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## From the Deputy HRO

It is with great pleasure that I introduce the Nevada National Guard Human Resources Office *HRO Journal*. This quarterly publication, in an effort to increase workforce knowledge and awareness, will distribute critical organizational information as well as update, summarize, and highlight full time manning points of interest for HRO associated policy, procedures, memorandums, and programs.

FY12 Technician Performance Appraisals are well underway and all technicians should have received or

be finalizing Interim Reviews. The end of the fiscal year is right around the corner and now's the time to begin preparing to complete final technician performance appraisals.

Take a moment to read through this publication as it contains valuable HRO related information.

Supervisors are encouraged to place the *HRO Journal* in work areas and make available to all full-time employees.

We are very interested in soliciting feedback to improve future *HRO Journal* editions. Send any and all HRO related inquires, comments, and recommendations to the HRO email address:

[NV-hro.technician@ng.army.mil](mailto:NV-hro.technician@ng.army.mil)

Enjoy the *HRO Journal*!

**POC: LTC Chris Patterson,  
775-887-7311**

## Employee Relations & Benefits

### Federal Technicians to Face Hike in FERS Contributions

Due to the recent passage of the Middle Class Tax Relief and Job Creation Act of 2012 (H.R. 3630), which became Public Law 112-96, new Federal technicians hired after December 31, 2012, as well as current technicians not covered by FERS or performing work creditable towards FERS and who have less than five years of creditable civilian service by that date. FERS, which is often referred to as the "new system", is the retirement system for Federal technicians that became effective January 1, 1987 and it provides benefits from three different sources: a Basic Benefit Plan, Social Security, and the Thrift Savings Plan (TSP). FERS is

a defined benefit plan that will provide a lifetime annuity to eligible technicians and their survivors based on years of creditable service and high-3 average salary to technicians who are vested in the system by having at least five years of creditable civilian service. Eligible technicians contribute a part of their salary to this system in addition to the contributions that the Federal agency they are working for contributes to the system.

President Obama signed this bill on February 23, 2012 to extend the payroll tax holiday to December 31, 2012. This will enable Federal and private workers covered by social security to continue to pay reduced social security benefits through Decem-

ber 31, 2012. Federal employees who are affected by this new law will see a 2.3% increase in their employee contributions to the FERS system which essentially places more of the responsibility of funding FERS pension on the technician. Currently technicians are paying 0.8% of their salary toward FERS and now technicians who are affected by the new law will pay 3.1% of their salary towards FERS. This new law is one of several congressional proposals to make the federal pension a more employee funded system.

Even though the law may not affect all FERS technicians, it is always a good time for employees to start looking ahead

towards retirement. The technicians who will be affected by this new law will have to allocate more money towards their FERS contributions than in the past so there will definitely have to be some budgeting on the part of the employee. When major changes like this occur there are sure to be many questions, as technicians may be uncertain about what to expect in the future. Technicians are encouraged to contact the Employee Relations Section if they have questions regarding their retirement.

**POC: SMSgt Bill Schy,  
775-887-7382**

## TSP News



"Never tell people how to do things. Tell them what to do and they will surprise you with their ingenuity." --

General George S.

Patton, Jr.



**Elective Deferral Limits for 2012** – An increase from the past three years, in 2012, you may contribute up to \$17,000 in tax-deferred money to the TSP. If you are an activated member of the uniformed services, you may be eligible to contribute a total of \$50,000 in tax-deferred and tax-exempt money. If you will be age 50 or older during 2012, you may also contribute up to \$5,500 in additional "catch-up" contributions if you expect to reach the \$17,000 limit in 2011. The catch-up contribution is a year to year election and you will need to accomplish your election for 2011 to keep it going.

**L 2050 Fund** — The L 2050 Fund was opened in 2011. As the L Fund with the most distant time horizon, its investment mix will feature higher percentages in domestic and foreign stocks (the C, S, and I Funds) and lower percentages of Government securities and

bonds (the G and F Funds).

**Roth TSP** – The TSP will begin to offer a Roth 401(k) feature in 2012. The Thrift Savings Plan Enhancement Act of 2009, part of Public Law 111-31, was signed into law by the President of the United States on June 22, 2009. The new law provides a number of changes to the TSP, including the provision for a "qualified Roth contribution program."

### Roth contributions:

- Are made on an after-tax basis from basic pay.
- May be made in addition to or in lieu of regular contributions and are subject to the elective deferral limit and must be combined with any regular contributions in determining whether the limit has been met.
- Agency Automatic (1%) and Agency Matching Contributions are always tax-deferred (as are their earnings). There is no differentiation between matching contri-

butions associated with regular contributions and those associated with Roth contributions.

- Are added to regular contributions when determining the percentage of pay being contributed for purposes of the Agency Matching Contribution formula.
- The same rules apply to Roth contributions as to regular contributions. You may designate any whole percentage or whole dollar amount of basic pay as Roth a contribution. This election may be in addition to or in lieu of an election to make regular (tax-deferred) contributions.
- The law does not allow conversions of existing TSP regular balances to Roth balances.

### Changing your TSP contributions and allocations:

Contributions means the amount you put into the TSP from your pay. Changes are accomplished in EBIS. Allocations means the mix of funds your contributions are deposited into. Changes are accomplished on [tsp.gov](http://tsp.gov).

