

**DoDEA
Human Resources
Regional Service Center**

TRAVEL AND OVERSEAS ALLOWANCES FOR DEPENDENT PARENTS

Parents of the employee or employee's spouse may be considered dependents for permanent duty travel eligibility if they are residing as members of the employee's household when the employee reports for duty at the new duty station or performs authorized renewal agreement or separation travel. In addition, the parent must receive 51 percent of their support from the employee or employee's spouse. They may also be considered dependents if they are members of the employee's household and, in addition to their own income, receive support (less than 51 percent) from the employee or employee's spouse without which they would be unable to maintain a reasonable standard of living. For overseas allowances, parents of the employee or employee's spouse must be residing with the employee at his/her overseas post and be at least 51 percent dependent on the employee for support. For purposes of travel and overseas allowances, the dependency criteria for a parent are not based on medical needs of the parent. Rather it is based on monetary support and the fact that the parent resides with the employee as a member of the employee's household.

An employee's request to establish a parent as a dependent for travel and allowances must be accompanied by documentation to support the relationship; and documentation to support the residence of the parent. In addition, a separate signed statement is required from the employee outlining the parent's annual income from all sources; the parent's annual personal and household expenses and what portion of those expenses are paid by the employee.

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EMERGENCY CONTACT INFORMATION



In the event of an emergency your supervisor may need to contact you or a person you have designated as your emergency point of contact. This information is vital to ensuring that you or your family is notified quickly with situational updates. Your information should be updated in MyBiz and submitted on either the form used by your organization or the DD Form 93, Record of Emergency Data. It is in your best interest to ensure that your supervisor has current information regarding any special health considerations you may have. This information may be crucial in the event you should become ill at work and require medical assistance. Please remember to update MyBiz regularly as this information changes. Additionally, It is very important that you provide your family or emergency contact with your work contact information, i.e., your supervisor or co-worker's name and phone number.

2010 GS BASE SALARY INCREASE

Each year, the Secretary of Defense authorizes an across the board annual pay adjustment for NSPS employees. The amount is based on the annual January General Schedule (GS) base salary increase. By law, NSPS employees rated above "unacceptable" or who do not have a rating of record receive at least 60 percent of the GS increase. The Secretary may allocate the other 40 percent to NSPS pay pools for performance-based salary increases.

For the performance cycle ending September 30, 2009, the Secretary of Defense has determined that NSPS employees, except for those rated "1 - Unacceptable," will receive 100 percent of the GS base salary increase. No portion of the GS increase will be allocated to pay pool funds.

While the GS base salary increase will not be used for pay pool funding, pay pools will continue to have money available for performance-based salary increases and bonuses, preserving the link between pay and performance under NSPS.

The actual amount of the January increase will not be known until the President signs an Executive Order implementing the 2010 pay adjustment.

The notice is posted on the following website <http://www.cpms.osd.mil/nsps/>.

Questions and Answers

1. What does the Secretary's decision regarding the January 2010 GS base salary increase mean for NSPS employees?

NSPS employees with ratings of record of "2" or higher will receive 100 percent of the GS base salary increase as an across the board pay adjustment.

2. Do NSPS employees with a rating of record of "2" or higher receive local market supplement adjustments?

Yes. Employees with ratings of record of "2" or higher will receive local market supplement adjustments equivalent to the GS locality pay adjustments specified for their work locations. Employees who have a rating of record of "1 - Unacceptable" are not eligible for local market supplement adjustments.

3. What happens to an NSPS employee who does not have an NSPS rating of record?

NSPS employees without ratings of record will also receive the full GS base salary increase and locality pay adjustments.

4. What is the amount of the January 2010 GS base salary increase?

The actual amount of the GS base salary increase will not be known until the President signs an Executive Order implementing the 2010 pay adjustment.

5. How is the Secretary's decision different from last year?

Last year, the Secretary exercised his discretion to allocate 40 percent of the GS base salary increase to NSPS pay pools for performance-based salary increases. This year, no portion of the GS base salary increase will be allocated to pay pool funds. Instead, 100 percent of the GS base salary increase will be paid as an across-the-board increase to employees with ratings of record of "2" or higher.

6. Does this mean there is no money for NSPS pay pools?

No. While the NSPS pay pool funds will not include any money associated with the GS base salary increase, pay pools will continue to have money available for performance-based salary increases and bonuses, preserving the link between pay and performance under NSPS.

7. Why is the Department doing this?

Given the ongoing leadership review of NSPS and in consideration of recommendations made by the Defense Business Board in its recently published report on NSPS, the Department leadership decided this was the most prudent course of action.

