

USA Staffing Upgrade

Production Release Notes

Release 9.3

May 5, 2018

OFFICIAL USE NOTICE: This material is intended exclusively for use by USA Staffing Customers and is not to be distributed without approval from the USA Staffing Program Office. This communication may contain information that is proprietary, privileged or confidential or otherwise legally exempt from disclosure. If you have received this document in error, please notify the USA Staffing Program Office immediately and delete all copies of the presentation.



OPM HR SOLUTIONS by government, for government U.S. Office of Personnel Management 1900 E Street, NW, Washington, DC 20415

Introduction

OPM employs agile IT development techniques in the development and maintenance of the USA Staffing Upgrade system. This means we have the ability to update priorities through frequent, iterative releases based on changes in the hiring landscape or the identified needs of the collective customer base.

The USA Staffing Upgrade Release Notes provide an overview of the most recent functionality deployed to the USA Staffing Stage and Production environments.

To learn more about features that already exist in USA Staffing Upgrade and to review the upcoming release schedule for the USA Staffing Upgrade Stage and Production environments, please visit <u>USA Staffing Upgrade Resource Center</u>.

Completed System Functionality

The items outlined in this section include newly added functionality in the USA Staffing Upgrade. Examples of functionality found in this section can range from corrected issues within the system, changes that enhance the system's performance, enhancements made to the user experience specific to existing features based on feedback received, or new functionality that improves the system's already robust set of capabilities. As you review this section, you may see the following icon \checkmark which designates the completion of feature that was previously identified in the Feature Backlog & Glossary on the USA Staffing Upgrade Resource Center.

Staffing Functionality

Updated the New Vacancy request's Staffing Approach page to force the selection of an Office for the new vacancy if more than one Office is listed in the dropdown of available offices.
 <u>https://help.usastaffing.gov/USAS/index.php?title=Staffing_Approach</u> o When there is one Office available for selection, that Office will be populated along with the Workflow as designated by system settings or as assigned in the Vacancy Default Settings.

https://help.usastaffing.gov/USAS/index.php?title=Creating_a_request

- When there is more than one Office available selection, no Office will be populated and the user must choose from the list of available Offices. While there is a Workflow populated prior to the Office being selected, the Workflow will adjust following the selection of the Office as designated by system settings or as assigned in the Vacancy Default Settings. <u>https://help.usastaffing.gov/USAS/index.php?title=Manage_Vacancy_Default_Settings</u>
- Updated the Additional Selection request to allow the linking of additional vacancies after the approval of the Request. Users will find a Staffing Approach page to the right of the Request's summary page where they can search for and link additional vacancies when that request is in a Pending Recruitment or Active Recruitment status.

https://help.usastaffing.gov/USAS/index.php?title=Linking an_additional_vacancy_to_an_approved_additional_ __selection_request

- Removed the option to reuse the Position Description from a previous request from the interface of the Additional Selection request type. Users are now expected to add the Position Description(s) for each created Additional Selection request rather than relying on the linked Vacancy to assign those Position Descriptions. Requests already created using this capability will not be affected by this change. <u>https://help.usastaffing.gov/USAS/index.php?title=Linking an additional selection request to a vacancy</u>
- Added a warning message to the user when cancelling a Request or Vacancy that the cancellation of either cannot be reversed. These warning messages are displayed when the user is asked to select a reason for cancellation.

https://help.usastaffing.gov/USAS/index.php?title=Cancelling_a_vacancy

- Added an option on the Announcement Locations page to copy the locations list from another Vacancy. Users may click the "Copy Locations" option from the gear icon and enter the Vacancy Number from which they intend to copy the list of locations. Please note that:

 Any locations already entered in the Announcement Locations page will remain following the copy.
 - Locations that are duplicates of locations already assigned to the Announcement will not be copied from the other Vacancy
 - If the Announcement Location pages in both vacancies are set to show counts of vacancies by location (rather than by announcement), the assigned count for each location will copy over. https://help.usastaffing.gov/USAS/index.php?title=Copying_locations_from_another_vacancy
- Added a warning message to the Announcement Locations page to update changes to USAJOBS if the announcement has already been released. <u>https://help.usastaffing.gov/USAS/index.php?title=Announcement_Location</u>
- Increased the size of the Hiring Path Clarification Text field on the Announcement Text page to better accommodate text of up to 500 characters in length. <u>https://help.usastaffing.gov/USAS/index.php?title=Announcement_Text</u>
- Updated the Announcement Release screen to continue to show the Remove button option for cancelled or
 expired vacancies that have previously been released to USAJOBS and have not been removed. While
 announcements should not normally need to be removed from USAJOBS after cancellation or expiration, there

are times when cancellations or expirations have occurred prior to the Open Date and are not formally removed from USAJOBS. The presence of the Removal button allows this to be accomplished without the submission of a support ticket to USAJOBS.

https://help.usastaffing.gov/USAS/index.php?title=Removing_an_announcement_from_USAJOBS

- Added a release validation message to the Announcement Release screen when the user has selected more than one of the following hiring paths: The public, Exclusive posting, Internal - does not appear on USAJOBS. USAJOBS will reject an announcement that includes more than one of those hiring paths so USA Staffing will not allow the user to release until this condition is met. https://help.usastaffing.gov/USAS/index.php?title=Editing_Hiring_Paths
- ACWA Assessments for 60 Series will be re-released to the Assessment Package Template library for all USA Staffing organizations the week of May 7th. We will send an AB message when all ACWA AP Templates are available for use again in the Upgrade.
 - We reviewed Legacy USA Staffing data and determined that approximately 60 series covered almost all ACWA vacancies announced in the previous two years. If your agency needs an assessment that is not included in these 60 series, please submit a Footprints ticket to let us know which additional series you need. The series to be published include:

0105	1102	0301	0201	1910	0343	0560	0025	0901	2210
1170	0501	1801	0018	1101	1103	0346	0110	0341	0996
0950	1150	1165	1176	1035	0028	0193	0080	1083	0150
0020	1147	2001	2003	2010	2130	0101	1146	1104	2101
1171	1811	1173	0391	2032	2030	1082	0170	0132	0130
0107	2150	1001	0685	0993	0965	1420	1412	1015	0023

 ACWA Assessment Package (AP) Templates may be copied into grade 5/7 vacancies in the same way that all AP Templates are copied – by searching on series, grade, name, etc. ACWA AP Templates will be titled "ACWA [Series Number]".

https://help.usastaffing.gov/USAS/index.php?title=Manage_Assessment_Package_Templates

 As in Legacy USA Staffing, ACWA Templates will include a 'Rating Schedule' and a 'Min Quals' assessment questionnaire.

- The Rating assessments have been designed to hide all rating and scoring information from HR users, removing the need for any special user training or access restrictions required in Legacy USA Staffing.
- The 'Min Quals' assessment includes two minimum qualifications questionnaire items (one for each grade 5/7) and placeholder response options that must be updated by users. Users should also configure Screen-outs based on the responses they build. (Note: In Legacy, users were restricted from customizing response options, but that restriction has been removed.)
- Agencies have much greater flexibility in setting up the Min Quals assessment than they did in Legacy USA Staffing. You may choose to allow individual HR users to configure them on a vacancybyvacancy basis, or you may elect to build agency-specific templates with customized minimum qualifications language suited to your agency's needs. Please remember to update your business processes/SOPs accordingly.

https://help.usastaffing.gov/USAS/index.php?title=Adding an ACWA assessment package te mplate to a vacancy

Onboarding Functionality

• Added the following forms for use in USA Staffing:

o DHS 11000-5, CP 528 <u>https://help.usastaffing.gov/USAS/index.php?title=New_Hires_Forms</u>

Hiring Manager Functionality

None

Administrative Functionality

- Made a number of updates to the User Management page:
 - Administrators may now delete permissions directly from the list of assigned permissions if they have the deletion permissions for that particular Office or Customer. An Office designated as a Primary Office may not be deleted until and new Primary Office designation has been assigned.