## SARC

Some basics for everyone: the SARC (Sexual Assault Response Coordinator) is a person. In Nevada's case, it's AF Capt Jason Yuhasz. SAPR is Sexual Assault Prevention and Response is a program. The SAPR program is made up of the SARC and Victim Advocates. All of us are available to talk, and to answer questions about the program. We, like Chaplains, have confidentiality!

There are some exciting changes happening for the NV Army and Air National Guard. The Air Guard is already working on the newest Sexual Assault Prevention training known as "Bystander Intervention Training" or "BIT." The Army is progressing through training on a new Army program for preventing Sexual Harassment and Sexual Assault. The Army program is called "SHARP" training.

More details will follow!

My best, and most respectful regards, to all!

**POC: Capt Jason Yuhasz,  
775-384-5840**

# BULLETINS / POLICIES

The following bulletins /policies have been recently published through the Human Resources Office:

- EEO Policy Statement, detailing The Adjutant General 's Equal Employment Opportunity policy.
- Physical Fitness Policy, detailing the rules regarding PT during work hours at the Nevada National Guard.
- Nevada National Guard Full-time Personnel Regulation (FPR) 530-1, Pay and Compensation, 28 February 2012, establishes Nevada's Pay and Compensation policy for The Adjutant General of Nevada. As prescribed by 5 Code of Federal Regulations an activity's discretionary pay rules are to be established in their local pay-setting policy.
- Part-Time Employment Policy, detailing and clarifying the rules regarding part-time employment opportunities in the Nevada National Guard.
- Sexual Harassment Policy, detailing The Adjutant General's policy regarding sexual harassment in the workplace.
- Nevada National Guard Full-time Personnel Regulation (FPR) 575, Recruitment, Relocation, and Retention Incentives, 12 March 2012, establishes Nevada's 3 R's program for The Adjutant General of Nevada.

Copies of these policies and more are available in the Human Resources Office, and online on the HRO Intranet webpage and the HRO Internet webpage at <http://www.nv.ngb.army.mil/hro.cfm>

## EEO

The purpose of the NVNG EEO office is to ensure a climate within the workplace that is healthy and free from discrimination and to ensure affirmative employment practices within the agency. Individuals who feel they may have been discriminated against based on race, color, religion, national origin, gender (to include sexual harassment), age, disability or retaliation

based on an EEO activity, should seek assistance immediately from either their supervisor or through the EEO office.

**POC: Ms. Alicia Nyland,  
775-384-5845,  
Cell: 775-230-1274**



*"What would you attempt to do if you knew you would not fail?" --Robert Schuller*

## Information Systems

My Biz allows all Technician employees to view their data that is contained in the Defense Civilian Personnel Data System (DCPDS). Technicians also may update certain data items such as phone numbers and e-mail addresses.

My Workplace allows supervisors of Technicians to view manning information on their subordinate

employees and positions. (AGR supervisors of Technicians also have access.) My Workplace functions as My Biz for supervisors and contains not only all of the supervisor's personal information, but also that of all the employees they are currently supervising based on the position they occupy.

Technicians and Supervisors of technicians should ensure that email addresses within My Biz / My Workplace are accurate/valid/working so that system notifications will be received in a timely manner throughout processes managed in DCPDS.



**POC: SSG Pak Castillo,  
775-887-7306**

# AGR Branch

The AGR Branch will be conducting its third Active Continuation Board (ACB) in June. Supervisors and those eligible have been notified of its conduction and should be completing board packets. It is imperative that Soldiers ensure that their Iperms/ Personnel file is up to date. Soldiers have the primary responsibility for their career management; ensure that you are doing your part.

An updated Active Duty for Operation Support (ADOS) policy is forthcoming in distribution. There are changes in the submission of leave for personnel as well as packet submission requirements. Soldiers and supervisors should review this updated guidance to ensure compliance.



*"Success usually comes to those who are too busy to be looking for it." --Henry David Thoreau*

# Management Analyst

As you all know, due to ongoing budget constraints funding is tight and I am having to approve authorizations on a weekly basis as the money trickles in. Please evaluate all future travel and determine if it is mission essential. Also it is the COS intent to have all authorizations in 15 days prior to your travel date as this will help the JI in determining our costs.

**POC: CW2 Zach McPherson,  
775-887-7384**

**POC: Ms. Sam McCord,  
775-887-7395**

## NEVADA NATIONAL GUARD HUMAN RESOURCES OFFICE

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**We're on the Nevada National  
Guard public website at**  
[http://www.nv.ngb.army.mil/nvng/  
index.cfm/departments/human-resources/](http://www.nv.ngb.army.mil/nvng/index.cfm/departments/human-resources/)

## HRO MISSION STATEMENT

The Human Resources Office (HRO) is a consolidated office that provides personnel, manpower management, and administrative support service for federal full-time personnel programs. The office serves as The Adjutant General's single point of control for managing and administering the Nevada Army National Guard and the Nevada Air National Guard full-time personnel programs.

**Look for us also on the Army  
National Guard Intranet and the Air  
National Guard Sharepoint!**