appt	120	Appointment	NERR53STAFF
O/S/Ltd Appt NTE	122	Appointment	NERR53STAFF
Pay Adj	894	Salary Change	NERR53STAFF
Placement in Pay Status	280	Return to Duty	NERR53STAFF
Placement Nonpay Status	430	Non Pay/Non Duty Status	NERR53STAFF
Position Change	T740	Appointment	NERR53STAFF
Promotion	T702	Appointment	NERR53STAFF
Promotion	C702	Recreate Record Fix	NERR53STAFF
Promotion	702	Salary Change	NERR53STAFF

Promotion NTE	T703	Appointment	NERR53STAFF
Promotion NTE	703	Salary Change	NERR53STAFF
Provisional Appt NTE	190	Appointment	NERR53STAFF
Psn Chg	740	Position Change	NERR53STAFF
Psn Chg NTE	741	Position Change	NERR53STAFF
Quality Inc	892	Salary Change	NERR53STAFF
Realignment	T790	Appointment	NERR53STAFF
Realignment	790	Realignment	NERR53STAFF
Reassignment	T721	Appointment	NERR53STAFF
Reassignment	C721	Recreate Record Fix	NERR53STAFF
Reassignment NTE	0921	Reassignment	NERR53STAFF
Recruitment Bonus	815	Award/One-Time Payment	NERR51BENE
Reins-Career	140	Appointment	NERR53STAFF
Reins-Career Cond	141	Appointment	NERR53STAFF
Reins-SES Career	143	Appointment	NERR53STAFF
Relocation Bonus	816	Award/One-Time Payment	NERR51BENE
Removal	330	Separation	NERR51BENE
Resignation	317	Separation	NERR51BENE
Resignation-ILIA	312	Separation	NERR51BENE
Retirement-Disability	301	Separation	NERR51BENE
Retirement-ILIA	304	Separation	NERR51BENE
Retirement-Mandatory	300	Separation	NERR51BENE
Retirement-Special Option	303	Separation	NERR51BENE
Retirement-Voluntary	302	Separation	NERR51BENE
Return to Pay Status	293	Return to Duty	NERR53STAFF
RTD	292	Return to Duty	NERR53STAFF
Sabbatical NTE	480	Non Pay/Non Duty Status	NERR53STAFF
Separation Incentive	825	Award/One-Time Payment	NERR51BENE
Separation-Appointment In	390	Separation	NERR51BENE
Separation-RIF	356	Separation	NERR51BENE
Separation-US	353	Separation	NERR51BENE
SES Career Appt	142	Appointment	NERR53STAFF
SES Ltd Emergency Appt NTE	149	Appointment	NERR53STAFF
SES Ltd Term Appt NTE	148	Appointment	NERR53STAFF
SES Noncareer Appt	146	Appointment	NERR53STAFF
SES Performance Award	879	Award/One-Time Payment	NERR51BENE
SES Rank Award	878	Award/One-Time Payment	NERR51BENE
Step Adj	899	Salary Change	NERR53STAFF
Suspension NTE	450	Non Pay/Non Duty Status	NERR53STAFF
Suspension-Indefinite	452	Non Pay/Non Duty Status	NERR53STAFF
Temp Change In Tariff	0980	Reassignment	NERR53STAFF
Term Appt NTE	108	Appointment	NERR53STAFF
Term Appt PER	112	Appointment	NERR53STAFF
Termination	357	Separation	NERR51BENE
Termination During Prob/Trial Period	385	Separation	NERR51BENE
Termination of Detail	932	Detail	N/A
Termination of Detail	948	Detail	N/A
Termination of Grade Retention	866	Salary Change	NERR53STAFF
Termination of Interim WGI	868	Salary Change	NERR53STAFF

Termination of Reassignment NTE	0922	Reassignment	NERR53STAFF
Termination-Appt In	352	Separation	NERR51BENE
Termination-Exp of Appt	355	Separation	NERR51BENE
Termination-Sponsor Relocating	351	Separation	NERR51BENE
Transfer	130	Appointment	NERR53STAFF
Transfer	T130	Appointment	NERR53STAFF
Transfer SES Career	145	Appointment	NERR53STAFF
Transfer SES Career	T145	Appointment	NERR53STAFF
Transfer SES Noncareer	147	Appointment	NERR53STAFF
Transfer SES Noncareer	T147	Appointment	NERR53STAFF
WGI	893	Salary Change	NERR53STAFF

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