https://help.usastaffing.gov/USAS/index.php?title=Deleting_an_office_or_customer_from_a_user_record

 When the Add/Modify Permission button is clicked, the assigned permissions list will be hidden from view so that there is more screen space for the assignment of new permissions by user type and so those profiles with larger numbers of assigned permissions will have greater proximity to the Save and Cancel buttons.

https://help.usastaffing.gov/USAS/index.php?title=Adding_an_office_or_customer_to_a_user_record

- Each User Type now has a name filter so that the Administrator can filter down the list of selectable
 Offices or Customers by name to find the correct one to assign a permission profile to.
 https://help.usastaffing.gov/USAS/index.php?title=Adding_an_office_or_customer_to_a_user_record
- When closing the User Management page, the Administrator will be returned to the User Administration page where they can elect to find or create another user account.
 https://help.usastaffing.gov/USAS/index.php?title=Manage_Existing_Users
- Enabled the ability to delete a Customer if that Customer:
 - Is not associated with a Request or Vacancy
 Is not assigned to a permission profile for a Hiring Manager
 User or Onboarding User account
 Is not assigned to a permission profile for a Hiring Manager

https://help.usastaffing.gov/USAS/index.php?title=Deleting_a_customer

Reporting and Analytics

Staffing Reports Package

- Data

 Applications Namespace:
 - Added new query items to enable reporting on attributes of vacancy customers and updated the descriptions of existing query items to clarify the information provided.

• Vacancy Detail Folder > Vacancy Customers query subject \circ

Updated descriptions:

- 'Vacancy Customer Agency Code': The code for the CPDF agency associated with the vacancy's customer.
- 'Vacancy Customer Agency Name': The CPDF agency associated with the vacancy's customer.
- 'Vacancy Customer Department Code': The code for the CPDF organization associated with the vacancy's customer.
- 'Vacancy Customer Department Name': The CPDF organization associated with the vacancy's customer. New query items:
 'Vacancy Customer External Name': The external name of the hiring entity on whose behalf a job is posted.
- 'Vacancy Customer Fax Number': The fax number of the hiring entity on whose behalf a job is posted.
- Added new query items to enable enhanced reporting on tags related to vacancies.
- Vacancy Detail Folder \circ Vacancy Occupational Family query subject
 - 'Vacancy Occupational Family': Broad grouping of occupational series that are related in one or more ways; e.g., similarity of functions performed, knowledge and skill requirements, and/or category of work.
 - 'Vacancy Occupational Family Tag Level': Indicates whether the Vacancy Occupational Family (tag) was created by a user (Custom) or available at a System level (System).
 - \circ Vacancy Tag query subject
 - 'Vacancy Tag Level': Indicates whether a tag was created by a user (Custom) or available at a System level (System).
 - + 'Vacancy Tag Name': The name provided for the tag.
 - 'Vacancy Tag Office': The office that owns the tag and has responsibility for administration and editing of the tag.
 - 'Vacancy Tag Type': The category type assigned to a tag (i.e., Office, Organization, Appointing Authority, Occupational Family, Miscellaneous).

- 4
- Vacancy Tag Associated Offices query subject
 - + 'Vacancy Tag Associated Office': The office(s) for which a tag is available.

 $\,\circ\,$ Vacancy Tag Associated Organizations query subject

- 'Vacancy Tag Associated Organization': The organization(s) for which a tag is available.
- Added new folders, query subjects, and query items to enable reporting on applicant lists (saved and stored).
- Applicant List Detail folder > Applicant List query subject

 'Applicant List

 Applicant Name': The name(s) of the applicant(s) appearing in the applicant list.

• 'Applicant List Assigned Review Name': The name(s) of the review(s) the

applicant list has been assigned to.

- 'Applicant List Certificate Type': The type of certificate used to create the applicant list.
- o 'Applicant List Created By': The name of the user that created the applicant list.
- \circ 'Applicant List Creation Date': The date the applicant list was created. \circ

'Applicant List Name': The name of the applicant list.

- 'Applicant List Type': The type of applicant list created (e.g., Saved List or Stored List).
- Applicant List Filter Detail folder

0

Applicant List Category Rating Filters query subject

- 'Applicant List Filter Category Rating': The values of the Category Rating filter applied to the pool of applicants to create the list of applications on an applicant list.
- Applicant List Certification Status Filters query subject
 - 'Applicant List Filter Certification Status': The values of the Certification Status filter applied to the pool of applicants to create the list of applications on an applicant list.
- o Applicant List Eligibility Filters query subject

- 'Applicant List Filter Eligibility': The values of the Eligibility filter applied to the pool of applicants to create the list of applications on an applicant list.
- o Applicant List Filter query subject
 - 'Applicant List Filter Action': The values of the Action filter applied to the pool of applicants to create the list of applications on an applicant list.
 - 'Applicant List Filter Application Date': The values of the Application Date filter applied to the pool of applicants to create the list of applications on the applicant list.
 - 'Applicant List Filter Eligibilities': Displays all values of the Eligibilities filter applied to the pool of applicants to create the list of applications on an applicant list.
 - 'Applicant List Filter Grade': The values of the Grade filter applied to the pool of applicants to create the list of applications on an applicant list.
 - 'Applicant list Filter Locations': Displays all Location filters applied to the pool of applicants to create the list of applications on an applicant list.
 - 'Applicant List Series Full': Displays all Series filters applied to the pool of applicants to create the list of applications on an applicant list.
- o Applicant List Location Filters query subject
 - 'Applicant List Filter Location City': The values (city) of the Location filter applied to the pool of applicants to create the list of applications on an applicant list.
 - 'Applicant list Filter Location Code': The values (location code) of the Location filter applied to the pool of applicants to create the list of applications on an applicant list.
 - 'Applicant List Filter Location Country': The values (country) of the Location filter applied to the pool of applicants to create the list of applications on an applicant list.
 - Applicant List Filter Location Description': The values City, State, and Country or City and Country of the Location filter applied to the pool of applicants to create the list of applications on an applicant list.

- +
- 'Applicant List Filter Location State': The values (state) of the Location filter applied to the pool of applicants to create the list of applications on an applicant list.

Applicant List Series Filter query subject

0

'Applicant List Filter Series': The values of the Series filter applied to the pool of applicants to create the list of applications on an applicant list.

- o Applicant List Specialty Filter query subject
 - 'Applicant List Filter Specialty': The values of the Specialty filter applied to the pool of applicants to create the list of applications on an applicant list.
- Applicant List Status (RSC) Filter query subject
 - 'Applicant List Filter Status (RSC)': The values of the Status (RSC) filter applied to the pool of applicants to create the list of applications on an applicant list.
- o Applicant List Veterans Preference Filters query subject
 - 'Applicant List Filter Veterans Preference': The values of the Veterans Preference filter applied to the pool of applicants to create the list of applications on an applicant list.
- Assessment Packages namespace:
 - Added new query items to enable reporting on attributes of vacancy customers and updated the descriptions of existing query items to clarify the information provided.

Assessment Vacancy Detail Folder > Assessment Vacancy Customers query subject \circ Updated descriptions:

- 'Assessment Vacancy Customer Agency Code': The code for the CPDF agency associated with the vacancy's customer.
- 'Assessment Vacancy Customer Agency Name': The CPDF agency associated with the vacancy's customer.
- 'Assessment Vacancy Customer Department Code': The code for the CPDF organization associated with the vacancy's customer.
- 'Assessment Vacancy Customer Department Name': The CPDF organization associated with the vacancy's customer.

• New query items:

- 'Assessment Vacancy Customer External Name': The external name of the hiring entity on whose behalf a job is posted.
- 'Assessment Vacancy Customer Fax Number': The fax number of the hiring entity on whose behalf a job is posted.

- ►
- Added new query items to enable enhanced reporting on tags related to vacancies.
- Assessment Vacancy Detail Folder o Assessment Vacancy Mission

Critical Occupations query subject

- 'Assessment Vacancy Mission Critical Occupation': Occupations agencies consider core to carrying out their missions. Such occupations usually reflect the primary mission of the organization without which missioncritical work cannot be completed.
- 'Assessment Vacancy Mission Critical Occupation Tag Level': Indicates whether the Vacancy Mission Critical Occupation (tag) was created by a user (Custom) or available at a System level (System).
- Assessment Vacancy Occupational Family query subject
 - 'Assessment Vacancy Occupational Family': Broad grouping of occupational series that are related in one or more ways; e.g., similarity of functions performed, knowledge and skill requirements, and/or category of work.
 - 'Assessment Vacancy Occupational Family Tag Level': Indicates whether the Vacancy Occupational Family (tag) was created by a user (Custom) or available at a System level (System).
- Assessment Vacancy Tag query subject
 - 'Assessment Vacancy Tag Level': Indicates whether a tag was created by a user (Custom) or available at a System level (System).
 - + 'Assessment Vacancy Tag Name': The name provided for the tag.
 - 'Assessment Vacancy Tag Office': The office that owns the tag and has responsibility for administration and editing of the tag.
 - 'Assessment Vacancy Tag Type': The category type assigned to a tag (i.e., Office, Organization, Appointing Authority, Occupational Family, Miscellaneous).

 $\,\circ\,$ Assessment Vacancy Tag Associated Offices query subject

- 'Assessment Vacancy Tag Associated Office': The office(s) for which a tag is available.
- Assessment Vacancy Tag Associated Organizations query subject

- 'Assessment Vacancy Tag Associated Organization': The organization(s) for which a tag is available
- \circ Certificates namespace:
- + Added new query items to enable reporting on attributes of vacancy customers and updated the descriptions of existing query items to clarify the information provided.
 - Certificate Vacancy Detail Folder > Certificate Vacancy Customers query subject

 Updated descriptions:
 - 'Certificate Vacancy Customer Agency Code': The code for the CPDF agency associated with the vacancy's customer.
 - 'Certificate Vacancy Customer Agency Name': The CPDF agency associated with the vacancy's customer.
 - 'Certificate Vacancy Customer Department Code': The code for the CPDF organization associated with the vacancy's customer.
 - + 'Certificate Vacancy Customer Department Name': The CPDF organization associated with the vacancy's customer. ○ New query items:
 - 'Certificate Vacancy Customer External Name': The external name of the hiring entity on whose behalf a job is posted.
 - 'Certificate Vacancy Customer Fax Number': The fax number of the hiring entity on whose behalf a job is posted.
 - Added new query items to enable enhanced reporting on tags related to vacancies.
 - Certificate Vacancy Detail Folder
 Certificate Vacancy

Occupational Family query subject

 'Certificate Vacancy Occupational Family': Broad grouping of occupational series that are related in one or more ways; e.g., similarity of functions performed, knowledge and skill requirements, and/or category of work.

'Certificate Vacancy Occupational Family Tag Level': Indicates whether the Vacancy Occupational Family (tag) was created by a user (Custom) or available at a System level (System).

- Certificate Vacancy Tag query subject
 - 'Certificate Vacancy Tag Level': Indicates whether a tag was created by a user (Custom) or available at a System level (System).

- +
- + 'Certificate Vacancy Tag Name': The name provided for the tag.
- 'Certificate Vacancy Tag Office': The office that owns the tag and has responsibility for administration and editing of the tag.
- 'Certificate Vacancy Tag Type': The category type assigned to a tag (i.e., Office, Organization, Appointing Authority, Occupational Family, Miscellaneous).
- o Certificate Vacancy Tag Associated Offices query subject
 - 'Certificate Vacancy Tag Associated Office': The office(s) for which a tag is available.
- $\,\circ\,$ Certificate Vacancy Tag Associated Organizations query subject
 - 'Certificate Vacancy Tag Associated Organization': The organization(s) for which a tag is available.
- New Hires namespace:
 - Added new query items to enable reporting on attributes of request customers and updated the descriptions of existing query items to clarify the information provided.
 New Hire Request Detail Folder > New Hire Request query subject Updated descriptions:
 - 'New Hire Request Customer Agency Code': The code for the CPDF agency and, where applicable, the administrative subdivision (i.e., subelement) of the requesting customer.
 - 'New Hire Request Customer Agency Name': The name associated with the code identifying the CPDF agency and, where applicable, the administrative subdivision (i.e., subelement) of the requesting customer.
 - 'New Hire Request Customer Department Code': The code for the CPDF organization associated with the request's customer.
 - 'New Hire Request Customer Department Name': The CPDF organization associated with the request's customer.
- New query items:
 - 'New Hire Request Customer eOPF Instance': Identifies where in eOPF New Hire documents should be sent for any New Hire being onboarded for the particular customer.
 - 'New Hire Request Customer External Name': The external name of the hiring entity on whose behalf a job is posted.

- 'New Hire Request Customer Fax Number': The fax number of the hiring entity on whose behalf a job is posted.
- Added new query items to enable enhanced reporting on tags related to vacancies.
- New Hire Vacancy Detail Folder \circ New Hire Vacancy

Appointing Authorities query subject

'New Hire Vacancy Appointing Authority': The name provided for a Vacancy Tag that indicates the vacancy Appointing Authority.

- 'New Hire Vacancy Appointing Authority Tag Level': Indicates whether the Vacancy Appointing Authority (tag) was created by a user (Custom) or available at a System level (System).
- o New Hire Vacancy Occupational Family query subject
 - 'New Hire Vacancy Occupational Family': Broad grouping of occupational series that are related in one or more ways; e.g., similarity of functions performed, knowledge and skill requirements, and/or category of work.
 - + 'New Hire Vacancy Occupational Family Tag Level': Indicates whether the Vacancy Occupational Family (tag) was created by a user (Custom) or available at a System level (System). ○ New Hire Vacancy Tag query subject
 - 'New Hire Vacancy Tag Level': Indicates whether a tag was created by a user (Custom) or available at a System level (System).
 - + 'New Hire Vacancy Tag Name': The name provided for the tag.
 - 'New Hire Vacancy Tag Office': The office that owns the tag and has responsibility for administration and editing of the tag.
 - 'New Hire Vacancy Tag Type': The category type assigned to a tag (i.e., Office, Organization, Appointing Authority, Occupational Family, Miscellaneous).
- New Hire Vacancy Tag Associated Offices query subject
 - 'New Hire Vacancy Tag Associated Office': The office(s) for which a tag is available.
- New Hire Vacancy Tag Associated Organizations query subject
 - 'New Hire Vacancy Tag Associated Organization': The organization(s) for which a tag is available

- +
- + Added a new query subject and query items to enhance reporting on job offers.
- New Hire Detail folder \circ

•

New Hire query subject

- 'New Hire Job Offer Pay Plan-Series-Grade': The concatenated pay planseries-grade of the new hire.
- New Hire Job Offers query subject

- +
- 'New Hire Job Offer Declination Audit Code': The audit code associated with the declination reason chosen by a selectee that declined a job offer and that is used to populate a system generated email to the onboarding process owner.
- 'New Hire Job Offer Declination Audit Description': The text description of the audit code associated with the declination reason chosen by a selectee that declined a job offer.
- 'New Hire Job Offer Declination Reason': The reason chosen by a selectee to decline a job offer (e.g., Declined Grade, Declined Location).
- 'New Hire Job Offer Extended Date/Time': The timestamp the job offer was extended to the selectee.

'New Hire Job Offer Made By Email': The email address of the individual that sent a job offer to a selectee.

- 'New Hire Job Offer Made By First Name': The first name of the individual that sent a job offer to a selectee.
- 'New Hire Job Offer Made By Last Name': The last name of the individual that sent a job offer to a selectee.
- 'New Hire Job Offer Made By Phone Number': The phone number of the individual that sent a job offer to a selectee.
- 'New Hire Job Offer Response': The selectee's response (e.g., accept, decline, need more information) to a job offer.
- 'New Hire Job Offer Response Date/Time': The timestamp of the selectee's response to a job offer.
- + 'New Hire Job Offer Type': The type of job offer (e.g., tentative, official) made to a selectee. ○ Reviews namespace:
- Added new query items to enable reporting on attributes of vacancy customers and updated the descriptions of existing query items to clarify the information provided.
- Review Vacancy Detail Folder > Review Vacancy Customers query subject
 - Updated descriptions:
 - 'Review Vacancy Customer Agency Code': The code for the CPDF agency associated with the vacancy's customer.
 - 'Review Vacancy Customer Agency Name': The CPDF agency associated with the vacancy's customer.

- ŧ
- 'Review Vacancy Customer Department Code': The code for the CPDF organization associated with the vacancy's customer.
- 'Review Vacancy Customer Department Name': The CPDF organization associated with the vacancy's customer.
 - New query items:
- 'Review Vacancy Customer External Name': The external name of the hiring entity on whose behalf a job is posted.
- 'Review Vacancy Customer Fax Number': The fax number of the hiring entity on whose behalf a job is posted.
- Added new query items to enable enhanced reporting on tags related to vacancies.
- Review Vacancy Detail Folder \circ Review Vacancy Mission

Critical Occupations query subject

- 'Review Vacancy Mission Critical Occupation': Occupations agencies consider core to carrying out their missions. Such occupations usually reflect the primary mission of the organization without which missioncritical work cannot be completed.
- 'Review Vacancy Mission Critical Occupation Tag Level': Indicates whether the Vacancy Mission Critical Occupation (tag) was created by a user (Custom) or available at a System level (System).
 - o Review Vacancy Occupational Family query subject

'Review Vacancy Occupational Family': Broad grouping of occupational series that are related in one or more ways; e.g., similarity of functions performed, knowledge and skill requirements, and/or category of work. + 'Review Vacancy Occupational Family Tag Level': Indicates whether the Vacancy Occupational Family (tag) was created by a user (Custom) or available at a System level (System).

- Review Vacancy Tag query subject
- 'Review Vacancy Tag Level': Indicates whether a tag was created by a user (Custom) or available at a System level (System).
- + 'Review Vacancy Tag Name': The name provided for the tag.
- 'Review Vacancy Tag Office': The office that owns the tag and has responsibility for administration and editing of the tag.

- +
- 'Review Vacancy Tag Type': The category type assigned to a tag (i.e., Office, Organization, Appointing Authority, Occupational Family, Miscellaneous).
 - o Review Vacancy Tag Associated Offices query subject
- 'Review Vacancy Tag Associated Office': The office(s) for which a tag is available.
 - o Review Vacancy Tag Associated Organizations query subject
- 'Review Vacancy Tag Associated Organization': The organization(s) for which a tag is available
- Tasks namespace:
 - Added new query items to enable reporting on attributes of vacancy customers and updated the descriptions of existing query items to clarify the information provided.
 Task Vacancy Detail Folder > Task Vacancy Customers query subject

 Updated descriptions:
 - Task Vacancy Customer Agency Code: The code for the CPDF agency associated with the vacancy's customer.
 - Task Vacancy Customer Agency Name: The CPDF agency associated with the vacancy's customer.
 - Task Vacancy Customer Department Code: The code for the CPDF organization associated with the vacancy's customer.
 - Task Vacancy Customer Department Name: The CPDF organization associated with the vacancy's customer.

• New query items:

- Task Vacancy Customer External Name: The external name of the hiring entity on whose behalf a job is posted.
- Task Vacancy Customer Fax Number: The fax number of the hiring entity on whose behalf a job is posted.
- Added new query items to enable enhanced reporting on tags related to vacancies.
- Task Vacancy Detail Folder \circ Task Vacancy Mission Critical Occupations query subject
 - 'Task Vacancy Mission Critical Occupation': Occupations agencies consider core to carrying out their missions. Such occupations usually

reflect the primary mission of the organization without which missioncritical work cannot be completed.

