

NASCOE PAC SIGN UP PROCESS

START WITH THE
FOLLOWING WEB ADDRESS

<https://www.nfc.usda.gov/>

Application Launchpad



Employee
Personal
Page



System
for Time &
Attendance
Reporting
(STAR)



Special
Payroll
Processing
System
(SPPS)



OPM/NFC/
FEHB
Clearinghouse
System



Reporting
Center



Download
Center



Telephone
& Utilities
Maintenance
System



USDA
Internet
Billing
(IBIL)



Financial
Statements
Data
Exchange
System
(FSDE)



Entry
Processing &
Attendance
Inquiry &
Correction
System
(EPIC)



WebTime
& Attendance



SecureALL

Select the Employee Personal Page from the Application Launchpad

Next click the I Agree button on the resulting page

Employee Personal Page Log in - Windows Internet Explorer

https://www.nfc.usda.gov/personal/eplogin.aspx?from=index

File Edit View Favorites Tools Help

Employee Personal Page Log in

Employee Personal Page

Log In

User ID:

Password:

[Log In](#)


[Forgot Your User ID?](#)

[Forgot Your Password?](#)

USDA Federal Employees!

The Employee Personal Page has been modified to use [USDA eAuthentication \(eAuth\)](#). If you are a Federal employee working for the USDA and wish to log into the EPP with your USDA eAuth credential click the "eAuth Login" button below. Other users must log into the EPP as usual by entering your User ID and Password in the login box above.

[eAuth Log In](#)

 [Not a Registered User?](#)

[NFC Home](#) | [FAQs](#) | [Accessibility](#) | [Security](#) | [Privacy Policy](#) | [Contact Us](#)

3:57 PM

Click on the eAuth login button. If it is your first time to access EPP with eAuth it may require you to have you EPP user ID and password so they can be synchronized.

On the next page select the I Agree button and then complete signing in with eAuth. The EPP page below should then be displayed

Employee Personal Page Home - Windows Internet Explorer

https://www.nfc.usda.gov/personal/eplogineauth.aspx?from=eplogin

File Edit View Favorites Tools Help

Employee Personal Page Home

EPP Employee Personal Page

Pay Period Calendar Help Contact Us Log out

If you have a question about this data or believe it has errors, please contact your [servicing Human Resources organization](#) for assistance.

News and Announcements!

TreasuryDirect Payroll Savings Option is an easy way for you to save on a regular basis by purchasing electronic Treasury securities through payroll deductions. Take a [guided tour](#) of what TreasuryDirect has to offer.

Welcome to the new and enhanced Employee Personal Page (EPP). This version of EPP allows for easier navigation, status and history tracking of Employee Self Service (ESS) transactions entered and also includes an improved Leave Calculator feature.

- Home
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 - Leave Calculator
- Personal Info
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 - E&L Statements
 - Financial Allotments
 - Federal Tax (W-4)
 - Flex Spending Accounts
 - Health Insurance
 - Health Savings Account
 - Life Insurance
 - Leave
 - Residence Address
 - Savings Bonds
 - State Tax
 - TSP
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 - Links

BENEFEDS Home

TSP Home

OWCP Claimant Query System

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(30 unread) att.net ... Employee Personal ... Microsoft PowerPoi...

4:03 PM

From this screen select financial allotments on the left side of screen

Employee Personal Page Financial Allotments - Windows Internet Explorer

https://www.nfc.usda.gov/personal/epmain.aspx?from=eplogin

File Edit View Favorites Tools Help

Employee Personal Page Financial Allotments

EPP Employee Personal Page [Pay Period Calendar](#) [Help](#) [Contact Us](#) [Log out](#)

Financial Allotments Self-Service

Current Information				
Bank Routing Nbr	Account Nbr	Type of Account	Allotment Amount	
051404260	BRANCH BANKING & TRUST COMPANY	5236208216	Checking	\$8.00

Self-Service History							
Date Processed	Effective Pay Period, Year	Type of Request	Bank Routing Nbr / Name	Account Nbr	Type of Account	Allotment Amount	Status
1/19/2010	01, 2010	Change	051404260 BRANCH BANKING & TRUST COMPANY	5236208216	Checking	\$8.00	Processed/Complete

Self-Service Status Descriptions:
Processed/Complete: The Change Request has been processed and updated successfully.

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Employee Personal ... Microsoft PowerPoi... 9:57 AM

Select Self Service from this screen

EPP Self-Service Financial Allotment - Windows Internet Explorer

https://www.nfc.usda.gov/personal/epmain.aspx?from=eplogin

File Edit View Favorites Tools Help

★ Favorites EPP Self-Service Financial Allotment

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OWCP Claimant Query System

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Financial Allotment Self-Service Request

Current Financial Allotments
You currently have 1 Financial Allotments. You may have up to 16 allotments.

[Start New Allotment](#)

Current Information			
Bank Routing Nbr / Name	Account Nbr	Type of Account	Allotment Amount
051404260 BRANCH BANKING & TRUST COMPANY	5236208216	Checking	\$8.00

Financial Allotments are voluntary deductions to financial institutions with direct deposit. This does not include such items as charity, savings bonds, thrift savings, garnishments, union, or other organizational dues. For these changes, see your personnel office. You may

- Start a new allotment,
- Change an existing allotment amount, or
- Stop an existing allotment.

You may have up to 16 Financial Allotments.

[Exit](#)

9:58 AM

Select Start New Allotment

EPP Self-Service Financial Allotment - Windows Internet Explorer

https://www.nfc.usda.gov/personal/epmain.aspx?from=eplogin

File Edit View Favorites Tools Help

★ Favorites EPP Self-Service Financial Allotment

EPP Employee Personal Page [Pay Period Calendar](#) [Help](#) [Contact Us](#) [Log out](#)

1. Enter ————— 2. Submit ————— 3. Print

Enter Financial Allotment Self-Service Request

Enter your new financial allotment information and click "Continue". You will be given a chance to review this request before it is accepted.

Financial Allotment Self-Service Request	
Type of Request	Start
Bank Routing Nbr / Name	<input type="text"/>
Account Nbr	<input type="text"/>
Confirm Account Nbr	<input type="text"/>
Type of Account	<input type="radio"/> Checking <input type="radio"/> Savings
Allotment Amount	<input type="text"/>
Effective Pay Period, Year	13,2010 Pay Period Calendar
<input type="button" value="Back"/> <input type="button" value="Continue"/>	

Financial Allotments are voluntary deductions to financial institutions with direct deposit. This does not include such items as charity, savings bonds, thrift savings, garnishments, union, or other organizational dues. For these changes, see your personnel office.

You may

- Start a new allotment,
- Change an existing allotment amount, or
- Stop an existing allotment.

You may have up to 16 Financial Allotments.

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Windows taskbar: EPP Self-Service Fin..., Microsoft PowerPoi..., 10:00 AM

On this screen you will need to enter the Bank routing number 051404260 Bank Account Number 5236208216 and checking as Account type. Enter the amount that you are willing to allot to NASCOE-PAC then hit continue

EPP Self-Service Financial Allotment - Windows Internet Explorer

https://www.nfc.usda.gov/personal/epmain.aspx?from=eplogin

File Edit View Favorites Tools Help

★ Favorites EPP Self-Service Financial Allotment

EMP Employee Personal Page [Pay Period Calendar](#) [Help](#) [Contact Us](#) [Log out](#)

Fsa-County Office Committee

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[BENEFEDS Home](#)
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[OWCP Claimant Query System](#)

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1. Enter _____ 2. **Submit** _____ 3. Print

Submit Financial Allotment Self-Service Request

Your new Self-Service request is shown below.

- Click "Back" to change what you have entered.
- Click "Exit" to exit without submitting this request.

Your request will not be accepted until you click "Submit".

Financial Allotment Self-Service Request	
Type of Request	Change
Bank Routing Nbr / Name	051404260 BRANCH BANKING & TRUST COMPANY
AccountNbr	5236208216
Type of Account	Checking
Allotment Amount	\$9.00
Effective Pay Period, Year	14, 2010

If your Self-Service request is free from errors and duplication, it will be:

- Effective on 7/4/2010, the first day of pay period 14.
- Processed in the Pay Period 14 processing cycle that begins on 7/12/2010.
- Reflected on your Pay Period 14 E&L Statement (official pay date 7/29/2010).

Windows Taskbar: EPP Self-Service Fin..., Microsoft PowerPoi..., 9:19 AM

Review your information for accuracy and you **MUST** select **SUBMIT** to complete the process.

EPP Self-Service Financial Allotment - Windows Explorer

https://www.nfc.usda.gov/personal/epmain.aspx?from=eplogin

File Edit View Favorites Tools Help

EPP Employee Personal Page

Pay Period Calendar Help Contact Us Log out

1. Enter ————— 2. Submit ————— 3. Print

Financial Allotment Self-Service Request Confirmation

Your Self-Service request has been accepted. An e-mail confirming this request has been sent to **mike.mayfield@tn.usda.gov**. You will also receive an e-mail when this request has been processed.

If you need to make changes to this request, click "Self-Service" at the top of the Financial Allotment page. Do not enter a new change request. Entering multiple requests will cause duplicates and will prevent your request from processing successfully.

If your Self-Service request is free from errors and duplication, it will be:

- Effective on 7/4/2010, the first day of pay period 14.
- Processed in the Pay Period 14 processing cycle that begins on 7/12/2010.
- Reflected on your Pay Period 14 E&L Statement (official pay date 7/29/2010).

This Self-Service request should be reflected on your Employee Personal Page (EPP) within two business days. Please return to your EPP and verify this change. If you do not see this change request reflected on your EPP after two business days, contact your Personnel/Human Resources Office to determine the status of this request. Remember to check your Pay Period 14 Earnings and Leave Statement closely to verify that your Self-Service request achieved the desired result.

Please [print this page](#) for your records.

Financial Allotment Self-Service Request	
Type of Request	Change
Bank Routing Nbr / Name	051404260 BRANCH BANKING & TRUST COMPANY
AccountNbr	5236208216
Type of Account	Checking
Allotment Amount	\$9.00
Effective Pay Period, Year	14, 2010
Date of Request	7/15/2010 8:23 AM

[Enter Another Request](#)

[Exit](#)

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Windows Taskbar: EPP Self-Service Fin..., Microsoft PowerPoi..., 9:24 AM

The summary page will be your final screen. From here select exit and then log out in Upper right corner of next screen. THANK YOU very much for deciding to support the future of FSA and NASCOE by starting this allotment.