



## National Finance Center Customer Notification

# 2016 Personal Benefits Statements – Requirements due by December 14, 2015

October 19, 2015

Dear Customer:

The National Finance Center (NFC) is preparing for the creation of the 2016 Annual Personal Benefits Statements, herein referred to as the Benefits Statements. Employees will have access to their Benefits Statements via the Employee Personal Page (EPP) and through their Human Resource Office via NFC's Reporting Center under the *Financial Reports* menu. The projected timeframe for the posting of the 2016 Benefits Statements to EPP and the Reporting Center is the beginning of April 2016.

Agencies are requested to submit new or modified requirements for the 2016 Benefits Statements to the [NFC.GESDREQUEST@nfc.usda.gov](mailto:NFC.GESDREQUEST@nfc.usda.gov) mailbox **by Monday, December 14, 2015**. The GESD request should reference "Project #1120134 - 2016 Personal Benefits Statements".

Please note: NFC is **not** able to guarantee the programming of requirements received after **Monday, December 14, 2015**.

Customer User Acceptance Testing (CUAT) for validating the 2016 Benefits Statements is scheduled to begin **Monday, February 29, 2016** and conclude on **Friday, March 11, 2016**. The Benefits Statements will be available to the user test community in EPP and the Reporting Center in the CUAT environment. Additional information pertaining to CUAT will be issued at a later date.

**Federal employees with questions concerning this notification should contact their Servicing Personnel Office.** Authorized agency representatives with questions concerning this notification should contact NFC's Contact Center at 1-(855)-632-4468; via email to [NFCcontactcenter@nfc.usda.gov](mailto:NFCcontactcenter@nfc.usda.gov) or via the Remedy Requester Console.