- 'Task Vacancy Mission Critical Occupation Tag Level': Indicates whether the Vacancy Mission Critical Occupation (tag) was created by a user (Custom) or available at a System level (System).
 - $\,\circ\,$ Task Vacancy Occupational Family query subject
 - 'Task Vacancy Occupational Family': Broad grouping of occupational series that are related in one or more ways; e.g., similarity of functions performed, knowledge and skill requirements, and/or category of work.

'Task Vacancy Occupational Family Tag Level': Indicates whether the Vacancy Occupational Family (tag) was created by a user (Custom) or available at a System level (System). ○ Task Vacancy Tag query subject

- 'Task Vacancy Tag Level': Indicates whether a tag was created by a user (Custom) or available at a System level (System).
- + 'Task Vacancy Tag Name': The name provided for the tag.
- 'Task Vacancy Tag Office': The office that owns the tag and has responsibility for administration and editing of the tag.
- 'Task Vacancy Tag Type': The category type assigned to a tag (i.e., Office, Organization, Appointing Authority, Occupational Family, Miscellaneous).
- \circ Task Vacancy Tag Associated Offices query subject
 - 'Task Vacancy Tag Associated Office': The office(s) for which a tag is available.
- $\,\circ\,$ Task Vacancy Tag Associated Organizations query subject
- 'Task Vacancy Tag Associated Organization': The organization(s) for which a tag is available
 Reports

 Assessment Items by Competency report: modified to remove fields that are no longer available in the model and add fields to enhance the report. The Assessment Items by Competency report shows the assessment items for a specific office and competency that are currently available and is located here:
- Team Content > USA Staffing Packages and Folders > Staffing Reports > Staffing > Assessment
 <u>https://help.usastaffing.gov/USAS/index.php?title=Team_Content</u>

- Data
- Permission Profile namespace: added a new Permission Profiles namespace to enable reporting on custom and system-level permission profiles. The purpose of the namespace is to facilitate administration of permission profiles.
- Permission Profile Detail folder
- Permission Profiles query subject \circ 'Permission Profile Assigned': Profile has been assigned.
 - 'Permission Profile Level': Custom or system.
 - 'Permission Profile Name': A set of specific actions a user may take in USA Staffing.
 - 'Permission Profile Office': The owning office of the permission profile.
 - 'Permission Profile User Type': The type of user for which the permission profile may be applied.
- Permission Profile Child Functions query subject

 'Permission Profile Child Function ID': The unique identifier of the permission profile child function.
 'Permission Profile Child Function Name': A specific action that may be performed by a user in USA Staffing.
- Permission Profile Parent Functions query subject \circ 'Permission Profile Parent Function ID': The unique identifier of the permission profile parent function. \circ
 - 'Permission Profile Parent Function Name': The name of a group of specific actions (child functions) that may be performed by a user in USA Staffing. \circ 'Permission
 - (child functions) that may be performed by a user in osvistaming. Or ethission
 - Profile Section ID': The unique identifier of the permission profile section. \circ
 - 'Permission Profile Section Name': The area of USA Staffing where particular functions occur.
 - Permission Profile Tags query subject \circ 'Permission Profile Tag Associated Office': The office(s) for which a tag is available. \circ 'Permission Profile Tag Associated
 - Organization': The organization(s) for which a tag is available. 'Permission Profile Tag Level': Indicates whether a tag was created by a user (Custom) or available at a System level (System).
 - 'Permission Profile Tag Name': The name provided for a tag.

'Permission Profile Tag Office': The office that owns the tag and has
 responsibility for administration and editing of the tag.
 'Permission Profile Tag
 Type': The category type assigned to a tag (i.e., Office, Organization, Appointing
 Authority, Occupational Family, Miscellaneous).