

Nashville District Human Resources Newsletter "News You Can Use"

Issue 15-05-04
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The purpose of this newsletter is to keep Nashville District employees informed about personnel issues, concerns, and topics. You are encouraged to review the information and disseminate to your organization. If there are particular areas of interest that you would like to see addressed in future issues, an article of general interest, or general comments, please contact John Restey at 615-736-5538 or John.G.Restey@lrn02.usace.army.mil.

Coming Events:

TSP OPEN SEASON: April 15-June 30 2004

General News:

Attention Reservists!

Have you been placed on active duty in support of contingency operations? You need to visit the ABC-C website and click on the Uniformed Services button for information about your FEHB premiums while you are activated.

Click on the link titled "Federal Employees Health Benefits (FEHB) Premiums for DoD Civilian Active Duty in Support of Contingency Operation for information about your FEHB while you are on active duty. In addition to the information, there is a form to fill out if you are eligible and turn in to your servicing Civilian Personnel Operations Center. **TAKEN FROM ABC NEWSLETTER DATED MARCH 2003**

TRAINING MATERIALS FOR DCPDS (MODERN) AND ARMY REGIONAL TOOLS (ART) END USERS

The Civilian Human Resource Agency (CHRA) has created a new web page which consolidates DCPDS (MODERN) and ART training materials for managers and

supervisors of civilian employees, admin officers and assistants, resource managers, etc. - "end users." The page is at http://www.chra.army.mil/mdcpds/hr_toolkit.htm.

This page can be used by individual users who want some self-training. It contains:

- A new overview briefing that introduces the tools (in both a regular and narrated version).
- Links to end user reference guides: the DCPDS Desk Guide and the ART Users Guide.
- Links to ten computer-training videos ("ScreenCams") applicable to this audience and subject -- some new, others updated.
- A training outline for classroom sessions.
- Other links and tools.

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Health and Benefits:

DO YOU KNOW HOW TO CHANGE YOUR ADDRESS?

If you have moved recently or you plan to move in the near future, you need to know how to change your address in your records. You can change your address for your payroll records, TSP Records and benefits forms used at the ABC-C by visiting the DFAS web site at www.dfas.mil <http://www.dfas.mil>. If you currently view and/or print your LES at this site you already know how to log in. If you do not currently have a PIN for this site, go to the site and follow the prompts to receive your PIN.

Once you change your address, your LES will be mailed to your new address (if you still receive it through the mail). The information will also be forwarded to TSP for your TSP record. Your personnel records will also have the new address so that when you process transactions through the ABC-C, it will automatically be completed for you.

To change your address on your Health Benefits Plan, contact the carrier directly with the new information. TAKEN FROM ABC NEWSLETTER DATED MARCH 2003.

Food For Thought:

