

Federal Employee Briefing (condensed) & Welcome Back!

Just quickly, we want to cover a few important points you'll need as you transition back in to the Technician workforce:

LEAVE USE:

- ✓ In determining the effective date of your RTD, you may use any combination of other payable leave in conjunction with your return (i.e., Annual Leave, Comp. Time, Time-Off Award, and/or Military Leave, of course can't use sick leave).
- ✓ You CAN NOT return to Technician status until you are off PDMRA leave status.
- ✓ 5-Day Presidential Leave: Immediately upon your RTD, if you served on a Contingency Operation AD tour, you may be eligible for 5 days excused leave (from your Federal employment). Additional rules are:
 - Must've served in support of an identified Title 10, Contingency Operation AD tour of at least 42 days consecutive or greater.
 - Must be used immediately upon your RTD (can't be saved for a later time).
 - You haven't used it within the past 12 months.

DO THE SF 52 (REQUESTING YOUR "RETURN TO DUTY"):

- ✓ Your RTD SF 52 unlocks your Technician Timecard. We can't pay Tech. Pay until the RTD is processed.
- ✓ Your effective date of RTD would be the first full Technician workday following the use of any paid leave you choose to use.
- ✓ Your Supervisor needs to initiate/approve your SF 52 and send e-signed SF 52 (requesting your RTD) along with a copy of your end date Active Duty orders to the HRO Group E-mail address at: ngnhhroactions@ng.army.mil

HEALTH INSURANCE:

- ✓ If you served in support of a Title 10, identified Contingency Operation, your Agency will pay the ENTIRE premium for up to a max. of 24 months consecutive.
- ✓ If you stopped your Technician Health Insurance upon the beginning of your Active Duty tour and wish to start-it-back-up, you'll need to stop-by HRO Benefits Section and we'll get it reinstated.
- ✓ "Open Season" is currently running and ends on December 13th, 2010, if you want to switch your health insurance provider during the yearly "Open Season," you'll need to do so at the new EBIS website. If you need help with EBIS please don't hesitate to come to HRO or call and we'll help you. If you don't have a computer at home, EBIS has a toll-free phone system called IVRS: Just call; 1-877-276-9287. The secure EBIS website is: <https://www.abc.army.mil/> and the access to EBIS will be on the right side of the screen. To access EBIS you will need your AKO username and password (first time only). After you establish an EBIS account, you'll then be able to login using your CAC Card.
- ✓ If you are extended a period of Transitional TRICARE from your Active Duty Component and want to use that exclusively and drop your Technician Health Insurance until your Transitional TRICARE runs out, you can do that, however AND VERY IMPORTANT, you'll need to come into

HRO and get it started-back-up BEFORE your Transitional TRICARE ends. It's preferred you end-up with overlapping coverage rather than have breaks-in-coverage. It is your responsibility along to ensure that happens. Remember that you want to start your FEHB before you have no coverage.

- If you want to take advantage of this (above), you'll need to come into the HRO and complete/sign a "Waiver of FEHB Reinstatement."

LIFE INSURANCE:

- ✓ The former FEGLI coverage has been in effect while you were in a non-pay status. Your Agency has been paying your entire premium (yours + Govt share) for the first 12 months (an additional 12 months beyond that if you agree to pay entire premium). That same coverage resumes, however the only difference would be that you once again begin paying your portion of your FEGLI premiums.

TSP (401k) MAKE-UP & FERS RETIREMENT CREDIT (also called 'retirement buy-back'):

- ✓ You'll need to provide HRO a copy of your DD 214, AD orders.
- ✓ If you contributed to the Military-TSP program, you'll need to provide copies of all of your Military LES's if you contributed to the Uniformed Services.
- ✓ Once you've gathered-up these documents, please contact Mrs. Valerie Morgan, as below:
 - At Concord HRO on each Thurs. only, 227-5140, e-mail: valerie.morgan1@us.army.mil
 - At Pease, Bldg #100, 2nd Floor, Mon., Tues., & Fri., Phone (603) 430-2349, e-mail: valerie.morgan@ang.af.mil

RESERVE DIFFERENTIAL (RD):

- ✓ You may qualify for the RD benefit if you are (or were) serving on Active Duty in support of a Title 10 USC, 12302 Contingency Operation. Simply put; the RD program will make-up (or pay you) the amount in which your Technician Salary exceeds that of your Active Duty pay (if Tech. salary would've exceeded Active Duty pay). These payments are automatically driven by your "Absent-US and RTD" action coding "QRD" in block #5-E "Legal Auth" on the SF 50. You don't need to do anything. If you are eligible, you'll see a payment labeled "RSV/STF DIFF" on your LESs after you have return to you Technician job to see if you are receiving the Reservist Differential.