THE 2009 FEDERAL BENEFITS OPEN SEASON IS COMING!

The 2009 Federal Benefits Open Season begins Monday, November 9, 2009 and runs through Monday, December 14, 2009. This is the time for you to think about your health, dental, vision, and tax-saving needs and make changes to your current enrollments or enroll in one of the programs.

The programs that participate in the annual Open Season are the:

- Federal Employees Health Benefits Program (FEHBP)
- Federal Employees Dental and Vision Insurance Program (FEDVIP)
- Federal flexible Spending Account Program (FSAFEDS)

Open Season is the only time you will be able to make changes to your enrollments during the calendar year. All health, dental, and vision plans are not alike. Open season is about exercising your right to choose the plan that best suits your health needs. Failure to consider your health plan choice could leave you without the services or supplies needed or a premium you cannot afford.

If you are currently enrolled in FEHBP and FEDVIP, those enrollments will continue automatically but the benefits and premiums may change. If you have a FSAFEDS account, you will need to reenroll each year; this program does not continue automatically.

For more details on what is covered under your benefits plan visit the following links:

FEHBP go to www.opm.gov/insure/health

FEDVIP go to www.opm.gov/insure/dental/index.asp or www.opm.gov/insure/vision/index.asp,

FSAFEDS go to www.FSAFEDS.com, or call 1-877-372-3337,



PERSONALLY OWNED QUARTERS



 Payment of living quarters allowance (LQA) for homeowners is governed by the provisions of Section 136 of the Department of State Standardized Regulations (DSSR). Section 136 of the DSSR permits this group of employees who are eligible for LQA to receive a definable amount as “rent” along with other specifically listed utilities up to the maximum LQA rate authorized. 

 Section 136.a of the DSSR provides that when quarters are owned by the employee or the employee’s spouse, or both, an amount up to 10 percent of the original purchase price of such quarters (converted to U.S. dollars at the exchange rate in effect at time of purchase) shall be the annual rate of his/her expenditures for rent. Only expenses for heat, light, fuel (including gas and electricity), water, garbage and trash disposal, and in rare cases, land rent, may be added to determine the amount of the employee’s quarters allowance, not to exceed the maximum rate the employee is authorized based on his/her post of assignment, quarters group, and family size. The amount of the rental portion (10 percent of the original purchase price) is limited to a period not to exceed 10 years. The 10-year period for payment of the rental portion of LQA for a homeowner is cumulative at the same post. At the expiration of the 10-year period, the employee is only eligible to receive reimbursement for utilities. 

 

 

 



CIVILIAN RETIREE CARDS

The Department of Defense has recently authorized an identification card for retired DoD civilian employees. This card is a trusted credential used to establish identity and affiliation with the Department of Defense and will provide retired DoD civilians with a uniform DoD identification card that can be easily recognized at any DoD base or facility within the United States and its territories or possessions. Those eligible for the card are civilians who retired from any DoD Service Component or Agency.

In accordance with DoD Morale, Welfare, and Recreation (MWR) policy, limited use of military MWR activities are permitted at the discretion of the installation commander. The installation commander retains the authority to restrict access to MWR facilities for reasons such as local demand, facility capacity, and security concerns.

Frequently Asked Questions

What is the purpose of the card?

Since many retired DoD civilians have no way of identifying their association with the Department of Defense, this card provides them with a trusted credential to establish their identity and affiliation. Some, but not all, military installations allow retired civilians access to MWR facilities with proper identification.

Who is eligible to receive the card?

Civilians who have retired from any DoD Service Component or Agency. Civilian retirees from other Federal agencies are not eligible.

When can I get this card?

When you are in receipt of your DoD retirement pay.

Where can I go to get the card?

Contact your nearest RAPIDS site (www.dmdc.osd.mil/rsl/owa/home).

What do I need to bring with me?

Two forms of ID from the OMB I-9 document list. One must be a federal or state issued picture ID (e.g. Driver's License). Visit www.formi9.com for more information. Also bring proof of pay grade at retirement.

Does the card expire?

Yes. It is renewable every four years.

If I already have a retiree card from my DoD Service Component or Agency, do I need this card?

No. It does not convey any additional privileges.

Is this card optional?

Yes. This is an optional card that can be issued for civilian retirees that use base MWR facilities.

Who may I contact if my retirement record does not show in DEERS?

You may contact the Civilian Benefits Information Line by email at benefits@cpms.osd.mil or by phone at (703) 696-6301.

For more information regarding the DoD Civilian Retiree card, visit www.dmdc.osd.mil/smartcard

